

CACHE COUNTY COUNCIL

AUGUST 11, 2026 at 5:00 p.m. - Cache County Chamber at 199 North Main, Logan, Utah.

In accordance with the requirements of Utah Code Annotated Section 52-4-203, the County Clerk records in the minutes the names of all persons who appear and speak at a County Council meeting and the substance "in brief" of their comments. Such statements may include opinions or purported facts. The County does not verify the accuracy or truth of any statement but includes it as part of the record pursuant to State law.

MEMBERS PRESENT: Chair Sandi Goodlander, Vice Chair Kathryn Beus, Councilmember David Erickson, Councilmember JoAnn Bennett, Councilmember Keegan Garrity, Councilmember Nolan Gunnell, Councilmember Mark Hurd.

MEMBERS EXCUSED:

STAFF PRESENT: Diana Schaeffer, Matt Phillips, Brian Abbott, Brady George, Matt Funk, Curt Webb, Andrew Erickson, Dane Murray, Carter Chatterton, Chad Jensen, Lisa Aedo, George Daines, Brett Robinson, Jeremy Hudson, Carson Adams, Brady Robbins, Rob Selley.

OTHER ATTENDANCE: Shawn Milne, Craig Rasmussen, Brent Speth, Josh Nelson, Ryan Snow, Joe Cottrell, Jeanell Sealy, Jeff Keck.

1. **Call to Order 5:00 p.m. – [0:00:03](#)** Chair Sandi Goodlander called the meeting to order.
2. **Opening Remarks and Pledge of Allegiance – [0:00:20](#)** Councilmember Keegan Garrity offered opening remarks highlighting local first responders and sharing four stories illustrating emergency response efforts across northern Utah. [0:05:22](#) The council and attendees joined in the Pledge of Allegiance.

3. **Review and Approval of Agenda – [0:05:54](#)**

Action: Motion made by Vice Chair Kathryn Beus to approve the amended agenda; seconded by Councilmember JoAnn Bennett.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

[0:06:16](#) Executive George Daines requested striking Item 6B (tentative budget presentation) from the agenda due to statutory definitions and scheduling a preliminary presentation for the subsequent meeting.

Action: Motion made by Councilmember David Erickson to strike Item 6b from the agenda; seconded by Councilmember Nolan Gunnell.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

4. **Review and Approval of Minutes – [0:07:17](#)** The council noted spelling corrections needed for Curt Webb and Shawn Milne in the July 28, 2026 meeting minutes.

Action: Motion made by Vice Chair Kathryn Beus to approve the July 28, 2026 minutes with the aforementioned amendments; seconded by Councilmember Nolan Gunnell.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

5. **Report of the County Executive – [0:08:07](#)** Executive George Daines reported that applications for the Fire District Board of Trustees were open through August 23 or 24, 2026. He noted Logan City's approval of the airport interlocal agreement and outlined the composition of the 7-member Airport Sponsor Board, naming Auditor Matt Funk and Clerk Bryson Behm as his

two executive appointees. Councilmember Keegan Garrity, Councilmember Mark Hurd, and Councilmember Nolan Gunnell expressed willingness to serve as the council's representatives, with Councilmember Mark Hurd publicly declaring his involvement with the Hyde Park Irrigation Company and his commitment to abstain from any action involving the irrigation infrastructure. [0:13:07](#) Councilmember David Erickson moved to appoint Councilmembers Keegan Garrity, Mark Hurd, and Nolan Gunnell to the Airport Sponsor board, with Vice Chair Kathryn Beus seconding the motion, and the motion passing unanimously. [0:14:05](#) Executive George Daines praised the execution of the fair and specifically recognized Jeremy Hudson, road superintendent, and his crew for their swift work on improving the parking lot at the county fairgrounds. [0:16:30](#) Executive George Daines reported he continues to participate in meetings with respect to the fireboard. County Attorney Dane Murray clarified that formal appointment of the Airport Sponsor Board members required advance public notice under the Open and Public Meetings Act; the item was scheduled for the August 25, 2026 agenda.

6. Items of Special Interest

- a. Consideration and Possible Action on the County Economic Opportunity Advisory Board's Recommendations for the FY27 Rural County Grant Funding and Associated Contract
[0:17:35](#) Bear River Association of Governments (BRAG) Economic Development Director Shawn Milne presented the annual economic development report and outlined updates regarding the Cache County Economic Opportunity (CEO) Advisory Board. Milne detailed funding requests, including Bridgerland Technical College "The Hub" commercial kitchen expansion and Airport Growth Round 3. He highlighted Governor's Office of Economic Development (GOED) administrative rule updates that prohibit voting seats for elected officials on decision-making bodies, establish four-year staggered terms, and require a formal contract between the county and BRAG. [0:25:43](#) Chair Sandi Goodlander requested deferring CEO board appointments until candidate resumes are provided in the next meeting's media packet. Councilmember Mark Hurd expressed concern about the timeline. Councilmember Nolan Gunnell asked Shawn Milne to ensure that the agricultural industry is represented on the board. [0:29:45](#) Shawn Milne presented the proposed GOED-required Rural County Grant contract.

Action: Motion made by Councilmember Mark Hurd to approve the Rural County Grant contract; seconded by Councilmember David Erickson.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett
Nay: 0

7. Board of Equalization

8. Tax Relief

[0:33:34](#) Due to the time, the council moved to the 5:30 p.m. public hearings and addressed Items 7 and 8 afterwards.

9. Public Hearings

- a. **Set Public Hearings for August 25, 2026 at (or about) 5:30 PM:** [0:33:45](#)
 - i. Receive Public Comment and Hear Candidate Introductions Regarding Vacancies on the Cache County Fire Protection District Board of Trustees

Action: Motion made by Vice Chair Kathryn Beus to set a public hearing for August 25, 2026 at (or about) 5:30 p.m. to receive public comment and hear candidate introductions regarding vacancies on the Cache County Fire Protection District Board of Trustees; seconded by Councilmember David Erickson.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett
Nay: 0

- b. **Hold Public Hearings at (or about) 5:30 PM:**

- i. Ordinance 2026-33 – Square Footage Exemption for Geotechnical Reports

[0:34:51](#) Development Services Director Brian Abbott presented an ordinance amendment to Code Section 17.18.050, proposing to increase geotechnical report exemptions from structures under 200 sq. ft. to single-story, non-habitable accessory structures up to 2,400 sq. ft.. He noted a 6-0 approval recommendation from the Planning Commission.

Action: Motion made by Councilmember David Erickson to close public hearing on Ordinance 2026-33; seconded by Councilmember Nolan Gunnell.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett
Nay: 0

- ii. 2026 COG Project – 1200 East (3100 North to 3400 North)

[0:37:30](#) Public Works Director Matt Phillips stated this project was withdrawn from COG applications for the current year.

Action: Motion made by Councilmember Nolan Gunnell to close public hearing on COG Project – 1200 East; seconded by Councilmember David Erickson.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett
Nay: 0

- iii. 2026 COG Project – Wolf Pack Way from 400 North in Hyde Park to 4700 North

[0:39:04](#) Public Works Director Matt Phillips explained the purpose of public comment on COG projects and presented project details for two phases connecting Smithfield and Hyde Park via Wolf Pack Way with Phase B estimated at \$5,850,000 and Phase C estimated at \$5,350,000.

Action: Motion made by Councilmember Nolan Gunnell to close public hearing on COG Project – Wolf Pack Way; seconded by Councilmember Keegan Garrity.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett
Nay: 0

- iv. 2026 COG Project – 600 South from 600 East to 1000 East in River Heights City

[0:46:58](#) Craig Rasmussen, of Forsgren Associates, presented the widening and intersection improvement project at 10th East with an estimated budget of \$750,000. [0:52:11](#) Brent Speth, former school bus driver, spoke in favor of the project, emphasizing student walking safety for River Heights Elementary.

Action: Motion made by Councilmember David Erickson to close public hearing on COG Project – 600 South; seconded by Councilmember Nolan Gunnell.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett
Nay: 0

- v. 2026 COG Project – 200 West (400 East County Grid) Corridor and 300 South Roundabout Safety Improvement in Providence City

[0:53:52](#) Josh Nelson, of Sunrise Engineering, presented both the 200 West reconstruction project and 300 South Safety Improvements, with a total estimated cost of \$5,000,000 and requesting a split county match of \$215,000 for 200 West and a maximum request of \$400,000 with no county match requested for 300 South. Both locations require safety improvements and are near elementary schools. [0:58:34](#) Councilmember Keegan Garrity asked about the location of bike lanes proposed between the street

parking and traffic lanes. [0:59:26](#) Councilmember David Erickson asked about development along 300 South and why the city was requesting a county match along 200 West. Providence City Manager Ryan Snow explained that 200 West is currently a county road but the city is willing to match. [1:00:30](#) Chair Sandi Goodlander verified that 300 South is already developed with sidewalks on either side of the proposed improvement area. [1:01:18](#) Joe Cottrell, principal of Spring Creek Elementary, spoke in support of the safety improvements for students walking to school along 200 West. [1:03:09](#) Jeanell Sealy, member of the Providence City Council, expressed the city council's support for improvements along 200 West, saying that the city would consider taking over this road from the county if it was brought up to the city's standards. [1:05:18](#) Jeff Keck, principal of Providence Elementary, spoke in support of the safety improvements for students walking to school along 200 West. [1:07:01](#) Brent Speth, former school bus driver, spoke in favor of the project and safety improvements for students.

Action: Motion made by Councilmember Nolan Gunnell to close public hearing on COG Project – 200 West; seconded by Councilmember David Erickson.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

- vi. 2026 COG Project – 300 South Safety Improvements in Providence City

[1:08:25](#) Joe Cottrell, principal of Spring Creek Elementary, spoke about dual-language immersion students that travel to Spring Creek Elementary that are required to cross the street twice due to the lack of sidewalks along the proposed project area and expressed his support for the safety improvements.

Action: Motion made by Councilmember Nolan Gunnell to close public hearing on COG Project – 300 South; seconded by Councilmember David Erickson.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

- vii. 2026 COG Project – 1200 East North End Project

[1:10:01](#) Josh Nelson, Sunrise Engineering, presented the roadway connection project joining 1000 East in Smithfield with 700 East in Hyde Park (1200 East in County), requesting \$5,000,000 in COG funding with no financial match requested from the county.

Action: Motion made by Councilmember Nolan Gunnell to close public hearing on COG Project – 1200 East North End; seconded by Councilmember David Erickson.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

7. Board of Equalization [1:16:44](#)

Action: Motion made by Vice Chair Kathryn Beus to enter into the Board of Equalization; seconded by Councilmember Mark Hurd.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

- a. 2026 Assessment Roll Correction

[1:17:15](#) Assessor Brett Robinson presented statutory corrections under Utah Code 59-2-133: adjusting site attribute values for 16 cabin parcels in the South Valley Recreation Area, reinstating Greenbelt status for 25.35 acres on

parcel 09-030-0012, adding primary residential exemption to 1 parcel, and removing primary residential exemption from 3 parcels where primary residence was elsewhere. [1:20:03](#) Councilmember Keegan Garrity asked whether these were self-discoveries or corrections that were brought to the Assessor's Office and why these were not going through the usual hearing process. Robinson shared that the Assessor's Office felt these were errors made by their office and elected to proceed with the more efficient process of presenting them before the council for correction in the interests of the residents' time. Councilmember David Erickson asked if these resulted from communication errors or misinputs. He applauded the office's proactiveness in discovering and correcting these errors. Councilmember Nolan Gunnell asked about the locations of the parcels and their Greenbelt Status. Chair Sandi Goodlander asked about the land attributes of the parcels and Councilmember Gunnell asked about the acreage.

Action: Motion made by Councilmember JoAnn Bennett to approve the 2026 Assessment Roll Correction; seconded by Councilmember David Erickson.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

Action: Motion made by Vice Chair Kathryn Beus to exit the Board of Equalization; seconded by Councilmember Nolan Gunnell.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

8. Tax Relief

a. Hardship

[1:24:56](#) Tax Administrator Dianna Schaeffer presented two tax relief hardship requests and recommended approval for the first request (parcel number ending in 0012) as they have a documented disability and are a previous applicant.

Action: Motion made by Councilmember David Erickson to approve a 50% hardship relief for the parcel ending in 0012; seconded by Councilmember Nolan Gunnell.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

[1:25:55](#) Tax Administrator Dianna Schaeffer did not recommend approval for the second request (parcel number ending in 0065) due to non-compliance and being over-income.

Action: Motion made by Councilmember David Erickson to deny hardship relief for the parcel ending in 0065 due to non-compliance and being over-income; seconded by Councilmember Nolan Gunnell.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

b. Tax Relief Filing Extension Request

[1:27:12](#) Dianna Schaeffer requested extending the statutory filing deadline from September 1, 2026 to November 30, 2026 at 5:00 p.m. for low-income abatements, hardship, blind, military exemptions, and deferrals.

Action: Motion made by Councilmember David Erickson to approve the tax relief filing extension request; seconded by Councilmember Nolan Gunnell.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

10. Initial Proposals for Consideration of Action

- a. Resolution 2026-28 – Multi-Jurisdiction Access Request, Homes at the Springs Subdivision
[1:29:38](#) Public Works Director Matt Phillips presented a request from Danny McFarland for private road access onto County Highway 238 (400 East/100 West in Providence) for a proposed 12-lot subdivision. Chair Sandi Goodlander verified that this resolution is just to allow access and not to approve the development, which would be under the jurisdiction of Providence City. Vice Chair Kathryn Beus asked about the distance between the proposed egress and Spring Creek Parkway. [1:34:55](#) Councilmember Nolan Gunnell asked about the difference between this proposal and the previous proposal involving the River Heights subdivision. Matt Phillips confirmed that this access will not interfere with current county maintenance plans for Highway 238. Councilmember David Erickson confirmed that the entrance would be to county standards, rather than Providence City standards and asked if Providence City may be upset.

No action taken.

- b. Ordinance 2026-33 – Square Footage Exemption for Geotechnical Reports
[1:38:09](#) Development Services Director Brian Abbott addressed a question from Councilmember David Erickson about the reason for the increase from 200 sq. ft. to 2400 sq. ft and stated that the majority of accessory buildings proposed are 60 ft. by 40 ft., and beyond those dimensions, buildings often feature second stories or dividing walls. Councilmember Nolan Gunnell asked about the classification of agricultural buildings and the manner of verification. Councilmember Mark Hurd commented that the council should enforce anything that they pass. Director Brian Abbot shared that he feels the ordinance will help with enforcement as many people will classify their buildings under the new exemptions for an accessory structure, rather than posing as an agricultural building.

Action: Motion made by Councilmember David Erickson to suspend rules and approve Ordinance 2026-33; seconded by Councilmember Nolan Gunnell.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

- c. Ordinance 2026-34 – Amending RAPZ and Restaurant Tax Governance and Allocation Procedures
[1:42:25](#) Policy Analyst Andrew Erickson presented Ordinance 2026-34, outlining comprehensive technical and operational amendments to county code governing the Restaurant (TRCC) tax and RAPZ tax programs. He explained that the ordinance aligns county code with state statute by explicitly adding airports as permissible funding uses under TRCC and clarifying joint advisory board oversight and the definition of restaurant. The ordinance also defines a 7-member advisory board with 2-year terms, establishes a formal out-of-cycle grant application process, sets a 31.5-month spending limit with mandatory forfeiture of unspent funds, codifies a formal change-of-scope approval process, requires a reporting schedule, and authorizes an official RAPZ board logo to display on funded assets. [1:59:05](#) Councilmember Nolan Gunnell raised concerns regarding out-of-cycle grant evaluations, questioning how emergency requests would be fairly evaluated compared to applications reviewed during the standard January–May cycle and whether maintaining reserve funds for out-of-cycle requests creates procedural imbalance. Chair Sandi Goodlander and Vice Chair Kathryn Beus explained that the out-of-cycle language creates a legally structured process for legitimate, unforeseen emergency applications that the Council chooses to consider. [2:02:32](#) Executive George Daines expressed objection to language in the ordinance requiring a two-thirds council vote for out-of-cycle grant approvals, arguing that requiring a supermajority vote for appropriations bypasses standard majority rule and neutralizes executive veto authority. [2:04:32](#) A man in attendance from Paradise attempted to speak and was informed that no public comments were being accepted at that time for that ordinance. Executive Daines spoke about a late submission from Paradise Town. [2:06:05](#) The council began to identify specific, necessary changes to be made to the ordinance before passage. Councilmember Keegan Garrity suggested requiring that RAPZ-funded assets display the RAPZ logo. Councilmember Mark Hurd suggested that the ordinance be added to the Ordinance and

Policy Committee agenda for their upcoming Friday, August 14 meeting. [2:10:20](#) Chair Sandi Goodlander explained that Items 10E and 10F (out-of-cycle grant requests) could not be formally considered until the governing out-of-cycle procedure in Ordinance 2026-34 was officially enacted by the Council. Executive George Daines and Auditor Matt Funk discussed upcoming budget opening timelines, noting that formal budget appropriations would be scheduled for Monday, September 14, 2026.

No action taken.

[2:13:09](#) Chair Sandi Goodlander noted that Item 10d was listed in error as a duplicate entry of Item 10c. She asked that Items 10e and 10f be stricken from the agenda. The council opted to continue Items 10e and 10f until the next regular meeting on August 25, 2026.

- d. Ordinance 2026-34 – Amending RAPZ and Restaurant Tax Governance and Allocation Procedures
- e. Request to Authorize an Out-of-Cycle Review and Convene the Restaurant Tax (TRCC) Advisory Board to Consider a Capital Facility Application from the American West Heritage Center for Tractor Barn Construction

No action taken.

- f. Request to Authorize an Out-of-Cycle Review and Convene the Restaurant Tax (TRCC) Advisory Board to Consider a Capital Facility Application from the Caine School of the Arts for Caine Lyric Theatre Audience Seating Reconfiguration and Replacement

No action taken.

11. Pending Items

- a. Resolution 2026-26 – Appointing Members to the Cache County Council Regional Recreation Center Feasibility Study Committee
[2:13:46](#) Policy Analyst Andrew Erickson re-introduced Resolution 2026-26 listing proposed council members and advisory committee appointees for the regional recreation center feasibility study. Councilmember JoAnn Bennett asked about additional names that were submitted for the committee. Andrew Erickson shared the names act as placeholders and councilmembers may move to strike names and add other names in their place. Councilmember Bennett questioned whether the committee membership should be expanded to an odd number. Policy Analyst Andrew Erickson and County Attorney Dane Murray clarified that the enabling resolution previously adopted by the Council fixed the committee structure at up to three Council members and six advisory members and altering seat counts would require adopting a separate noticed resolution. Councilmember Nolan Gunnell noted that the board just provides a recommendation and will not be voting on anything binding, making the size of the committee less important to him. Councilmember JoAnn Bennett requested additional time to vet all proposed candidates.

Action: Motion made by Vice Chair Kathryn Beus to approve Resolution 2026-26 with the names as listed; seconded by Councilmember David Erickson.

Motion passes.

Aye: 6 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd

Nay: 1 JoAnn Bennett

12. Other Business

a. UAC Annual Convention in Provo

September 9-10, 2026

- i. Discussion on Registration, Hotel, Logistics

[2:19:44](#) Policy Analyst Andrew Erickson reminded Council members to submit their registration, travel, and lodging preferences for the upcoming Utah Association of Counties (UAC) Annual Convention in Provo.

13. Council Member Reports

JoAnn Bennett – [2:20:19](#) No report.

Keegan Garrity – [2:20:27](#) Reported on discussions within the Cache Open Space Advisory Committee (COSAC) regarding the operational distinction between Open Space Bond funds and Greenbelt rollback funds. He asked whether the Council preferred COSAC to explicitly recommend specific funding sources (Bond vs. Rollback) when evaluating agricultural preservation projects that score lower on public access criteria. Council discussion on keeping bond and rollback funds distinct while allowing COSAC to advise the Council on appropriate funding mechanisms to ensure funds are utilized within the 5-year statutory window before reverting to the state. [2:29:38](#) Highlighted recent tax rate increases by local entities, including a 37.1% increase adopted by the Cache County School District and a proposed 23% increase by Logan City. Expressed concern regarding recent security threats made against public officials and emphasized the Council's ongoing efforts to maintain lower taxes.

Nolan Gunnell – [2:33:09](#) No report.

Kathryn Beus – [2:33:13](#) Reported ongoing progress with the fire district.

David Erickson – [2:33:26](#) No report.

Mark Hurd – [2:33:28](#) Announced the upcoming O&P meeting and reported on the Fair Board meeting. Praised the fair and thanked those involved in its planning and production.

Sandi Goodlander – [2:34:34](#) Expressed gratitude at council fair attendance. [2:36:47](#) Reported attending the Junior Livestock Sale at the county fair and presenting the Century Farm award to the Hansen farm. Provided an update on Board of Health meetings regarding Bear River Behavioral Health's transition to Medicaid capitation and anticipated county matching fund requirements.

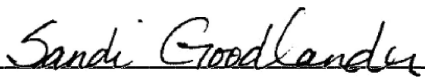
Executive George Daines – [2:34:59](#) Announced exercising an 18-month lease termination notice with the State Division of Motor Vehicles (DMV) to relocate DMV services from the county administration building. Explained that moving DMV foot traffic out of the facility is beneficial for facility security hardening and restructuring public access in response to safety threats.

14. Adjourn [2:38:57](#)

Action: Motion made by Councilmember Nolan Gunnell; seconded by Councilmember David Erickson.

Motion passes.

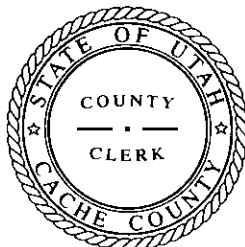
Adjourn: 7:40 p.m.



APPROVAL: Sandi Goodlander, Chair
Cache County Council



ATTEST: Bryson Behm, Clerk
Cache County Council



SUPPORTING DOCUMENTATION DISCLAIMER

The content of the following attached materials may have been amended, substituted, adopted, or rejected during the open meeting.

To determine the final disposition of any item found in the following materials from here on, please cross-reference it with the Approved Meeting Minutes located at the beginning of this compiled document, or contact the Cache County Clerk's Office at www.cachecounty.gov/clerk to request a copy of any existing final amended, substituted, adopted, or rejected materials from the meeting.



CACHE COUNTY COUNCIL

**Cache County Council Regular Meeting
Media Packet**

August 11, 2026

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



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

PUBLIC NOTICE is hereby given that the County Council of Cache County, Utah will hold a **REGULAR COUNCIL MEETING** at **5:00 p.m.** in the Cache County Historic Courthouse Council Chambers, 199 North Main Street, Logan, Utah 84321, on **Tuesday, August 11, 2026.**

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

CACHE COUNTY COUNCIL AGENDA

AMENDED

REGULAR COUNCIL MEETING – 5:00 p.m.

- 1. Call To Order**
- 2. Opening Remarks** – Council Member Keegan Garrity
- 3. Review and Approval of Agenda**
- 4. Review and Approval of Minutes**
 - a. 07-28-2026 County Council Regular Meeting Minutes
- 5. Report of the County Executive**
 - a. Appointments
 - b. Other Items
- 6. Items of Special Interest**
 - a. Consideration and Possible Action on the County Economic Opportunity Advisory Board's Recommendations for the FY27 Rural County Grant Funding and Associated Contract
- Shawn Milne, Bear River Association of Governments Executive Director of Economic Development
 - b. 2027 Cache County Tentative Budget
- N. George Daines, Cache County Executive
- 7. Board Of Equalization**
 - a. 2026 Assessment Roll Correction
- Brett Robinson, Cache County Tax Administrator

8. Tax Relief

- a. Hardships
- [Dianna Schaeffer, Cache County Tax Administrator](#)
- b. Tax Relief Filing Extension Request
- [Dianna Schaeffer, Cache County Tax Administrator](#)

9. Public Hearings – 5:30 p.m.

- a. **Set Public Hearings for August 25, 2026 at (or about) 5:30 PM:**
 - i. Receive Public Comment and Hear Candidate Introductions Regarding Vacancies on the Cache County Fire Protection District Board of Trustees
- b. **Hold Public Hearings at (or about) 5:30 PM:**
 - i. Ordinance 2026-33 – Square Footage Exemption for Geotechnical Reports
 - ii. 2026 COG Project – 1200 East (3100 North to 3400 North)
 - iii. 2026 COG Project – Wolf Pack Way from 400 North in Hyde Park to 4700 North
 - iv. 2026 COG Project – 600 South from 600 East to 1000 East in River Heights City
 - v. 2026 COG Project – 200 West (400 East County Grid) Corridor and 300 South Roundabout Safety Improvement in Providence City
 - vi. 2026 COG Project – 300 South Safety Improvements in Providence City
 - vii. 2026 COG Project – 1200 East North End Project

10. Initial Proposals for Consideration of Action

- a. Resolution 2026-28 – Multi-Jurisdiction Access Request, Homes at the Springs Subdivision
- [Matt Phillips, Cache County Public Works Director](#)
- b. Ordinance 2026-33 – Square Footage Exemption for Geotechnical Reports
- [Brian Abbott, Director of Cache County Development Services](#)
- c. Ordinance 2026-34 – Amending RAPZ and Restaurant Tax Governance and Allocation Procedures
- [Andrew Erickson, County Council Policy Analyst](#)
- d. Ordinance 2026-34 – Amending RAPZ and Restaurant Tax Governance and Allocation Procedures
- [Andrew Erickson, County Council Policy Analyst](#)
- e. Request to Authorize an Out-of-Cycle Review and Convene the Restaurant Tax (TRCC) Advisory Board to Consider a Capital Facility Application from the American West Heritage Center for Tractor Barn Construction
- [Matt Funk, Cache County Auditor](#)

- f. Request to Authorize an Out-of-Cycle Review and Convene the Restaurant Tax (TRCC) Advisory Board to Consider a Capital Facility Application from the Caine School of the Arts for Caine Lyric Theatre Audience Seating Reconfiguration and Replacement
- Matt Funk, Cache County Auditor

11. Pending Items

- a. Resolution 2026-26 – Appointing Members to the Cache County Council Regional Recreation Center Feasibility Study Committee
- Andrew Erickson, County Council Policy Analyst

12. Other Business

- a. **UAC Annual Convention in Provo** **September 9-10, 2026**
 - i. Discussion on Registration, Hotel, Logistics

13. Council Member Reports

14. Adjourn

- Next Scheduled Regular Council Meeting: August 25, 2026 @ 5:00 PM



Sandi Goodlander, Council Chair

CACHE COUNTY COUNCIL

JULY 28, 2026 at 5:30 p.m. - Cache County Chamber at 199 North Main, Logan, Utah.

In accordance with the requirements of Utah Code Annotated Section 52-4-203, the County Clerk records in the minutes the names of all persons who appear and speak at a County Council meeting and the substance "in brief" of their comments. Such statements may include opinions or purported facts. The County does not verify the accuracy or truth of any statement but includes it as part of the record pursuant to State law.

MEMBERS PRESENT: Chair Sandi Goodlander, Vice Chair Kathryn Beus, Councilmember David Erickson, Councilmember JoAnn Bennett, Councilmember Keegan Garrity, Councilmember Nolan Gunnell, Councilmember Mark Hurd.

MEMBERS EXCUSED:

STAFF PRESENT: Bryson Behm, Dane Murray, Matthew Funk, George Daines, Curt Webb, Alma Burgess, Amy Adams, Andrew Erickson

OTHER ATTENDANCE: Shawn Milne, Jordan Mathis, Jason Sleight

1. **Call to Order 5:00 p.m. – [0:00:06](#)** Chair Sandi Goodlander called the council meeting to order.
2. **Opening Remarks and Pledge of Allegiance – [0:00:10](#)** Councilmember Nolan Gunnell offered opening remarks in the form of a prayer, reflecting on national freedoms during the month of July and expressing gratitude for military service members and their families. The council and attendees joined in the Pledge of Allegiance.
3. **Review and Approval of Agenda – [0:01:27](#)**
Action: Motion made by Councilmember Nolan Gunnell to approve agenda; seconded by Councilmember JoAnn Bennett.
Motion passes.
Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett
Nay: 0
4. **Review and Approval of Minutes – [0:01:41](#)**
Action: Motion made by Councilmember JoAnn Bennett to approve the July 14, 2026 minutes; seconded by Councilmember David Erickson.
Motion passes.
Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett
Nay: 0
5. **Report of the County Executive – [0:02:00](#)** Executive George Daines noted pending appointment matters involving the fire board and introduced staff updates regarding interlocal health department agreements. [0:02:53](#) Deputy Executive Curt Webb introduced Bear River Health Department Director Jordan Mathis. Jordan Mathis presented an update on a proposed interlocal agreement with the Weber-Morgan Health Department regarding public health oversight for the Powder Mountain development, covering food service, wastewater permitting, pools/spas, general health complaints, and emergency spill response. He noted that Weber-Morgan's Board of Health sets fee schedules, no county funds exchange hands, and county attorney review is ongoing. Deputy Executive Kurt Webb clarified that the health agreement is administrative due to being fee-based, whereas law enforcement agreements require formal council resolutions.
6. **Items of Special Interest**
 - a. **Request to County Council to Approve a Change in the Scope of the 2025 Restaurant Tax Program Award to the Cache County Fairgrounds [0:09:02](#)** Grant Administrator Alma Burgess presented a scope change request for a \$25,000 RAPZ grant awarded in 2025 to the County Fairgrounds for suicide and mental health awareness. She explained that the fairgrounds requested reallocating remaining funds from a park concert to a suicide prevention comedy program conducted by 'One Degree of Separation.' Chair Sandi Goodlander asked about the original scope of the award in 2025. Councilmember Keegan Garrity explained what the 'One Degree of Separation' program entails, in response to a question from Councilmember David Erickson. [0:13:00](#) Bart Esplin spoke to the

motivations of featuring 'One Degree of Separation' and where the program would be hosted. [0:16:31](#) Auditor Matt Funk raised a procedural question regarding whether scope changes must return to the RAPZ committee. The council discussed the timeline and difficulty of getting a scope change approved by the RAPZ committee in time for the event and whether a change from a concert to a comedy program constituted a change of scope. [0:19:09](#) County Attorney Dane Murray advised that altering the entertainment format within the same mental health focus did not fundamentally change the grant scope. Policy Analyst Andrew Erickson recommended a formal council vote for clarity. Councilmember David Erickson moved to approve the scope change with Councilmember Keegan Garrity seconding the motion. [0:20:31](#) Adam Valdez of One Degree of Separation gave an overview of the organization.

Action: Motion made by Councilmember David Erickson to approve the request for a change of scope; seconded by Councilmember Keegan Garrity.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

- b. **Annual Economic Development Activity Update** [0:22:51](#) Economic Development Director Sean Milne presented the annual economic development report and outlined recommendations from the County Economic Opportunity (CEO) Advisory Board. He highlighted local business expansions across the county, an upcoming strategic plan update by Q1 2027, and grant match recommendations including \$18,000 for an airport self-serve fuel farm and \$20,500 for Bridgerland Technical College's "The Hub" commercial kitchen relocation. [0:31:01](#) Milne noted GOED administrative rule changes that prohibit elected officials from serving as voting members on advisory boards, requiring Councilmembers Mark Hurd and Keegan Garrity, as well as Executive George Daines, to step down from voting seats. He also outlined board term shifts to four-year staggered terms and the requirement for a formalized contract with the county. Milne discussed some future recommendations from the CEO board. The council agreed to review the grant application proposals further prior to formal legislative adoption.
- c. **Cache County Economic Opportunity Advisory Board Appointment(s)**
- d. **Presentation and Acceptance of the 2025 Annual External Audit Report of Cache County Financials**
- e. **Discussion Regarding Cache County Fire District Status, Board, Budget, Levy, Personnel, Legal Status, and the Establishment of a County Municipal Services Tax**

[0:40:46](#) Items 6c, 6d and 6e were continued until after Item 7 - Public Hearings

7. Public Hearings

- a. **Set Public Hearings for August 11, 2026 at (or about) 5:30 PM:** [0:40:50](#)
 - i. Ordinance 2026-33 – Square Footage Exemption for Geotechnical Reports
 - ii. 2026 COG Project – 1200 East (3100 North to 3400 North)
 - iii. 2026 COG Project – Wolf Pack Way from 400 North in Hyde Park to 4700 North
 - iv. 2026 COG Project – 600 South from 600 East to 1000 East in River Heights City
 - v. 2026 COG Project – 200 West (400 East County Grid) Corridor and 300 South Roundabout Safety Improvement in Providence City
 - vi. 2026 COG Project – 300 South Safety Improvements in Providence City
 - vii. 2026 COG Project – 1200 East North End Project

Action: Motion made by Vice Chair Kathryn Beus to schedule public hearings for August 11, 2026, at 5:30 PM for Ordinance 2026-33 and the six 2026 COG Projects listed above (1200 East, Wolf Pack Way, 600 South, 200 West, 300 South and 1200 East); seconded by Councilmember David Erickson.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

b. Hold Public Hearings at (or about) 5:30 PM:

- i. Resolution 2026-24 – A Resolution Opening and Amending the Cache County 2026 Budget (Fifth Amendment) [0:42:02](#) County Auditor Matt Funk summarized the fifth budget amendment containing 14 items.

Action: Motion made by Councilmember Nolan Gunnell to close public hearing on Resolution 2026-24; seconded by Councilmember Mark Hurd.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

6. Items of Special Interest (continued from before public hearings)

c. Cache County Economic Opportunity Advisory Board Appointment(s)

No action taken.

- d. **Presentation and Acceptance of the 2025 Annual External Audit Report of Cache County Financials** [0:43:09](#) Jason Sleight, Audit Partner with Jones Simpkins, presented the 2025 external financial audit report. He issued unmodified opinions across all financial units, reported no findings for federal single audit grant testing and noted zero material weaknesses or significant deficiencies for the fiscal year. [0:50:39](#) Executive George Daines questioned specific general fund variance calculations on page 81, and Sleight agreed to supply a corrected sheet for the record.

Action: Motion made by Vice Chair Kathryn Beus to accept the 2025 annual external audit report as presented by Jones Simpkins; seconded by Councilmember Mark Hurd.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

- e. **Discussion Regarding Cache County Fire District Status, Board, Budget, Levy, Personnel, Legal Status, and the Establishment of a County Municipal Services Tax** [0:55:55](#) Executive George Daines presented an update on the Cache County Fire District, explaining that statutory appointment irregularities required reconstituting the Fire Board. He noted that public advertising for board vacancies began on July 24 for a mandatory 30-day advertisement period. [1:04:17](#) Daines also outlined budget timelines, mill levy options, and a proposed County Municipal Services Tax in unincorporated areas to equalize fire service taxation between city and rural residents. [1:10:42](#) Councilmember JoAnn Bennett asked if the executive was expecting an increase in taxes for unincorporated areas. Executive Daines stated that, according to the estimates, he does not believe property taxes will change much for the fire district. Councilmember Nolan Gunnell asked if the fire district or the council will decide the tax rates. Councilmember Keegan Garrity asked if this agreement is predicated on every municipality's participation in the district. Vice Chair Kathryn Beus asked about an upcoming fire board meeting and what action would be taken while the required reconstituting is taking place. Councilmember David Erickson asked if the municipal services tax would be applied to raw land or strictly improvements. Executive Daines stated that it is based on property taxes and assessed property value.

8. Initial Proposals for Consideration of Action

- a. **Resolution 2026-24 – A Resolution Opening and Amending the Cache County 2026 Budget (Fifth Amendment)** [1:23:41](#) Policy Analyst Andrew Erickson recommended amending Resolution 2026-24 to replace Exhibit A with a revised Exhibit A dated July 28, 2026, which removes Item 6 per legal counsel.

Action: Motion made by Councilmember Nolan Gunnell to amend Resolution 2026-24 by replacing original Exhibit A with Revised Exhibit A dated July 28, 2026; seconded by Councilmember David Erickson.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

[1:25:54](#) County Auditor Matt Funk presented the remaining 13 budget adjustments, including the removal of the Hyrum Roadshed fuel canopy project, adjustment of airport fuel farm RAPZ items, reallocation of Fixed Guideway sales tax revenue, roll-forward of RAPZ funds for the regional recreation feasibility study, ARPA funds for TV translator equipment, Sheriff's Office vehicle maintenance and jail fire control panel funding, Development Services permit fee true-up, and Deep Canyon Trailhead parking lot paving. Councilmember JoAnn Bennett confirmed that none of these adjustments increase taxes.

Action: Motion made by Councilmember David Erickson to approve Resolution 2026-24; seconded by Councilmember Keegan Garrity.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

- b. **Resolution 2026-26 – Appointing Members to the Cache County Regional Recreation Center Feasibility Study Committee** [1:43:59](#) Policy Analyst Andrew Erickson introduced Resolution 2026-26, listing proposed council and advisory members for the recreation feasibility study committee. [1:48:12](#) Proposed committee members Jon-David Jorgensen, Melissa Dahle and Nathan Laursen addressed the council regarding their backgrounds. [1:51:53](#) Councilmember Mark Hurd asked why these appointments are being handled via resolution rather than advice-and-consent procedures. Executive George Daines asked about the council's plans for vetting appointees for the study committee. The council agreed to postpone action on the resolution until the next regular council meeting. [1:57:22](#) Councilmember JoAnn Bennett stated she would like some members of the committee that are unbiased and neutral and asked about the possibility of expanding the committee.

No action taken.

- c. **Resolution 2026-27 – Approving the Powder Mountain Law Enforcement and Search and Rescue Interlocal Agreement with Weber County** [2:01:00](#) Sheriff Chad Jensen presented an updated interlocal agreement with Weber County for law enforcement and search and rescue services at Powder Mountain, replacing a 1994 agreement with an hourly service structure and mutual search and rescue support over a three-year term.

Action: Motion made by Councilmember Mark Hurd to approve Resolution 2026-27; seconded by Councilmember Keegan Garrity.

Motion passes.

Aye: 7 David Erickson, Kathryn Beus, Nolan Gunnell, Sandi Goodlander, Keegan Garrity, Mark Hurd, JoAnn Bennett

Nay: 0

9. Other Business

- a. **Rescheduling of September 8th County Council Meeting Date** [2:10:20](#) The council discussed potential scheduling conflicts between the September 8 council meeting and the UAC Conference in Provo. Executive George Daines shared that a postponed meeting would allow him more time to organize the fire board. Auditor Matt Funk shared that there is a mid-September deadline for printing and mailing notices of property tax increases. Council consensus was to maintain the September 8 meeting as scheduled to meet property tax printing deadlines.

10. Council Member Reports

JoAnn Bennett – [2:14:42](#) Reported enjoying the America 250 celebration events.

Keegan Garrity – [2:14:59](#) No report.

Nolan Gunnell – [2:14:59](#) No report.

Kathryn Beus – [2:14:59](#) No report.

David Erickson – [2:15:07](#) Discussed upcoming Cache County Fair and Rodeo events, including the fair board meeting and rodeo dinner on August 4.

Sandi Goodlander – [2:16:21](#) Reported on productive weekly executive meetings.

Executive George Daines – [2:16:51](#) Shared an anecdote about local citizens who righted the American flags outside of the courthouse that had been turned upside down by an individual.

Policy Analyst Andrew Erickson – [2:17:36](#) Reminded council members to submit registration and lodging preferences for the upcoming UAC conference.

11. Closed Executive Session

- a. Per Utah Code § 52-4-205(1)(a) – Discussion of the character, professional competence, or physical or mental health of an individual [2:18:18](#)

Action: Motion made by Vice Chair Kathryn Beus to enter into executive session in the council conference room for discussion of the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(1)(a); seconded by Councilmember David Erickson.

Motion passes.

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

Nay: 0

Adjourn: 8:00 p.m. [2:56:35](#)

Action: Motion made by Councilmember Nolan Gunnell to adjourn; seconded by Vice Chair Kathryn Beus.

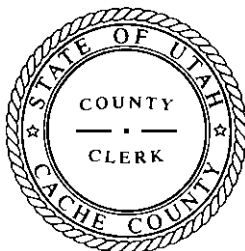
Motion passes.

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

Nay: 0

APPROVAL: Sandi Goodlander, Chair
Cache County Council

ATTEST: Bryson Behm, Clerk
Cache County Council



ECONOMIC DEVELOPMENT SERVICES AGREEMENT

Cache County and Bear River Association of Governments

Rural County Grant — Fiscal Year 2027 (July 1, 2026–June 30, 2027)

This Economic Development Services Agreement (the “Agreement”) is entered into by and between **Cache County**, a political subdivision of the State of Utah (the “County”), and **Bear River Association of Governments**, an association of governments organized under Utah law (“BRAG”). The County and BRAG may each be called a “Party” and together the “Parties.”

RECITALS

- A.** The County receives or anticipates receiving Rural County Grant (“RCG”) funds from the Utah Governor’s Office of Economic Development (“GOED”) for economic development planning, projects, and activities.
- B.** BRAG employs professional community and economic development staff and has historically provided county economic development services throughout Box Elder, Cache, and Rich Counties.
- C.** The County desires to retain BRAG to provide the services, deliverables, performance tracking, and reporting described in this Agreement, and BRAG is willing to provide those services.
- D.** The Parties intend this Agreement and its exhibits to document the scope of work, expected deliverables and outcomes, budget allocation, contact information, and annual reporting required for the County’s use of RCG funds.

1. Purpose and Term

The purpose of this Agreement is for BRAG to provide professional economic development services to the County and to establish clear work expectations, deliverables, performance measures, budget allocations, and reporting for any RCG funds used for those services.

The term is July 1, 2026 through June 30, 2027. The Parties may renew the Agreement for later fiscal years by written amendment or by executing a successor agreement with an updated scope, metrics, and budget.

2. Scope of Services

BRAG will provide the services identified in Exhibit A, subject to County priorities, available funding, staff capacity, and the timing of business and project opportunities. Services may include:

- RCG application development, budget support, grant administration, documentation, annual reporting, and coordination with the County Economic Opportunity Advisory Board (“CEO Board”);
- business recruitment, site-selection assistance, responses to requests for information (“RFI”), property and infrastructure research, site visits, prospect follow-up, and negotiation support;
- business retention and expansion, entrepreneurship and small-business assistance, and development or administration of County-approved grant or micro-grant programs;
- Community Reinvestment Area (“CRA”) planning and annual reporting, infrastructure and capital-project coordination, special projects, and other economic development implementation support; and
- economic research, property marketing, strengths, weaknesses, opportunities, and threats (“SWOT”) or strategic analyses, regional coordination, and assistance to municipalities and partner organizations within the County.

BRAG will act in an advisory and administrative capacity. Final policy, funding, incentive, land-use, contract, and project-approval decisions remain with the County or other legally authorized body.

3. Deliverables and Performance Measures

BRAG will produce the deliverables and track the performance measures stated in Exhibit A. BRAG will maintain reasonable records of activities and approximate time spent on County services. The Parties recognize that some work is opportunity-driven and that actual activity volume may vary during the year.

Performance measures are management and accountability tools, not guarantees that a company will locate or expand in the County, that jobs or investment will occur, or that any public or private entity will approve a project.

4. Compensation and Use of Funds

The County will pay BRAG the annual service fee stated in Exhibit B. The County's anticipated allocation percentage reflects the established tri-county population-based approach used to support BRAG's Community & Economic Development Department; the exact dollar amount for the fiscal year controls.

Payments are subject to lawful appropriation and, for the RCG-funded portion, the County's receipt and permitted use of RCG funds. If the County's RCG award is reduced, withheld, or materially restricted, the Parties will promptly revise the scope and fee or may terminate this Agreement.

BRAG will use payments only for lawful costs associated with providing the contracted services. Exhibit B provides the budget narrative and line-item calculation of value against the annual service fee.

5. Administration and Reporting

The County will designate a staff liaison, and BRAG's Executive Director will designate the BRAG service lead. The current service lead is Shawn Milne, Director of Community & Economic Development, or a successor designated by BRAG.

BRAG will provide reasonable activity updates upon request and will submit the annual report described in Exhibit C no later than July 15, 2027, unless the County requests an earlier date to meet GOED reporting deadlines.

BRAG will provide information reasonably needed for County invoices, grant files, audits, monitoring, and the County's required letter evaluating the effectiveness of grant-funded services.

6. County Responsibilities

The County will:

- identify priorities, provide timely decisions and authorizations, and make available information reasonably needed for the work;
- maintain a functioning CEO Board and satisfy applicable appointment, meeting, training, application, and reporting requirements;
- review and approve RCG applications, budgets, projects, and reports through the legally required County processes;
- pay BRAG in accordance with Exhibit B; and
- prepare and submit the County's independent effectiveness letter and other certifications required by GOED.

7. Relationship of the Parties

BRAG is an independent governmental contractor. BRAG personnel remain employees of BRAG and are not employees, officers, or agents of the County for payroll, benefits, supervision, or employment-law purposes. BRAG may assign qualified staff to perform the work while remaining responsible for contract performance.

This Agreement does not create a separate legal entity, joint venture, or joint board. The County liaison and BRAG service lead will administer the Agreement. No jointly owned property is anticipated; property acquired by either Party remains that Party's property unless separately agreed in writing.

8. Records, Confidentiality, and Legal Compliance

BRAG will retain records supporting the work, time estimates, and expenditures for the period required by the County's grant agreement and applicable law and will make them available to the County and authorized State reviewers upon reasonable request.

The Parties will handle prospect, business, and project information in accordance with applicable confidentiality obligations and the Utah Government Records Access and Management Act. Neither Party promises confidentiality beyond what law permits.

Each Party will comply with applicable federal, state, and local law. Each Party is responsible for its own acts and omissions to the extent provided by law, and nothing in this Agreement waives any protection under the Utah Governmental Immunity Act.

9. Termination

Either Party may terminate this Agreement for convenience upon 30 days' written notice. A Party may terminate sooner for a material breach that remains uncured for 10 business days after written notice, or immediately if continued performance would violate law or grant requirements.

Upon termination, the County will pay BRAG for services and allowable costs incurred through the termination date, not to exceed the authorized amount. BRAG will provide available work products and records needed for grant closeout.

10. General Provisions

This Agreement, including its exhibits, is the entire agreement concerning the services described. Amendments must be in writing and authorized by both Parties, except for written work-priority adjustments allowed under Exhibit A.

Neither Party may assign this Agreement without the other Party's written consent. Notices will be delivered to the signatories or designated administrators. Utah law governs this Agreement. If a provision is unenforceable, the remaining provisions remain effective. Electronic and counterpart signatures are permitted.

SIGNATURES

The Parties have authorized this Agreement through their respective governing processes and execute it effective as of July 1, 2026, regardless of the date of the last signature, unless otherwise stated in writing.

CACHE COUNTY

By: _____
County Executive

Date: _____

Approved by the County Council:

Chair, County Council

Attest: _____
County Clerk

Approved as to Form:

County Attorney

BEAR RIVER ASSOCIATION OF GOVERNMENTS

By: _____
Executive Director

Date: _____

Service Contact:

Shawn Milne

Director of Community & Economic Development

Email: shawnm@brag.utah.gov

Telephone: 801-514-4444

Mailing Address: 170 N Main Logan, Utah 84321

EXHIBIT A

County-Specific Scope of Work, Deliverables, and Performance Measures

BRAG will perform the following work for Cache County. The work plan is intentionally broad enough to accommodate time-sensitive economic development opportunities. County priorities may be adjusted in writing by the County liaison and BRAG's Executive Director without a formal amendment, provided the adjustment remains within the Agreement's purpose and approved budget.

Representative FY2027 Projects

Within the projects below, BRAG anticipates completing discrete deliverables, such as the following, during the fiscal year. This list is illustrative and non-exhaustive; specific items may be added, substituted, or adjusted consistent with County priorities and the process described above.

- **Project: CEO Board Staff.** Perform staff functions on behalf of the CEO Board, including scheduling, posting to notification websites, developing the agenda in coordination with the CEO Board chair, arranging presenters, ensuring minutes are taken and approved, and proper record-keeping.
- **Project: BRICKSummit Economic Development Engagement.** Support the economic-development components of the BRICKSummit, including County representation, coordination of materials and messaging, and follow-up on leads and connections generated at the event.
- **Project: Hosting.** Plan and host tours and meetings with stakeholders for the visiting stakeholders and representatives, showcasing County priority sites and infrastructure needs to support future growth and funding opportunities.
- **Project: Existing Industry Outreach Initiative.** Conduct structured visits and check-ins with County employers to identify expansion, workforce, and retention needs and connect them to available resources.
- **Project: Industrial and Commercial Site Marketing Refresh.** Update County property, site, and marketing materials for use with prospects, brokers, and site consultants.
- **Project: CRA and Capital-Project Coordination.** Support County-designated Community Reinvestment Area planning and reporting, and coordinate with capital-facility or infrastructure projects identified as County priorities.
- **Project: Business Expansion Grant Program Support.** Assist the County in developing or administering a County-approved small-business or micro-grant program, if authorized.
- **Project: Regional Partner and Municipal Support.** Provide requested economic-development assistance to County municipalities and regional partners (such as USU, BTECH, and workforce services) on shared priorities.

Project / Objective	Activities and Deliverables	Performance Measure	Annual Target / Standard
Project 1: RCG Administration and Compliance	Prepare the annual RCG application and supporting scope, deliverables, budget materials, contract documentation, and annual consultant report; assist with CEO Board materials and the County effectiveness letter.	Deadlines met; complete grant file; number of required submissions.	Required submissions completed by County/GOED deadlines.
Project 2: Business Recruitment and Site Selection	Respond to qualified RFIs and prospect inquiries; prepare property, utility, workforce, industry, and incentive information; coordinate County-approved site visits, proposals, and follow-up, including engagement at events and hosting site tours for private, state, and federal partners (e.g., the EDA regional representative).	Response timeliness; RFIs completed; site visits, tours, and hosting engagements supported; prospects advanced.	Promptly acknowledge qualified requests and complete by stated deadlines; support County-approved visits, tours, and hosting engagements.
Project 3: Business Retention, Expansion, and Entrepreneurship	Conduct outreach and problem-solving with existing employers and entrepreneurs; connect firms to workforce, capital, permitting, and State resources; support County-approved grant programs.	Meaningful business engagements; referrals/actions; grants administered; reported jobs retained/created.	Ongoing documented business and prospect engagements; administer each County-authorized program.

Project / Objective	Activities and Deliverables	Performance Measure	Annual Target / Standard
Project 4: Development Tools and Strategic Projects	Support CRAs and annual reporting, infrastructure and capital-facility planning, industrial/commercial site readiness, intergovernmental projects, and special assignments.	Priority projects advanced; work products completed; decisions or milestones supported.	Advance County-designated priority projects during the fiscal year.
Project 5: Research, Marketing, and Municipal Support	Maintain or improve marketable property data; prepare economic, industry, fiscal, SWOT, or strategic analyses; assist municipalities and regional partners as requested.	Property/market materials updated; analyses completed; municipalities assisted.	Complete substantive research, marketing, or municipal-support deliverables as needed.
Project 6: Coordination and Annual Reporting	Coordinate with County officials, CEO Board, municipalities, GOED, USU, BTECH, utilities, workforce partners, and other regional stakeholders; document activity and approximate hours.	Coordination meetings; annual report completed; documentation produced, hours reported.	Participate in substantive coordination meetings throughout the year and submit annual report by July 15, 2027.

EXHIBIT B**Budget Narrative and Line-Item Allocation**

The County's anticipated share of the tri-county BRAG Community & Economic Development Department allocation is approximately 70%. The final service fee and funding sources must be completed below before execution and before this Agreement is submitted with the County's RCG application.

Total annual BRAG service fee	\$161,500
RCG-funded portion	\$161,500
Other county/local funding portion	\$0.00
Estimated total BRAG hours allocated to County	2000

Budget narrative. The service fee supports the portion of BRAG's economic development personnel and operating costs reasonably attributable to the County, including salary, benefits, supervision, administrative support, travel, communications, research tools, and related overhead. BRAG provides pooled regional capacity; therefore, the line items below are allocations of the annual fee rather than separate hourly-billing commitments. Actual approximate hours will be reported at year-end.

Project / Activity Category	Share	Allocated Value
RCG administration, compliance, and reporting	15%	\$24,225
Business recruitment, RFIs, site selection, and visits	25%	\$40,375
Business retention, expansion, and entrepreneurship	20%	\$32,300
CRAs, infrastructure, and strategic/special projects	20%	\$32,300
Research, property marketing, SWOT, and municipal support	10%	\$16,150
Coordination, documentation, and annual reporting	10%	\$16,150
TOTAL	100%	\$161,500

Payment schedule: BRAG will invoice the County annually. The invoice may reference this Agreement and the applicable fiscal-year budget.

EXHIBIT C

Annual Consultant / Employee Report Checklist

BRAG will provide the following report to Cache County in sufficient time for the County's RCG annual reporting. The report may be narrative or tabular, but will address each item below.

- ☐ Services rendered and projects or activities worked on during the fiscal year.
- ☐ Deliverables completed and status of any work still in progress.
- ☐ Outcomes and economic development effects, including reported jobs created or retained, capital investment, infrastructure or capital improvements, business assistance, and other relevant results when known.
- ☐ Approximate hours spent providing work and services to the County.
- ☐ Performance against the measures in Exhibit A, including explanations for material variances.
- ☐ Actual allocation of RCG funds and other funds by the categories in Exhibit B.
- ☐ Supporting documentation reasonably requested by the County or GOED.

MEMORANDUM

TO: Cache County Council - Board of Equalization

FROM: Brett Robinson, Assessor

DATE: July 31, 2026

SUBJECT: 2026 Assessment Roll Corrections

The Cache County Assessor is requesting corrections for the 2026 Assessment Roll. These corrections address data entry errors, attribute misassignments, and status changes identified during the current assessment cycle since May 22nd. A summary of the parcels and the reasons for correction is provided below:

Parcel Number	Reason For Change	Prev. Land	Prev. Bldg	Prev. Total	Prop. Land	Prop. Bldg	Prop. Total	Notes
16-094-0005	Data Correction	\$209,612	\$0	\$209,612	\$112,012	\$0	\$112,012	Incorrect land attributes
16-094-0006	Data Correction	\$210,086	\$0	\$210,086	\$112,486	\$0	\$112,486	Incorrect land attributes
16-094-0007	Data Correction	\$210,086	\$10,409	\$220,495	\$112,486	\$10,409	\$122,895	Incorrect land attributes
16-094-0008	Data Correction	\$210,086	\$3,881	\$213,967	\$112,486	\$3,881	\$116,367	Incorrect land attributes
16-094-0009	Data Correction	\$210,086	\$0	\$210,086	\$112,486	\$0	\$112,486	Incorrect land attributes
16-094-0010	Data Correction	\$210,561	\$3,216	\$213,777	\$112,961	\$3,216	\$116,177	Incorrect land attributes
16-094-0011	Data Correction	\$209,612	\$0	\$209,612	\$112,012	\$0	\$112,012	Incorrect land attributes
16-094-0012	Data Correction	\$233,612	\$15,107	\$248,719	\$112,012	\$15,107	\$127,119	Incorrect land attributes

Parcel Number	Reason For Change	Prev. Land	Prev. Bldg	Prev. Total	Prop. Land	Prop. Bldg	Prop. Total	Notes
16-094-0013	Data Correction	\$209,612	\$0	\$209,612	\$112,012	\$0	\$112,012	Incorrect land attributes
16-094-0014	Data Correction	\$209,612	\$0	\$209,612	\$112,012	\$0	\$112,012	Incorrect land attributes
16-094-0018	Data Correction	\$233,612	\$75,755	\$309,367	\$201,612	\$75,755	\$277,367	Incorrect land attributes
16-094-0019	Data Correction	\$233,612	\$77,203	\$310,815	\$201,612	\$77,203	\$278,815	Incorrect land attributes
16-094-0020	Data Correction	\$182,412	\$0	\$182,412	\$112,012	\$0	\$112,012	Incorrect land attributes
16-094-0021	Data Correction	\$234,086	\$132,979	\$367,065	\$202,086	\$132,979	\$335,065	Incorrect land attributes
16-094-0022	Data Correction	\$211,645	\$0	\$211,645	\$114,045	\$0	\$114,045	Incorrect land attributes
16-094-0023	Data Correction	\$211,137	\$0	\$211,137	\$113,537	\$0	\$113,537	Incorrect land attributes
02-223-0002	Data Correction	\$186,000	\$792,377	\$978,377	\$186,000	\$792,377	\$978,377	Short term rental split
04-183-0805	Res. Exemption Added	\$75,000	\$233,289	\$308,289	\$75,000	\$233,289	\$308,289	Primary residence of a Tenant
08-155-0310	Res. Exemption Removed	\$133,500	\$432,203	\$565,703	\$133,500	\$432,203	\$565,703	Owner primary elsewhere
09-030-0012	Greenbelt Status	\$269,335	\$79,366	\$348,701	\$269,335	\$79,366	\$348,701	25.35 acres to Greenbelt
07-158-0078	Res. Exemption Removed	\$150,400	\$232,144	\$382,544	\$150,400	\$232,144	\$382,544	Owner primary elsewhere
03-021-0024	Res. Exemption Removed	\$359,300	\$508,542	\$867,842	\$359,300	\$508,542	\$867,842	Owner primary elsewhere

59-2-1333. Errors or omissions -- In assessment book -- Authority to correct.

An omission, error, defect in form in the assessment roll, or clerical error, when it can be ascertained what was intended, may, with the consent of the county legislative body, be supplied or corrected by the assessor at any time before the sale for delinquent taxes or tax notice charges and after the original assessment or tax notice charge listing was made.

The Assessor has determined that these errors were made at the county level or represent necessary administrative adjustments that should be corrected in the 2026 assessment roll. Therefore, the Assessor is asking for the consent of the Cache County Council to **approve the corrected acreage, status, and assessed values for the parcels listed above.**

Request is: Approved _____ Tabled _____ Denied _____

Council Chairperson

ATTESTED:

Cache County Clerk

Date:

MEMORANDUM

TO: Cache County Council

FROM: Dianna Schaeffer, Tax Administration Supervisor

DATE: August 11, 2026

SUBJECT: Request for Tax Relief Filing Extension

Every year Cache County processes over one thousand applications for various types of tax relief. All tax relief is subject to proper application, documentation, and deadlines.

- **Low Income Abatement (Circuit Breaker)** - governs general property tax relief to older low income people
- **Indigent Abatement (Hardship)** - county discretionary authority to abate a portion of taxes for indigent persons
- **Blind Exemption** - county authority to exempt a small portion of taxable value for the blind
- **Military Exemption** - exempts taxable value for veterans disabled in the line of duty and active duty armed forces
- **Exclusive Use Exemption** – State law §59-2-1102 provides the Board of Equalization power to determine property exemptions for religious charitable, and educational organizations. Applications are due by March 1st or within 120 days of purchase.
- **Settlement/Deferral** - State law §59-2-1347 permits counties discretion to adjust or defer taxes. No deadlines are mandated for tax sale redemptions.
- **Qualifying (150%) Increase Deferral** –mandates that counties defer taxes for five years. Applications are due within 30 days of value appeal final decision.
- **Senior Deferral** –mandates that counties defer taxes for elderly property owners for an indefinite term. Deferrals become a lien on the property.
- **Indigent Deferral** – county discretionary authority to defer taxes for indigent persons

The application deadline is September 1st in most cases, but may be extended until December 31st per §59-2a-108 if the county finds good cause.

After the initial tax relief deadline has passed, tax notices are mailed and we will be besieged by citizens in dire need of tax relief without being able to offer assistance. We feel strongly the intent of the law is to help those in need while remaining legally compliant; thus, we ask the council to proactively extend the filing deadline for tax relief so we can continue processing eligible citizens.

Therefore, it is in the best interest of the community that the Cache County Council ***extends the filing deadline to November 30, 2026 at 5:00 p.m. for low income abatements, indigent abatements, blind exemptions, senior deferrals, and indigent deferrals.***

Request is: Approved _____ Tabled _____ Denied _____

Council Chairperson
ATTESTED:

Cache County Clerk

Date:

Hold a Public Hearing**Ordinance 2026-33 – Square Footage Exemption for Geotechnical Reports**

Agenda request submitted by: Brian Abbott, Director of Development Services –
Forwarded from the County Planning Commission

Assisting Department: Development Services

Requested Council meeting date: August 11th, 2026

Agenda Item Language: Hold a public hearing on August 11th, 2026 for Ordinance 2026-033 – Square Footage Exemption for Geotechnical Reports – A request to amend Cache County Code §17.18.050 to increase the geotechnical report exemption for single story accessory structures from 200 square feet to 2,400 square feet.

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

Background: A request has been made by Development Services to amend §17.18.050 to increase the geotechnical report exemption for single story accessory structures from 200 square feet to 2,400 square feet.

Fiscal Impact: N/A

Public Hearing Required: Ordinance amendment requests require a public hearing before the County Planning Commission (PC). This hearing was held on June 4th, 2026 and their recommendation to approve was made on June 4th, 2026.

As this is a legislative item, an additional public hearing is required.

County Staff Presenter: Brian Abbott, Director of Development Services

Presentation Time: 10 minutes.

County Staff Point of Contact: Conner Smith, Associate Planner

Legal Review: N/A

Ord 2026-33
Square Footage Exemption for Geotechnical Reports
Amending Title 17 to – Zoning Regulations by Amending
County Code §17.18.050

County Council action

Hold a public hearing on August 11th, 2026.

Planning Commission action

Approval (6-yea; 0-nay).

Public hearing held on June 4th, 2026.

Staff Report review by Director

Brian Abbott

Staff Report by County Planner

Conner Smith

General Description

This ordinance amends Title 17 – Zoning Regulations by amending County Code §17.18.050 by increasing the geotechnical report exemption for single story accessory structures from 200 square feet to 2,400 square feet.

Additional review materials included as part of Exhibit A

A draft of the proposed ordinance amendment as approved by the Planning Commission.

Current Ordinance:

17.18.050

B. Potentially Developable:

5. Geologic Hazards:

e. These requirements do not apply to the following:

- (1) Structures under 200 sq. ft.
- (2) Agricultural buildings not for human occupancy as defined by State Code 15A-1-202 as amended.

Proposed Ordinance:

17.18.050

B. Potentially Developable:

5. Geologic Hazards:

e. These requirements do not apply to the following:

- (1) Accessory structures that are not meant for human occupancy, a single story, and are 200 2,400 sq. ft. or less.
- (2) Agricultural buildings not for human occupancy as defined by State Code 15A-1-202 as amended.



County Council Meeting Memorandum

Submitter:

Matt Phillips

Department:

Public Works

Requested Meeting Date:

July 28, 2026 and August 11, 2026

Agenda Item Language (July 28 meeting):

PUBLIC HEARINGS

Set Public Hearing for August 11, 2026 – 2026 COG Project – 1200 East (3100 North to 3400 North.

A public hearing for a COG application for 2026 COG funds for the reconstruction of 1200 East from 3100 North to 3400 North.

Agenda Item Language (July 28 meeting):

PUBLIC HEARINGS

Set Public Hearing for August 11, 2026 – 2026 COG Project – Wolf Pack Way from 400 North in Hyde Park to 4700 North

A public hearing for a COG application for 2026 COG funds for the construction of Wolf Pack Way from 400 North in Hyde Park to 4700 North.

Agenda Item Language (July 28 meeting):

PUBLIC HEARINGS

Set Public Hearing for August 11, 2026 – 2026 COG Project – 600 South from 600 East to 1000 East in River Heights City.

A public hearing for a COG Application for 2026 COG funds for widening and improving 600 South from approximately 600 East to 1000 East. The project includes intersection improvement at 1000 East, which is a County Road.

Agenda Item Language (July 28 meeting):

PUBLIC HEARINGS

Set Public Hearing for August 11, 2026 – 2026 COG Project – 200 West (400 East County grid) Corridor and 300 South Roundabout Safety Improvement in Providence City.

A public hearing for a COG Application for 2026 COG funds for widening and improving 200 West (400 East County grid), a County Road, between 100 North and 500 South along with construction of a new a roundabout at the intersection of 200 West (400 East County grid) and 300 South.



County Council Meeting Memorandum

Agenda Item Language (July 28 meeting):

PUBLIC HEARINGS

Set Public Hearing for August 11, 2026 – 2026 COG Project –300 South Safety Improvements in Providence City.

A public hearing for a COG Application for 2026 COG application for funds for widening and safety Improvements along 300 South between Highway 165 and Gateway Drive.

Agenda Item Language (July 28 meeting):

PUBLIC HEARINGS

Set Public Hearing for August 11, 2026 – 2026 COG Project –1200 East North End Project

A public hearing for a COG Application for 2026 COG funds for the construction of 1200 East in Cache County (1000 East in Smithfield, 700 East in Hyde Park) from 600 South in Smithfield to about 500 North in Hyde Park. This also includes constructing a roundabout at the intersection of 600 South and 1000 East on the Smithfield City/County line.

Agenda Item Language (August 11 meeting):

PUBLIC HEARINGS

Public Hearing - 2026 COG Project – 1200 East (3100 North to 3400 North)

A public hearing for a COG application for 2026 COG funds for the reconstruction of 1200 East from 3100 North to 3400 North.

Agenda Item Language (August 11 meeting):

PUBLIC HEARINGS

Public Hearing - 2026 COG Project – Wolf Pack Way from 400 North in Hyde Park to 4400 North

A public hearing for COG Application for 2026 COG funds for the construction of Wolf Pack Way from 400 North in Hyde Park to 4700 North.

Agenda Item Language (August 11 meeting):

PUBLIC HEARINGS

Public Hearing - 2026 COG Project – 600 South from 600 East to 1000 East in River Heights City.

A public hearing for a COG Application for 2026 COG funds for widening and improving 600 South from approximately 600 East to 1000 East. The project includes intersection improvement at 1000 East, which is a County Road.



Agenda Item Language (August 11 meeting):

PUBLIC HEARINGS

Public Hearing - 2026 COG Project – 200 West Corridor and 300 South Roundabout Safety Improvement in Providence City.

A public hearing for a COG Application for 2026 COG funds for widening and improving 200 West (400 East County grid), a County Road, between 100 North and 500 South along with construction of a new a roundabout at the intersection of 200 West (400 East County grid) and 300 South.

Agenda Item Language (August 11 meeting):

PUBLIC HEARINGS

Public Hearing - 2026 COG Project –300 South Safety Improvements in Providence City.

A public hearing for a COG Application for 2026 COG funds widening and safety Improvements along 300 South in Providence between Highway 165 and Gateway Drive.

Agenda Item Language (August 11 meeting):

PUBLIC HEARINGS

Public Hearing - 2026 COG Project –1200 East North End Project

A public hearing for a 2026 COG Application for funds for the construction of 1200 East in Cache County (1000 East in Smithfield, 700 East in Hyde Park) from 600 South in Smithfield to about 500 North in Hyde Park. This also includes constructing a roundabout at the intersection of 600 South and 1000 East on the Smithfield City/County line.

Recommendation: At the July 28, 2026 Council meeting Set the Public Hearings for the August 11, 2026 Council meeting. At the August 11, 2026 Council meeting hold the Public Hearings for any land owners around these projects to allow them to have the opportunity to comment.

Background: The COG requires public hearings be held for all projects that are submitted to the COG by every jurisdiction that the project falls in.



CACHE COUNTY
RESOLUTION NO. 2026-28

**A RESOLUTION PROVIDING A MULTI-JURISDICTIONAL ACCESS TO 400 EAST
(HWY 238) IN PROVIDENCE CITY FOR THE HOMES AT THE SPRINGS
SUBDIVISION**

- (A) WHEREAS, Utah Code Ann. §§ 17-64-4 and 17-64-5 grant the Cache County Council the authority to "exercise all legislative powers, have all legislative duties, and perform all legislative functions of the county," and further authorize the Council to "pass ordinances," "pass resolutions," and adopt policies that conform with state and federal law; and
- (B) WHEREAS, Cache County Code § 2.12.120 gives the Cache County Council the authority to "enact ordinances and adopt resolutions necessary and appropriate to establish official policy"; and
- (C) WHEREAS, Section 5.6B of the Cache County Manual of Roadway Design & Construction Standards provides that "[n]o municipal development shall be permitted to access a County roadway without the express written approval from the Cache County Council," and further states, "[i]t is the policy of Cache County that no service shall be provided to municipal developments from County roadways unless extreme circumstances provide no alternative and annexation or acceptance of ownership of the roadway by the municipality is not possible"; and
- (D) WHEREAS, the Homes at the Springs residential development project in Providence City, Utah, by Stack Built ("Applicant"), was approved by Providence City with a single private-road access connection consisting of a 30-foot private drive (23-foot asphalt pavement) and an emergency turnaround easement at the eastern terminus, located on 400 East (HWY 238 / 100 W); and
- (E) WHEREAS, 400 East (HWY 238) is currently designated as a Class B County Road under the jurisdiction of Cache County, and the County therefore has the responsibility and authority to provide roadway access approval for the Homes at the Springs development; and

CACHE COUNTY
RESOLUTION NO. 2026-28

- (F) WHEREAS, this roadway access approval is necessary for the initiation of construction as well as the ongoing, permanent access requirements for the development and any future residents thereof;

NOW THEREFORE, be it resolved by the County Council of Cache County, Utah, as follows:

SECTION 1: FINDINGS

The Cache County Council hereby finds that, pursuant to Section 5.6B of the Cache County Manual of Roadway Design & Construction Standards:

1. Extreme circumstances exist such that no feasible alternative access is available for the Homes at the Springs development and that Cache County and Providence City have yet to come to terms on the transfer of ownership and jurisdiction of 400 East (HWY 238) to Providence City at this time.
2. Providence City has previously approved a rezone and preliminary site plan for the 3.0-acre subject parcel to R-1-6 + PUD (Planned Unit Development) for a 12-lot single-family residential subdivision.

SECTION 2: APPROVAL OF ACCESS

Road access is hereby approved per Section 5.6B of the Cache County Manual of Roadway Design & Construction Standards for the Homes at the Springs residential development project (as detailed in the attached “Exhibit A”) in Providence City, UT by Stack Built on the road of 400 East (HWY 238 / 100 W) via a single 30-foot private drive located near West Spring Creek Parkway, as referenced in Civil Solutions Group Project No. 26-143, subject to completion and approval of all necessary engineering details and required improvements within the County right-of-way, and coordination with Providence City to ensure compliance with applicable city standards, as determined by the Cache County Executive or their authorized designee.

CACHE COUNTY
RESOLUTION NO. 2026-28

SECTION 3: SCOPE & LIMITATIONS OF APPROVAL

The approval granted in this Resolution is strictly limited to the roadway access specifically described herein. The passage of this Resolution shall not be construed as to:

1. Create any contractual relationship or vested rights beyond the specific access point approved;
2. Waive or modify any other requirements of the Cache County Code or the Cache County Manual of Roadway Design & Construction Standards;
3. Obligate the County to provide any additional services or infrastructure to the development now or in the future; or
4. Create any third-party beneficiary rights for any person or entity not a party to this specific approval, including but not limited to any future owners, successors, or assigns of subdivided parcels, individual residential lots, or association(s) within the Homes at the Springs development as detailed in this Resolution.

SECTION 4: EFFECTIVE DATE

This Resolution shall be effective immediately upon passage.



CACHE COUNTY
RESOLUTION NO. 2026-28

PASSED AND APPROVED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH
THIS ____ DAY OF _____ 2026.

Council Member	In Favor	Against	Abstained	Absent
JoAnn Bennett				
Kathryn Beus				
David Erickson				
Keegan Garrity				
Sandi Goodlander				
Nolan Gunnell				
Mark Hurd				
Total				
FINAL ACTION: ____ ADOPT ____ REJECT				

CACHE COUNTY:

By:_____

Sandi Goodlander, Chair

ATTEST:

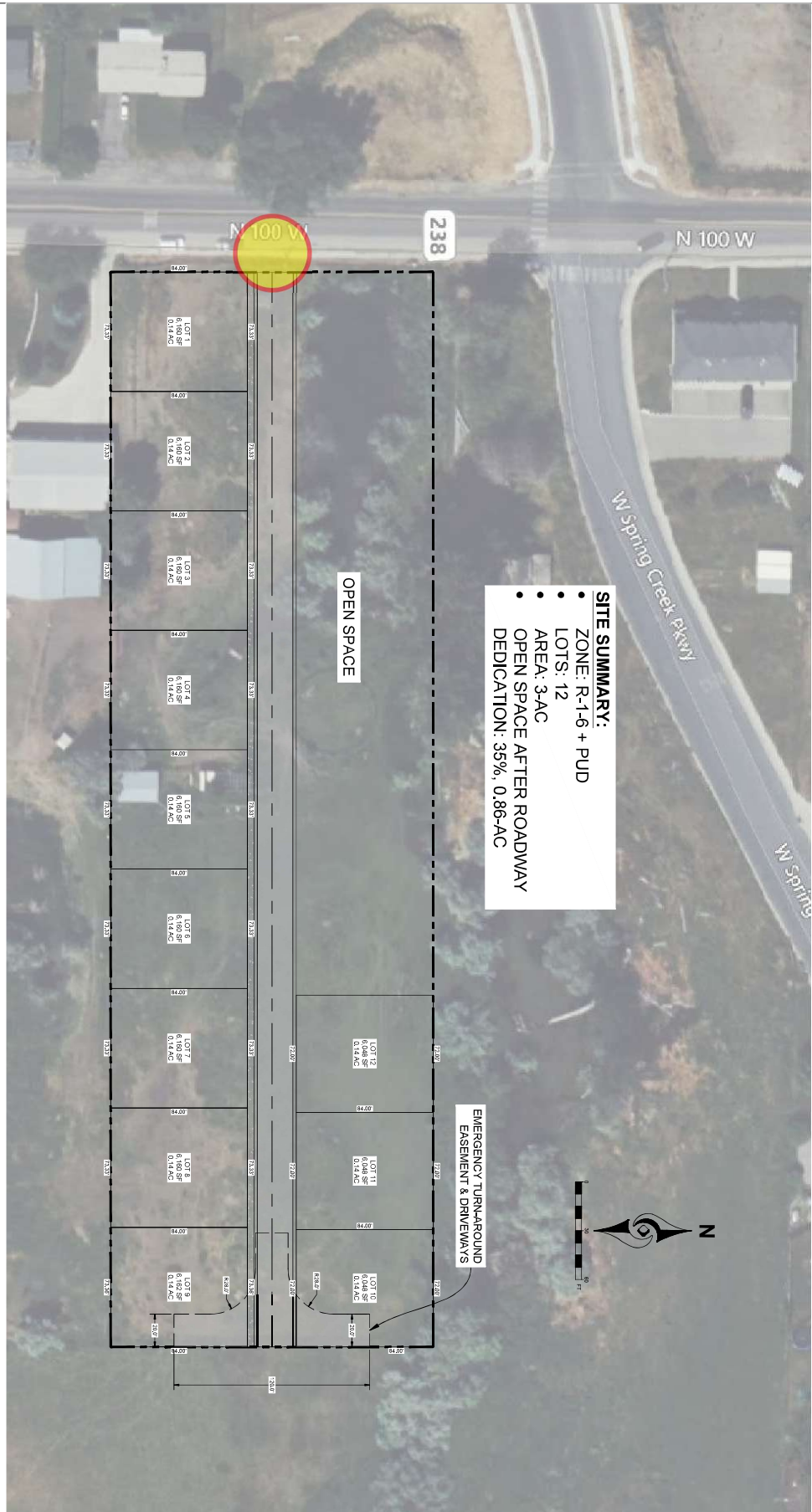
By:_____

Bryson Behm, County Clerk

CACHE COUNTY
RESOLUTION NO. 2026-28

EXHIBIT A

**Homes at the Springs Subdivision Site Plan & Access Location
Providence, UT**

[illegible]

HOMES AT THE SPRINGS
PROVIDENCE, UT

**County Road Access
Point for Homes at
the Springs**

civilsolutionsgroup inc.

CACHE VALLEY | P: 435.213.3762
SALT LAKE | P: 801.216.3192
UTAH VALLEY | P: 801.874.1432
info@civilsolutionsgroup.net
www.civilsolutionsgroup.net



DRAFT

SITE PLAN

1 OF 1



Ordinance Amendment



Section §17.18.050.B.5.e(1)
Sensitive Areas, Potentially Developable, Geologic Hazards



Sensitive Areas

- Non-Developable
 - Wetlands
 - Steep Slopes (>30%)
 - Natural Waterways and Open Water
- Potentially Developable
 - Moderate Slopes (20-30%)
 - Ridgelines
 - Floodplains
 - Important Habitat Areas
 - Geologic Hazards
 - Wildfire Hazards
 - Historic, Prehistoric, and Cultural Resources

Sensitive Areas

- Potentially Developable
 - Moderate Slopes (20-30%)
 - Geologic Hazards
 - Landslides
 - Landslide Scarps
 - Fault lines
 - Liquefaction Potential
- Geotech Report
 - Required for development with potential geologic hazards
 - Must be prepared by a qualified professional and meet certain criteria
 - Code currently exempts **agricultural buildings**, as defined by state code, and
 - Structures < 200 square feet

Proposed Ordinance Amendment

Increase square footage exemption:

- *Proposed change would increase exemption from a structure less than 200 square feet to **2,400 square feet** for a one-story, non-habitable, accessory structure (e.g., shop, shed).*
- *No change to agricultural exemption.*

Proposed Ordinance Amendment

17.18.050

B. Potentially Developable:

5. Geologic Hazards:

e. These requirements do not apply to the following:

- (1) **Accessory** structures **that are not meant for human occupancy, a single story, and are ~~200 sq. ft.~~ 2,400 sq. ft. or less.**
- (2) Agricultural buildings not for human occupancy as defined by State Code 15A-1-202 as amended.

Planning Commission

- Public Hearing - June 4, 2026
- Planning Commission recommended approval (6 yea, 0 nay)

Ordinance No. 2026-33
Cache County, Utah
Square Footage Exemption for Geotechnical Reports
Ordinance Amendment

An ordinance amending Title 17 of the Cache County Code by amending §17.18.050 to increase the geotechnical report exemption for single story accessory structures from 200 square feet to 2,400 square feet

Whereas, the “County Land Use Development and Management Act,” Utah Code Ann. §17-79-101 et seq., as amended (the “Act”), provides that each county may enact a land use ordinance 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, or amendments thereto, that represent the Planning Commission’s recommendations for zoning within the county; and

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

Whereas, on June 4th, 2026 the Planning Commission held a public hearing, accepted all comments, and on June 4th, 2026 recommended the approval of the proposed amendments to the County council for final action; and

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

Whereas, on August 11th, 2026, the County Council held a public hearing, to consider any comments regarding the proposed rezone. The County Council accepted all comments; and

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

Now, therefore, the County Legislative Body of Cache County ordains Section 17.18.050 of the Cache County Code is amended to read as follows, with a redline version attached as Exhibit A:

- **Cache County Code 17.18.050**
 - B. Potentially Developable:
 - 5. Geologic Hazards:
 - e. These requirements do not apply to the following:
 - (1) Accessory structures that are not meant for human occupancy, a single story, and are 2,400 square feet or less.
 - (2) Agricultural buildings not for human occupancy as defined by State Code 15A-1-202 as amended.

1. Effective date

This ordinance takes effect on _____, 2026. Following its passage but prior to the effective date, a copy of the ordinance shall be deposited with the County Clerk.

2. Council Vote and Final Action

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

Cache County Council:

Attest:

Sandi Goodlander, Chair

Bryson Behm, County Clerk

Action of the County Executive

Regarding Ordinance 2026-33, Square Footage Exemption for Geotechnical Reports
Code Amendment

_____ Approve

_____ Disapprove (A Statement of Objection is attached)

N. George Daines, Executive

Date

Current Ordinance:

17.18.050

B. Potentially Developable:

5. Geologic Hazards:

e. These requirements do not apply to the following:

- (1) Structures under 200 sq. ft.
- (2) Agricultural buildings not for human occupancy as defined by State Code 15A-1-202 as amended.

Proposed Ordinance:

17.18.050

B. Potentially Developable:

5. Geologic Hazards:

e. These requirements do not apply to the following:

- (1) Accessory structures that are not meant for human occupancy, a single story, and are ~~200~~ 2,400 sq. ft. or less.
- (2) Agricultural buildings not for human occupancy as defined by State Code 15A-1-202 as amended.

Summary of Proposed Changes to RAPZ Board Process and Procedures

Chapter 3.80: Tourism, Recreation, Cultural, and Convention (TRCC) Tax

1. Removes outdated 2009-2010 date clauses to reflect the ongoing 1% restaurant tax levy.
2. Adds airport facilities to authorized TRCC fund uses, directly matching Utah Code § 59-12-602.
3. Transfers board appointment authority directly to the County Council as the legislative body.
4. Updates the definition of "Restaurant" to align with current Utah State Tax Commission rules.

CHAPTER 3.82: Botanical, Cultural, Recreational, and Zoological (RAPZ) and Restaurant Tax Allocation

1. Expands and reorganizes the chapter to detailed sections establishing clear procedures and standards.
2. Adds the general requirement for voter reauthorization every ten years under state statute.
3. Adds the statutory definition for a zoological organization and clarifies that zoological funds can be used for either capital projects or operating expenses.
4. Reassigns the program administrator to report to the County Auditor, given that the Auditor is now the county's finance officer.
5. Defines the board as a 7-member board appointed directly by the County Council.
6. Sets 2-year terms for all appointees, and requires the Chair to be an appointed Council member.
7. Mandates a level of recusal for members affiliated with applicant organizations.
8. Establishes a step-by-step out-of-cycle checklist requiring a written paper application, an initial Council gateway vote, Advisory Board review, and a 2/3 Council supermajority vote, while exempting good-faith Council-initiated proposals from the initial gateway vote.
9. Strictly bans using grant funds for indirect costs, administrative overhead, or facilities expenses.
10. Sets a 31 ½ month spending limit and mandates that unspent funds be returned to the County within 14 days of expiration.
11. Requires extension requests to be submitted in writing 90 days prior to expiration for Council approval.
12. Prohibits informal changes and requires a formal scope change request, board review, and Council resolution.
13. Codifies a fixed reporting schedule on progress reports and the final closeout reports.
14. Establishes an official board logo and encourages grant recipients to display it on funded assets and marketing materials.



CACHE COUNTY
ORDINANCE NO. 2026-34

**AN ORDINANCE AMENDING CACHE COUNTY'S RAPZ AND RESTAURANT TAX
GOVERNANCE AND ALLOCATION PROCEDURES**

- (A) WHEREAS, Utah Code Ann. §§ 17-64-4 and 17-64-5 grant the Cache County Council the authority to "exercise all legislative powers, have all legislative duties, and perform all legislative functions of the county," and further authorize the Council to "pass ordinances," "pass resolutions," and adopt policies that conform with state and federal law; and
- (B) WHEREAS, Cache County Code § 2.12.120 assigns the Cache County Council the authority to "enact ordinances and adopt resolutions necessary and appropriate to establish official policy"; and
- (C) WHEREAS, pursuant to Utah Code Ann. §§ 59-12-601 et seq. and §§ 59-12-701 et seq., Cache County has lawfully imposed Tourism, Recreation, Cultural, and Convention (TRCC) and Botanical, Cultural, Recreational, and Zoological (RAPZ) sales and use taxes to support qualifying cultural facilities, recreational amenities, tourism promotion, and botanical, cultural, and zoological organizations across the County; and
- (D) WHEREAS, Cache County Code Chapter 3.80 and Chapter 3.82 establish the local regulatory framework governing the application, review, and distribution of TRCC and RAPZ tax revenues; and
- (E) WHEREAS, the Cache County Council desires to amend Chapters 3.80 and 3.82 in their entirety to strengthen administrative governance, enhance transparency, clarify advisory board procedures, and ensure standards of accountability and fiscal responsibility in the expenditure of public tax funds; and
- (F) WHEREAS, due to the seasonal realities of capital construction, equipment procurement timelines, and unforeseen facility needs, the County Council recognizes that rigid annual-only award schedules can inadvertently cause costly project delays, missed seasonal construction windows, or administrative inefficiencies; and
- (G) WHEREAS, to establish an orderly, transparent administrative procedure that aligns with lawful county budget openings and enables timely consideration of time-sensitive capital requests, the Cache County Council finds pursuant to Utah Code Ann. § 17-64-502(6) that enacting these procedural amendments with immediate effect is necessary for the immediate preservation of the peace, health, or safety of the county and its inhabitants to prevent costly capital project delays and ensure efficient county budget administration;
- (H) WHEREAS, the Cache County Council finds that this ordinance is in the best interest of Cache County and its citizens;

CACHE COUNTY
ORDINANCE NO. 2026-34

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

SECTION 1: Amendment of Cache County Chapter 3.80

Cache County Code Chapter 3.80 is hereby amended in its entirety to read as attached to this ordinance as shown in "Exhibit A", with a separate a redline comparison attached as "Exhibit B".

SECTION 2: Amendment of Cache County Chapter 3.82

Cache County Code Chapter 3.82 is hereby amended in its entirety to read as attached to this ordinance as shown in "Exhibit C", with a separate a redline comparison attached as "Exhibit D".

SECTION 3: Effective Date

Pursuant to Utah Code Ann. § 17-64-502(6), and based upon the explicit finding of the Cache County Council that this Ordinance is necessary for the immediate preservation of the peace, health, or safety of the county and its inhabitants to prevent costly capital project delays and ensure efficient county budget administration, this Ordinance shall take effect immediately upon publication or posting as required by law.



CACHE COUNTY
ORDINANCE NO. 2026-34

PASSED AND APPROVED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH
THIS ____ DAY OF _____ 2026.

Council Member	In Favor	Against	Abstained	Absent
JoAnn Bennett				
Kathryn Beus				
David Erickson				
Keegan Garrity				
Sandi Goodlander				
Nolan Gunnell				
Mark Hurd				
Total				
FINAL ACTION: ____ ADOPT ____ REJECT				

CACHE COUNTY:

ATTEST:

By: _____

Sandi Goodlander, Chair

By: _____

Bryson Behm, County Clerk

CACHE COUNTY
ORDINANCE NO. 2026-34

ACTION OF THE COUNTY EXECUTIVE:

_____ Approved

_____ Disapproved (written statement of objection attached)

By: _____

N. George Daines, County Executive

_____ Date

CACHE COUNTY
ORDINANCE NO. 2026-34

Exhibit A

Cache County Code Chapter 3.80

CHAPTER 3.80: TOURISM, RECREATION, CULTURAL, AND CONVENTION TAX

3.80.010: TITLE

3.80.020: PURPOSE

3.80.030: DEFINITIONS

3.80.040: IMPOSITION OF TAX

3.80.050: USE OF REVENUES

3.80.060: COLLECTION

3.80.070: LICENSURE

3.80.080: ADVISORY BOARD

3.80.090: ALLOCATION AND APPLICATION OF REVENUES

3.80.010: TITLE

This chapter shall be known as the Tourism, Recreation, Cultural, and Convention Tax Ordinance of Cache County.

3.80.020: PURPOSE

It is the purpose of this chapter to impose a tourism, recreation, cultural, and convention tax for the purposes of financing, in whole or in part, tourism promotion, and the development, operation, and maintenance of tourist, recreation, cultural, convention, and airport facilities as defined in Utah Code Ann. § 59-12-602.

3.80.030: DEFINITIONS

As used in this chapter:



CACHE COUNTY
ORDINANCE NO. 2026-34

CONVENTION FACILITY: Any publicly owned or operated convention center, sports arena, or other facility at which conventions, conferences, and other gatherings are held and whose primary business or function is to host such conventions, conferences, and other gatherings.

CULTURAL FACILITY: Any publicly owned or operated museum, theater, art center, music hall, or other cultural or arts facility.

RECREATION FACILITY OR TOURIST FACILITY: Any publicly owned or operated park, campground, marina, dock, golf course, water park, historic park, monument, planetarium, zoo, bicycle trail, or other recreation or tourism-related facility.

RESTAURANT: The same as defined in Utah Code Ann. § 59-12-602 and applicable Utah State Tax Commission rules, including retail establishments whose primary business is the sale of prepared food for immediate or on-premises consumption.

3.80.040: IMPOSITION OF TAX

There is hereby levied for collection a tourism, recreation, cultural, and convention tax on all qualifying sales of prepared food and beverages sold by restaurants in Cache County, Utah, at the rate of one percent (1%).

3.80.050: USE OF REVENUES

The revenues received from the tourism, recreation, cultural, and convention tax shall be used solely for the purposes of financing, in whole or in part, tourism promotion, and the development, operation, and maintenance of tourist, recreation, cultural, convention, and airport facilities as defined herein.

3.80.060: COLLECTION

All taxes levied under this chapter shall be collected by the Utah State Tax Commission pursuant to Utah Code Ann. Title 59, Chapter 12, Part 6, in the manner provided for other state and local sales and use taxes.

3.80.070: LICENSURE

All persons or entities doing business as a restaurant shall obtain from the Utah State Tax Commission a tourism, recreation, cultural, or convention tax license, provided no additional

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license shall be required if a license has already been obtained pursuant to Utah Code Ann. § 59-12-106.

3.80.080: ADVISORY BOARD

An advisory board may be established in accordance with Utah Code Ann. § 17-78-706 for the purpose of making recommendations for the allocation and application of revenues derived from the tourism, recreation, cultural, and convention tax. All appointments to the advisory board shall be made by the Cache County Council as the county legislative body.

3.80.090: ALLOCATION AND APPLICATION OF REVENUES

Recommendations for the allocation and application of revenues derived from the tourism, recreation, cultural, and convention tax shall be submitted to the Cache County Council. Acting upon recommendations, the Cache County Council shall, by resolution, approve the final allocation and application of such revenues.

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Exhibit B

Redline of Cache County Code Chapter 3.80

CHAPTER 3.80: TOURISM, RECREATION, CULTURAL, AND CONVENTION TAX

3.80.010: TITLE

3.80.020: PURPOSE

3.80.030: DEFINITIONS

3.80.040: IMPOSITION OF TAX

3.80.050: USE OF REVENUES

3.80.060: COLLECTION

3.80.070: LICENSURE

3.80.080: ADVISORY BOARD

3.80.090: ALLOCATION AND APPLICATION OF REVENUES

3.80.010: TITLE

This chapter shall be known as the Tourism, Recreation, Cultural, and Convention Tax Ordinance of Cache County.

3.80.020: PURPOSE

It is the purpose of this chapter to impose a tourism, recreation, cultural, and convention tax for the purposes of financing, in whole or in part, tourism promotion, and the development, operation, and maintenance of tourist, recreation, cultural, convention, and airport facilities as defined in Utah Code Ann. § 59-12-602.

3.80.030: DEFINITIONS

As used in this chapter:



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CONVENTION FACILITY: Any publicly owned or operated convention center, sports arena, or other facility at which conventions, conferences, and other gatherings are held and whose primary business or function is to host such conventions, conferences, and other gatherings.

CULTURAL FACILITY: Any publicly owned or operated museum, theater, art center, music hall, or other cultural or arts facility.

RECREATION FACILITY OR TOURIST FACILITY: Any publicly owned or operated park, campground, marina, dock, golf course, water park, historic park, monument, planetarium, zoo, bicycle trail, or other recreation or tourism-related facility.

RESTAURANT: The same as defined in Utah Code Ann. § 59-12-602 and applicable Utah State Tax Commission rules, including retail establishments whose primary business is the sale of prepared food for immediate or on-premises consumption.

3.80.040: IMPOSITION OF TAX

There is hereby levied for collection a tourism, recreation, cultural, and convention tax on all qualifying sales of prepared food and beverages sold by restaurants in Cache County, Utah, at the rate of one percent (1%).

3.80.050: USE OF REVENUES

The revenues received from the tourism, recreation, cultural, and convention tax shall be used solely for the purposes of financing, in whole or in part, tourism promotion, and the development, operation, and maintenance of tourist, recreation, cultural, convention, and airport facilities as defined herein.

3.80.060: COLLECTION

All taxes levied under this chapter shall be collected by the Utah State Tax Commission pursuant to Utah Code Ann. Title 59, Chapter 12, Part 6, in the manner provided for other state and local sales and use taxes.

3.80.070: LICENSURE



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All persons or entities doing business as a restaurant shall obtain from the Utah State Tax Commission a tourism, recreation, cultural, or convention tax license, provided no additional license shall be required if a license has already been obtained pursuant to Utah Code Ann. § 59-12-106.

3.80.080: ADVISORY BOARD

TAn advisory board may be established in accordance with Utah Code Ann. § 17-78-706 for the purpose of making recommendations for the allocation and application of revenues derived from the tourism, recreation, cultural, and convention tax. All appointments to the advisory board shall be made by the Cache County Council as the county legislative body.

3.80.090: ALLOCATION AND APPLICATION OF REVENUES

TRecommendations for the allocation and application of revenues derived from the tourism, recreation, cultural, and convention tax shall be submitted to the Cache County Council. Acting upon recommendations, the Cache County Council shall, by resolution, approve the final allocation and application of such revenues.



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Exhibit C

Cache County Code Chapter 3.82

**CHAPTER 3.82: BOTANICAL, CULTURAL, RECREATIONAL, AND ZOOLOGICAL
(RAPZ) AND RESTAURANT TAX ALLOCATION**

3.82.010: TAX IMPOSED

3.82.020: DEFINITIONS

3.82.030: USE OF REVENUE AND RESTRICTIONS

3.82.040: CONTROLLING STATE LAW

3.82.050: ADMINISTRATIVE COST DEDUCTIONS

3.82.060: RAPZ AND RESTAURANT TAX ADVISORY BOARD APPOINTMENT AND
COMPOSITION

3.82.070: APPLICATION PROCESS, FIXED TIMELINE, AND APPROVAL

3.82.080: OUT-OF-CYCLE APPLICATIONS

3.82.090: ALLOCATION PERCENTAGES AND RESTAURANT TAX CATEGORY

3.82.100: AWARD LETTER ACKNOWLEDGMENT, TIMELINES, AND MANDATORY
CLAWBACK

3.82.110: CHANGE OF SCOPE OF AWARDS

3.82.120: MANDATORY PROJECT REPORTING SCHEDULE AND CONTENT

3.82.130: ADVISORY BOARD LOGO; PERMISSION AND SUGGESTED USAGE

3.82.010: TAX IMPOSED

- A. Pursuant to Utah Code Ann. § 59-12-701 et seq., an optional sales and use tax of one-tenth of one percent (0.1%), having been duly authorized by the voters and levied pursuant to state law, is hereby reimposed on all qualifying transactions within Cache County, including incorporated cities and towns. This tax is designated locally as the Recreation, Arts, Parks, and Zoos (RAPZ) tax, referred to as “RAPZ” or “RAPZ Tax” for the purposes of this chapter.



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1. Pursuant to state statute, the RAPZ tax is subject to voter reauthorization every ten (10) years.
- B. The county levies a one percent (1%) tourism, recreation, cultural, convention, and airport facilities tax on qualifying restaurant sales pursuant to Utah Code Ann. § 59-12-601 et seq. and Chapter 3.80 of this code. This tax is referred to as “Restaurant Tax” for the purposes of this chapter.

3.82.020: DEFINITIONS

Terms used in this chapter shall have the meanings defined in controlling state statute, including Utah Code Ann. § 59-12-602 and § 59-12-702. In addition, as used in this chapter:

CAPITAL PROJECT: Any physical construction, structural expansion, land acquisition, major physical renovation, structural demolition, or permanent infrastructure acquisition, as distinguished from ongoing operational, administrative, or maintenance expenses.

ZOOLOGICAL ORGANIZATION: A public, public-private partnership, or private nonprofit organization having as its primary purpose the advancement and preservation of zoology, pursuant to Utah Code Ann. § 59-12-702. "Zoological organization" does not include an agency of the state, educational institution, radio or television broadcasting network or station, cable communications system, newspaper, or magazine.

3.82.030: USE OF REVENUE AND RESTRICTIONS

- A. RAPZ tax revenues shall be used exclusively for:
 1. Financing publicly owned or operated recreational and zoological facilities within Cache County or municipalities within the county; and
 2. Capital or ongoing operating expenses of botanical, cultural, and zoological organizations within the county.
- B. No funds allocated under the RAPZ Cultural and Botanical category may be expended for capital projects, capital acquisitions, structural demolition, facility expansion, or major physical renovations.
- C. Restaurant tax revenues shall be used solely for tourism promotion and the development, operation, and maintenance of tourist, recreation, cultural, convention, and airport facilities pursuant to Utah Code Ann. § 59-12-603 and Chapter 3.80 of this code.



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- D. A recipient shall not use RAPZ Tax or Restaurant Tax grant award funds to pay for indirect costs, administrative overhead, facilities and administrative (F&A) expenses, or general operational overhead.

3.82.040: CONTROLLING STATE LAW

The reimposition, administration, definition, and expenditure of RAPZ and Restaurant tax funds shall conform strictly to Utah Code Ann. Title 59, Chapter 12, Parts 6 and 7, and Title 17, Chapter 78, as amended. Any provision of this chapter in conflict with superior state statute shall be deemed invalid and superseded by state law.

3.82.050: ADMINISTRATION AND ADMINISTRATIVE COST DEDUCTIONS

- A. The RAPZ/Restaurant Tax Administrator shall report to the County Auditor and provide staff support to the Advisory Board.
1. A single form will be developed to apply for RAPZ or restaurant tax funds and the advisory board will recommend which source of funds will be used.
- B. Pursuant to state law and applicable administrative rules:
1. Up to 0.6% of collected RAPZ revenues shall be retained by the State of Utah for collection expenses.
 2. Up to 0.9% of collected RAPZ and Restaurant tax revenues shall be allocated to fund the administration, contract/award tracking, auditing, and compliance monitoring of the RAPZ and Restaurant tax programs.

3.82.060: RAPZ AND RESTAURANT TAX ADVISORY BOARD APPOINTMENT AND COMPOSITION

- A. A single RAPZ and Restaurant Tax Advisory Board consisting of exactly seven (7) voting members is hereby established to evaluate proposals and make recommendations to the County Council for both funding pools.
- B. All seven (7) members of the Advisory Board shall be appointed directly by the Cache County Council, as the county legislative body. The terms of the appointment to the Advisory Board shall be for two (2) years, expiring simultaneously.
- C. The Advisory Board shall consist of:



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1. Two (2) members of the Cache County Council; and
 2. Five (5) citizen representatives residing in Cache County, with one (1) representative appointed from each of the five (5) county council districts not represented by the appointed council members.
- D. The Chair of the Advisory Board shall be elected annually by the board members from among the appointed County Council members.
- E. Any member of the Advisory Board who serves as an officer, board member, paid employee, contractual consultant, or active volunteer for an applicant organization (or whose immediate family member serves in such a capacity) shall disclose such interest in writing prior to board deliberations.
1. The interested member shall strictly refrain from advocating or voting on the affected application. However, the interested member may score and discuss the affected application.
 2. Said restriction shall not apply to any member of the County Council strictly for the purposes of evaluating applications submitted by the County or any of its competent entities.

3.82.070: APPLICATION PROCESS, FIXED TIMELINE, AND APPROVAL

- A. All standard RAPZ and Restaurant tax allocations shall follow a single, fixed annual application cycle.
1. The application window shall open annually on the first business day in January.
 2. Standard application proposals are due no later than 5:00 p.m. on the first Friday in March. Any application submitted after the aforementioned deadline shall not be considered by the Advisory Board.
 3. The Advisory Board shall evaluate and score applications in March and April.
 4. The County Council shall review, adjust, and ratify final award allocations by the second regular meeting of the County Council in May by legislative resolution.
 5. Notwithstanding any other applicable provisions of this chapter, unsolicited, ad-hoc, late, or uncompleted external applications submitted outside the aforementioned deadline shall not be accepted or directly acted upon by the County Council.



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3.82.080: OUT-OF-CYCLE APPLICATIONS

- A. Applicants seeking off-cycle funding shall submit a formal paper application to the Administrator detailing the specific justification, criteria, and reasons why the request could not be submitted during the standard annual cycle.
- B. The Council may only consider the approval of an out-of-cycle proposal if it follows the exact following process:
 - 1. The applicant submits the above-stated formal written paper application to the Administrator detailing the specific justification, criteria, and reasons why the request could not be submitted during the standard annual cycle.
 - 2. The County Council votes by majority that a time-sensitive grant/property deadline or a critical operational window exists, such that, without immediate action, a loss would occur that could not otherwise be overcome or applied for in the next upcoming cycle, and formally refers the request to, and convenes, the Advisory Board prior to receiving any legislative action.
 - 3. The Advisory Board shall convene, consider and score the application forwarded from the County Council, and recommend/advise the County Council on the application.
 - 4. Upon receiving the recommendation of the Advisory Board, the County Council may, by a two-thirds (2/3) vote, authorize an out-of-cycle application by legislative resolution such that it meets the above-stated criteria.
 - 5. Notwithstanding the initial threshold vote requirement set forth in Subsection (B)(2), any proposal initiated or considered and approved in good faith by the County Council may be referred directly to the Advisory Board for scoring and recommendation without an initial majority threshold vote, whereupon the Advisory Board shall convene to score the proposal and submit its recommendation to the Council prior to final Council action under Subsection (B)(4).

3.82.090: ALLOCATION PERCENTAGES AND RESTAURANT TAX CATEGORY

Net tax revenues (after state collection and county administrative retention) shall be allocated annually as follows:

- A. RAPZ Cultural and Botanical (40% of RAPZ):



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1. Restricted strictly to ongoing operational expenses of qualifying botanical and cultural organizations. Capital projects are prohibited.
- B. RAPZ Parks and Recreation (50% of RAPZ):
1. Fifteen percent (15%) of total net RAPZ revenues shall be distributed directly to incorporated cities and towns proportional to municipal population, provided the municipality maintains its baseline recreation expenditure level.
 2. Thirty-five percent (35%) of total net RAPZ revenues shall be awarded competitively based on annual proposals for recreational capital projects or facility operations.
- C. RAPZ Zoological Facilities (10% of RAPZ):
1. Designated for public, public-private partnership, or private nonprofit zoological organizations based on an approved annual proposal. Any unallocated portion in this category shall revert to Parks and Recreation competitive capital projects.
 2. Funds can be used either for capital projects or operating expenses.
- D. Restaurant Tax (TRCC) Category:
1. Revenues collected under Chapter 3.80 shall be allocated annually based on competitive proposals evaluated by the Advisory Board. Primary emphasis shall be placed on supporting tourism promotion and financing the development, operation, and maintenance of publicly owned or operated tourism, recreation, cultural, convention, and airport facilities.

3.82.100: AWARD LETTER ACKNOWLEDGMENT, TIMELINES, AND MANDATORY CLAWBACK

- A. Award recipients must return a signed Award Letter Acknowledgment agreeing to all grant terms, reporting conditions, and clawback provisions within ninety (90) days of Council appropriation.
- B. All funds must be fully spent within thirty-one and a half (31 ½) months of award approval (by December of the third year), unless an extension is granted pursuant to this section. Failure to return a signed award letter acknowledgment within 90 days or show reasonable progress within 12 months results in automatic award termination.
- C. Emergency extensions may be requested for documented unforeseen circumstances.



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1. A grantee may request an extension of time up to one (1) year beyond the original project completion deadline.
 2. The extension request must be submitted in writing to the Administrator no later than ninety (90) calendar days prior to the original expiration date.
 3. An extension may be granted upon approval by a majority vote of the County Council, as outlined in the award letter and as determined by the Council.
- D. Unspent balances or uncompleted project funds must be returned to the County within fourteen (14) calendar days of award letter expiration. Blanket carryover extensions are prohibited.
- E. Returned or forfeited funds shall immediately revert to the active pool of their respective tax program as new revenue for the next competitive cycle.

3.82.110: CHANGE OF SCOPE OF AWARDS

- A. Informal, verbal, or ad-hoc requests to redirect awarded funds to new projects or locations are strictly prohibited.
- B. If unforeseen engineering or physical conditions prevent project execution, the grantee must file a written Scope Change Request with the Administrator prior to expiration. The Advisory Board shall review the request, and any approved change requires formal written authorization approved by the Council by legislative resolution.
- C. Executing modified work prior to formal written authorization results in automatic grant forfeiture and immediate clawback.

3.82.120: MANDATORY PROJECT REPORTING SCHEDULE AND CONTENT

- A. All recipients of RAPZ and Restaurant tax program awards shall submit progress and activity reports according to the schedule set forth in this section. Financial reimbursement requests are submitted separately. If a final financial reimbursement request is submitted prior to a progress report due date, only the final report is required.
- B. All entities or recipients of an award shall submit progress and final reports to the Cache County Finance Department through the established reporting system according to the following schedule:



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REPORT SEQUENCE	REPORTING WORK PERIOD	SUBMISSION DUE DATE
1ST PROGRESS REPORT	May 12 – September 30	October 20
2ND PROGRESS REPORT	October 1 – September 30	October 20
3RD PROGRESS REPORT	October 1 – September 30	October 20
FINAL PROGRESS REPORT	Cumulative Project Term	January 20 (<i>Following project completion</i>)

C. Required report contents are as follows:

1. Each progress report submitted on October 20 must contain:
 - a. A comprehensive narrative detailing all activities, milestones achieved, and challenges encountered during the reporting work period.
 - b. An outline of planned activities, proposed timelines, resource allocations, and expected deliverables for the upcoming work period.
2. The Final Progress Report due on January 20 serves as the project closeout narrative and must contain:
 - a. A comprehensive evaluation of the overall project lifecycle.
 - b. The Final Progress Report shall be submitted upon project completion, following the submittal of all final financial reimbursement requests.

3.82.130: ADVISORY BOARD LOGO; PERMISSION AND SUGGESTED USAGE

- A. The County Council shall adopt a logo for the Advisory Board and program, and may, from time to time, make any adjustments to said logo.
- B. All grant recipients shall have permission, and are encouraged, to prominently display the official Cache County RAPZ and Restaurant Tax Advisory Board logo on funded facilities, capital projects, equipment, signage, event marketing, and promotional materials in recognition of RAPZ Tax and Restaurant Tax funding support as outlined in the award letter.



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Exhibit D

Redline of Cache County Code Chapter 3.80

**CHAPTER 3.82: BOTANICAL, CULTURAL, RECREATIONAL, AND ZOOLOGICAL
(RAPZ) AND RESTAURANT TAX ALLOCATION**

3.82.010: TAX IMPOSED

3.82.020: DEFINITIONS

3.82.030: USE OF REVENUE AND RESTRICTIONS

3.82.040: CONTROLLING STATE LAW

3.82.050: ADMINISTRATIVE COST DEDUCTIONS

3.82.060: RAPZ AND RESTAURANT TAX ADVISORY BOARD APPOINTMENT AND
COMPOSITION

3.82.070: APPLICATION PROCESS, FIXED TIMELINE, AND APPROVAL

3.82.080: OUT-OF-CYCLE APPLICATIONS

3.82.090: ALLOCATION PERCENTAGES AND RESTAURANT TAX CATEGORY

3.82.100: AWARD LETTER ACKNOWLEDGMENT, TIMELINES, AND MANDATORY
CLAWBACK

3.82.110: CHANGE OF SCOPE OF AWARDS

3.82.120: MANDATORY PROJECT REPORTING SCHEDULE AND CONTENT

3.82.130: ADVISORY BOARD LOGO; PERMISSION AND SUGGESTED USAGE

3.82.010: TAX IMPOSED

- C. Pursuant to Utah Code Ann. § 59-12-701 et seq., an optional sales and use tax of one-tenth of one percent (0.1%), having been duly authorized by the voters and levied pursuant to state law, is hereby reimposed on all qualifying transactions within Cache County, including incorporated cities and towns. This tax is designated locally as the Recreation, Arts, Parks, and Zoos (RAPZ) tax, referred to as “RAPZ” or “RAPZ Tax” for the purposes of this chapter.



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1. Pursuant to state statute, the RAPZ tax is subject to voter reauthorization every ten (10) years.
- D. The county levies a one percent (1%) tourism, recreation, cultural, convention, and airport facilities tax on qualifying restaurant sales pursuant to Utah Code Ann. § 59-12-601 et seq. and Chapter 3.80 of this code. This tax is referred to as “Restaurant Tax” for the purposes of this chapter.

3.82.020: DEFINITIONS

Terms used in this chapter shall have the meanings defined in controlling state statute, including Utah Code Ann. § 59-12-602 and § 59-12-702. In addition, as used in this chapter:

CAPITAL PROJECT: Any physical construction, structural expansion, land acquisition, major physical renovation, structural demolition, or permanent infrastructure acquisition, as distinguished from ongoing operational, administrative, or maintenance expenses.

ZOOLOGICAL ORGANIZATION: A public, public-private partnership, or private nonprofit organization having as its primary purpose the advancement and preservation of zoology, pursuant to Utah Code Ann. § 59-12-702. "Zoological organization" does not include an agency of the state, educational institution, radio or television broadcasting network or station, cable communications system, newspaper, or magazine.

3.82.030: USE OF REVENUE AND RESTRICTIONS

- E. RAPZ tax revenues shall be used exclusively for:
 1. Financing publicly owned or operated recreational and zoological facilities within Cache County or municipalities within the county; and
 2. Capital or ongoing operating expenses of botanical, cultural, and zoological organizations within the county.
- F. No funds allocated under the RAPZ Cultural and Botanical category may be expended for capital projects, capital acquisitions, structural demolition, facility expansion, or major physical renovations.
- G. Restaurant tax revenues shall be used solely for tourism promotion and the development, operation, and maintenance of tourist, recreation, cultural, convention, and airport facilities pursuant to Utah Code Ann. § 59-12-603 and Chapter 3.80 of this code.



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- H. A recipient shall not use RAPZ Tax or Restaurant Tax grant award funds to pay for indirect costs, administrative overhead, facilities and administrative (F&A) expenses, or general operational overhead.

3.82.040: CONTROLLING STATE LAW

The reimposition, administration, definition, and expenditure of RAPZ and Restaurant tax funds shall conform strictly to Utah Code Ann. Title 59, Chapter 12, Parts 6 and 7, and Title 17, Chapter 78, as amended. Any provision of this chapter in conflict with superior state statute shall be deemed invalid and superseded by state law.

3.82.050: ADMINISTRATION AND ADMINISTRATIVE COST DEDUCTIONS

- C. The RAPZ/Restaurant Tax Administrator shall report to the County Auditor and provide staff support to the Advisory Board.
1. A single form will be developed to apply for RAPZ or restaurant tax funds and the advisory board will recommend which source of funds will be used.
- D. Pursuant to state law and applicable administrative rules:
1. Up to 0.6% of collected RAPZ revenues shall be retained by the State of Utah for collection expenses.
 2. Up to 0.9% of collected RAPZ and Restaurant tax revenues shall be allocated to fund the administration, contract/award tracking, auditing, and compliance monitoring of the RAPZ and Restaurant tax programs.

3.82.060: RAPZ AND RESTAURANT TAX ADVISORY BOARD APPOINTMENT AND COMPOSITION

- F. A single RAPZ and Restaurant Tax Advisory Board consisting of exactly seven (7) voting members is hereby established to evaluate proposals and make recommendations to the County Council for both funding pools.
- G. All seven (7) members of the Advisory Board shall be appointed directly by the Cache County Council, as the county legislative body. The terms of the appointment to the Advisory Board shall be for two (2) years, expiring simultaneously.
- H. The Advisory Board shall consist of:



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1. Two (2) members of the Cache County Council; and
 2. Five (5) citizen representatives residing in Cache County, with one (1) representative appointed from each of the five (5) county council districts not represented by the appointed council members.
- I. The Chair of the Advisory Board shall be elected annually by the board members from among the appointed County Council members.
- J. Any member of the Advisory Board who serves as an officer, board member, paid employee, contractual consultant, or active volunteer for an applicant organization (or whose immediate family member serves in such a capacity) shall disclose such interest in writing prior to board deliberations.
1. The interested member shall strictly refrain from advocating or voting on the affected application. However, the interested member may score and discuss the affected application.
 2. Said restriction shall not apply to any member of the County Council strictly for the purposes of evaluating applications submitted by the County or any of its competent entities.

3.82.070: APPLICATION PROCESS, FIXED TIMELINE, AND APPROVAL

- B. All standard RAPZ and Restaurant tax allocations shall follow a single, fixed annual application cycle.
1. The application window shall open annually on the first business day in January.
 2. Standard application proposals are due no later than 5:00 p.m. on the first Friday in March. Any application submitted after the aforementioned deadline shall not be considered by the Advisory Board.
 3. The Advisory Board shall evaluate and score applications in March and April.
 4. The County Council shall review, adjust, and ratify final award allocations by the second regular meeting of the County Council in May by legislative resolution.
 5. Notwithstanding any other applicable provisions of this chapter, unsolicited, ad-hoc, late, or uncompleted external applications submitted outside the aforementioned deadline shall not be accepted or directly acted upon by the County Council.



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3.82.080: OUT-OF-CYCLE APPLICATIONS

- C. Applicants seeking off-cycle funding shall submit a formal paper application to the Administrator detailing the specific justification, criteria, and reasons why the request could not be submitted during the standard annual cycle.
- D. The Council may only consider the approval of an out-of-cycle proposal if it follows the exact following process:
 - 1. The applicant submits the above-stated formal written paper application to the Administrator detailing the specific justification, criteria, and reasons why the request could not be submitted during the standard annual cycle.
 - 2. The County Council votes by majority that a time-sensitive grant/property deadline or a critical operational window exists, such that, without immediate action, a loss would occur that could not otherwise be overcome or applied for in the next upcoming cycle, and formally refers the request to, and convenes, the Advisory Board prior to receiving any legislative action.
 - 3. The Advisory Board shall convene, consider and score the application forwarded from the County Council, and recommend/advise the County Council on the application.
 - 4. Upon receiving the recommendation of the Advisory Board, the County Council may, by a two-thirds (2/3) vote, authorize an out-of-cycle application by legislative resolution such that it meets the above-stated criteria.
 - 5. Notwithstanding the initial threshold vote requirement set forth in Subsection (B)(2), any proposal initiated or considered and approved in good faith by the County Council may be referred directly to the Advisory Board for scoring and recommendation without an initial majority threshold vote, whereupon the Advisory Board shall convene to score the proposal and submit its recommendation to the Council prior to final Council action under Subsection (B)(4).

3.82.090: ALLOCATION PERCENTAGES AND RESTAURANT TAX CATEGORY

Net tax revenues (after state collection and county administrative retention) shall be allocated annually as follows:

- E. RAPZ Cultural and Botanical (40% of RAPZ):



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1. Restricted strictly to ongoing operational expenses of qualifying botanical and cultural organizations. Capital projects are prohibited.
- F. RAPZ Parks and Recreation (50% of RAPZ):
1. Fifteen percent (15%) of total net RAPZ revenues shall be distributed directly to incorporated cities and towns proportional to municipal population, provided the municipality maintains its baseline recreation expenditure level.
 2. Thirty-five percent (35%) of total net RAPZ revenues shall be awarded competitively based on annual proposals for recreational capital projects or facility operations.
- G. RAPZ Zoological Facilities (10% of RAPZ):
1. Designated for public, public-private partnership, or private nonprofit zoological organizations based on an approved annual proposal. Any unallocated portion in this category shall revert to Parks and Recreation competitive capital projects.
 2. Funds can be used either for capital projects or operating expenses.
- H. Restaurant Tax (TRCC) Category:
1. Revenues collected under Chapter 3.80 shall be allocated annually based on competitive proposals evaluated by the Advisory Board. Primary emphasis shall be placed on supporting tourism promotion and financing the development, operation, and maintenance of publicly owned or operated tourism, recreation, cultural, convention, and airport facilities.

3.82.100: AWARD LETTER ACKNOWLEDGMENT, TIMELINES, AND MANDATORY CLAWBACK

- F. Award recipients must return a signed Award Letter Acknowledgment agreeing to all grant terms, reporting conditions, and clawback provisions within ninety (90) days of Council appropriation.
- G. All funds must be fully spent within thirty-one and a half (31 ½) months of award approval (by December of the third year), unless an extension is granted pursuant to this section. Failure to return a signed award letter acknowledgment within 90 days or show reasonable progress within 12 months results in automatic award termination.
- H. Emergency extensions may be requested for documented unforeseen circumstances.



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1. A grantee may request an extension of time up to one (1) year beyond the original project completion deadline.
 2. The extension request must be submitted in writing to the Administrator no later than ninety (90) calendar days prior to the original expiration date.
 3. An extension may be granted upon approval by a majority vote of the County Council, as outlined in the award letter and as determined by the Council.
- I. Unspent balances or uncompleted project funds must be returned to the County within fourteen (14) calendar days of award letter expiration. Blanket carryover extensions are prohibited.
- J. Returned or forfeited funds shall immediately revert to the active pool of their respective tax program as new revenue for the next competitive cycle.

3.82.110: CHANGE OF SCOPE OF AWARDS

- D. Informal, verbal, or ad-hoc requests to redirect awarded funds to new projects or locations are strictly prohibited.
- E. If unforeseen engineering or physical conditions prevent project execution, the grantee must file a written Scope Change Request with the Administrator prior to expiration. The Advisory Board shall review the request, and any approved change requires formal written authorization approved by the Council by legislative resolution.
- F. Executing modified work prior to formal written authorization results in automatic grant forfeiture and immediate clawback.

3.82.120: MANDATORY PROJECT REPORTING SCHEDULE AND CONTENT

- D. All recipients of RAPZ and Restaurant tax program awards shall submit progress and activity reports according to the schedule set forth in this section. Financial reimbursement requests are submitted separately. If a final financial reimbursement request is submitted prior to a progress report due date, only the final report is required.
- E. All entities or recipients of an award shall submit progress and final reports to the Cache County Finance Department through the established reporting system according to the following schedule:



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ORDINANCE NO. 2026-34

REPORT SEQUENCE	REPORTING WORK PERIOD	SUBMISSION DUE DATE
1ST PROGRESS REPORT	May 12 – September 30	October 20
2ND PROGRESS REPORT	October 1 – September 30	October 20
3RD PROGRESS REPORT	October 1 – September 30	October 20
FINAL PROGRESS REPORT	Cumulative Project Term	January 20 (<i>Following project completion</i>)

F. Required report contents are as follows:

1. Each progress report submitted on October 20 must contain:
 - a. A comprehensive narrative detailing all activities, milestones achieved, and challenges encountered during the reporting work period.
 - b. An outline of planned activities, proposed timelines, resource allocations, and expected deliverables for the upcoming work period.
2. The Final Progress Report due on January 20 serves as the project closeout narrative and must contain:
 - a. A comprehensive evaluation of the overall project lifecycle.
 - b. The Final Progress Report shall be submitted upon project completion, following the submittal of all final financial reimbursement requests.

3.82.130: ADVISORY BOARD LOGO; PERMISSION AND SUGGESTED USAGE

- C. The County Council shall adopt a logo for the Advisory Board and program, and may, from time to time, make any adjustments to said logo.



CACHE COUNTY
ORDINANCE NO. 2026-34

- D. All grant recipients shall have permission, and are encouraged, to prominently display the official Cache County RAPZ and Restaurant Tax Advisory Board logo on funded facilities, capital projects, equipment, signage, event marketing, and promotional materials in recognition of RAPZ Tax and Restaurant Tax funding support as outlined in the award letter.

OUT OF CYCLE APPLICATION REQUEST

APPLICANT INFORMATION

- **Applicant:** American West Heritage Center (AWHC)
- **Project Title:** Tractor Barn Construction
- **Amount Requested:** \$250,000
- **Eligible Funding Source:** Restaurant Tax (TRCC) - Facility/Capital Funds

PROJECT DESCRIPTION

The American West Heritage Center is seeking \$250,000 in Restaurant tax capital facility funding for the construction of a new Tractor Barn on the AWHC campus. This facility is necessary to adequately house, maintain, and protect vital agricultural and grounds keeping equipment used in the daily operations and educational programming of the Center.

JUSTIFICATION FOR OUT-OF-CYCLE CONSIDERATION

Pursuant to Cache County Code § 3.82.070(C), off-cycle applications may be considered if a critical operational window exists or if the proposal was previously considered and approved in good faith by the County Council.

The County Council previously evaluated and approved this out-of-cycle request in good faith, which prompted the AWHC to prepare/commence the time-sensitive construction of the facility. The AWHC is now in immediate need of the promised funds to cover these incurred costs. Without an immediate appropriation to fulfill the County's prior commitment, the AWHC faces imminent financial strain that cannot be mitigated by waiting for the standard January-May 2027 application cycle.

REQUESTED COUNCIL ACTION

To formally acknowledge that this request was previously approved in good faith, and to refer the application to the RAPZ/TRCC Advisory Board to convene, evaluate, and provide a formal recommendation back to the Council so the Council may finalize the funding approval and fulfill its commitment.

OPTIONS:

1. Motion to approve the request and to convene the RAPZ and Restaurant Tax Advisory Board to review the application for subsequent Council action.
2. Motion to deny the request.

Received Letter from American West Heritage Center

August 11, 2025

Dear Members of the Cache County Council,

On behalf of the American West Heritage Center we extend our sincere thanks and appreciation for the money awarded through RAPZ earlier this year to help fund our Tractor Barn and Education Building. Your support has played a vital role in helping us to raise the needed funds. We have a new and urgent opportunity to raise the remaining money needed to begin construction. Recently a private donor offered to make a dollar-for-dollar match of funds raised by Fall 2025 to enable the construction to commence. With fluctuating construction costs and restrictions of weather in Cache Valley, the construction needs to begin this fall in order to avoid increased costs.

We requested \$250,000 this year through RAPZ for the Tractor Barn and Education Building. We were awarded \$125,000 with the encouragement to apply for the second half of the needed funds next year. We are seeking the additional \$125,000 now instead of waiting until next year in order to receive the private donor dollar-for-dollar match that would allow the American West Heritage Center to begin construction on the new Tractor Barn and Education Building during early Fall 2025.

The Tractor Barn and Education Building will help the AWHC continue to create educational and entertaining opportunities to preserve and to share Cache Valley's agriculture heritage and the heritage of the American West. The proposed Tractor Barn and Education Building will serve as a dynamic, multi-use space designed to support year-round programming, expand educational offerings, and enhance community engagement. This building will enable us to offer a broader range of interactive learning opportunities, display permanent and rotating exhibits, and provide flexible event space for members of the community.

The barn will benefit Cache County residents by offering year-round field trip opportunities for elementary schools; craft, agriculture, and heritage classes for adults; and making possible large-scale community events. It will be a vital hub for education, heritage preservation, and

cultural connection. It will also make a positive economic impact through creating the opportunity to host community events, conferences, lectures, cultural celebrations, corporate retreats, educational classes, and school events that will positively impact residents and also bring out-of-area visitors who will stay in our hotels, eat in our restaurants, and buy fuel and other goods in Cache County.

Please consider providing the additional \$125,000 investment to support this project during the pivotal opportunity to have those dollars matched. Please reach out with any additional questions. Thank you again for your generous support and for your ongoing commitment to strengthening Cache County.

Sincerely,

Eric R. Olsen

Interim Director, AWHC, 435-760-7096

Natalie Hancock

Board of Trustees Chair, AWHC, 435-881-5003



Venue Rentals

- Weddings, reunions, corporate retreats
- Indoor space for signature events (Baby Animal Days, Fall Harvest Festival, Sleigh Rides on the Farm)

Specialty Workshops

- Homesteading Conference
- Educational Demonstration Days

Community and Regional Collaboration

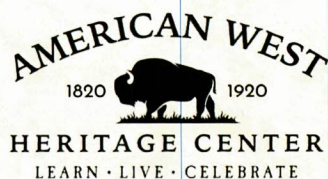
- The building will strengthen regional partnerships by facilitating joint trainings and events with other museums and non-profit organizations.
- Hosting conferences, lectures, and cultural celebrations, such as powwows, will establish AWHC as a cultural hub for the community.

OUR MISSION

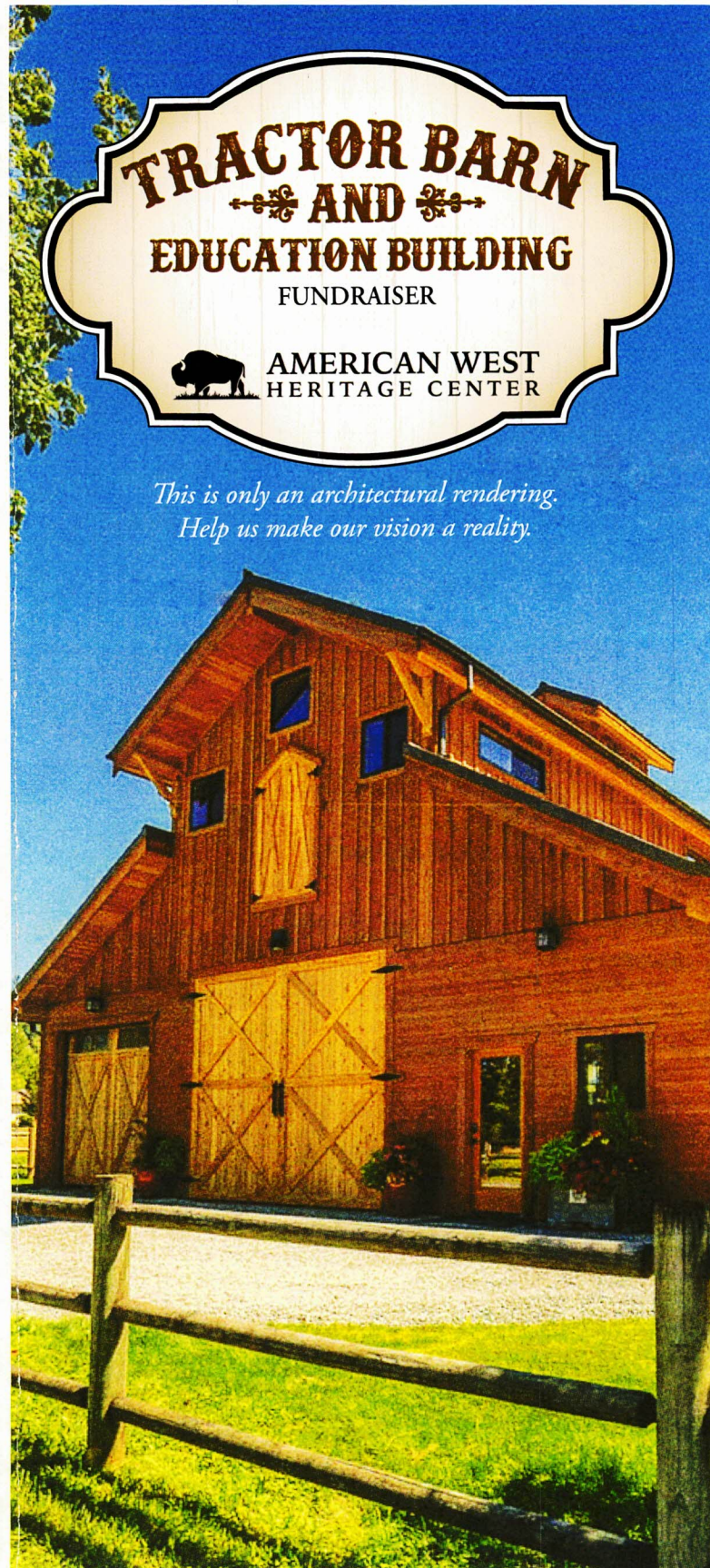
Create an educational and entertaining environment that inspires our patrons to learn, live, and celebrate the American West Heritage by exploring the diverse cultures that shaped the Cache Valley and surrounding region from 1820 to 1920.

Help us build the future while preserving the past.

Contact Eric Olsen | Interim Director
435-760-7096 | eolsen@awhc.org



4025 S. Hwy 89-91, Wellsville, Utah, 84339 | awhc.org



TRACTOR BARN AND EDUCATION BUILDING

FUNDRAISER



AMERICAN WEST
HERITAGE CENTER

*This is only an architectural rendering.
Help us make our vision a reality.*



AMERICAN WEST HERITAGE CENTER



The American West Heritage Center (AWHC) is committed to preserving and sharing the rich history of the American West through hands-on experiences and engaging educational programs. As we look to the future, the proposed **Tractor Barn and Education Building** will serve as a dynamic, multi-use space designed to support year-round programming, expand educational offerings, and enhance community engagement.

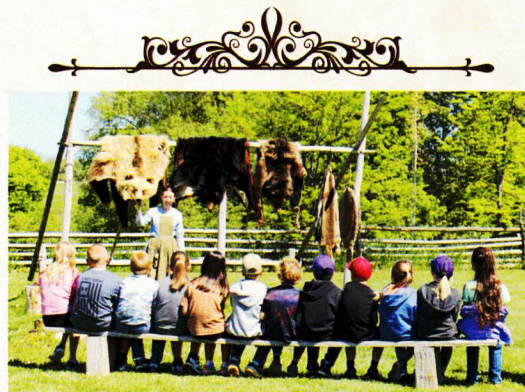
This building will enable us to offer a broader range of interactive learning opportunities, display permanent and rotating exhibits, and provide flexible event space for both public and private use. Whether it's welcoming school groups on winter field trips, offering traditional craft classes to adults, or hosting large-scale community events, this facility will be a vital hub for education, heritage preservation, and cultural connection.

Our new building will be 3,600 square feet inside, with an additional 1,180 square feet of exterior covered space to protect and display highlights of our impressive historic tractor collection. The inside space can be configured in many ways to accommodate a variety of needs, demonstrations, and events. It features restrooms, temperature control, and a warming kitchen.

We desperately need this building for use year-round and during inclement weather. The close proximity to the parking lot will also provide easy access for our visitors. Here are only a few potential programming and uses for the new building, which demonstrates the depth and diversity of impact this space will bring to our patrons, students, partners, and community.

Educational Programs

- Lecture series: Shoshone history, Cache Valley, agriculture
- Hands-on classes: Leatherwork, woodwork, fiber arts, Science on the Farm
- Field trips: Winter survival, historic cooking, candle/soap making, animal care
- Traditional games and crafts



Permanent and Rotating Exhibits

- Tractor display (year-round)
- Quilt and museum exhibits
- Custom decor for events

Training and Development

- Volunteer and staff interpreter training
- Historical skills and safety workshops
- Partner museum collaborations

Community and Cultural Events

- Concerts, dances, heritage movie nights
- High school activities
- Craft fairs and farmer's markets



American West Heritage Center
Tractor Barn and Education Center



American West Heritage Center Tractor Barn and Education center

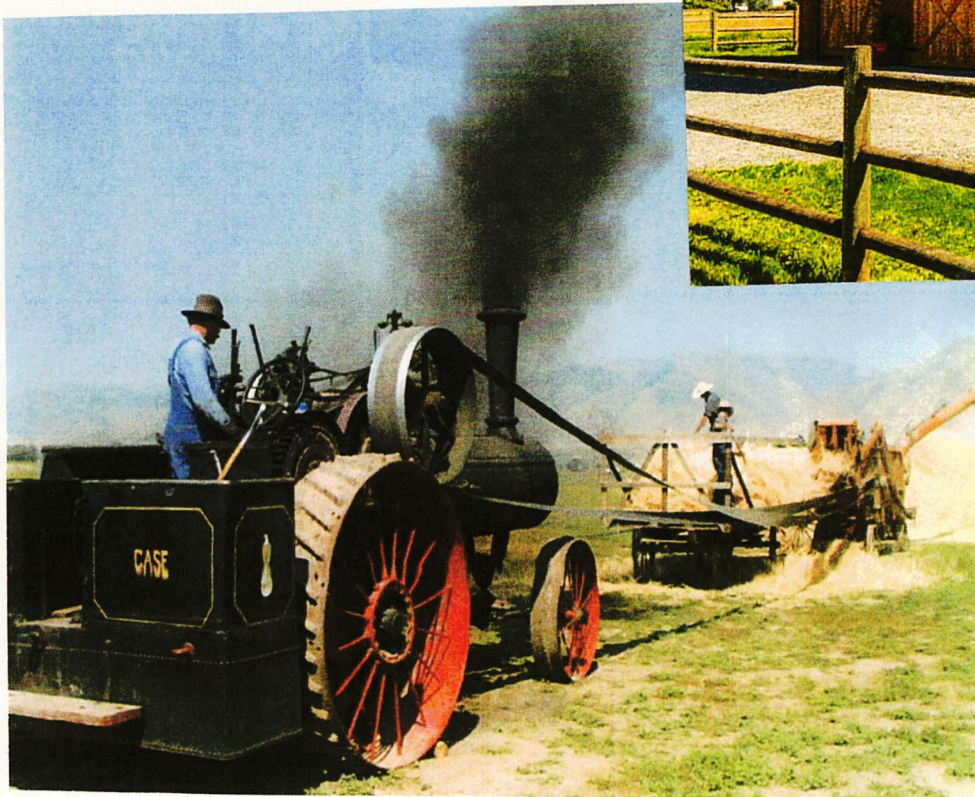
The American West Heritage Center is a living history farm that displays the history of Cache Valley from the time of the Fur Trappers, American Indians, first white settlers, farming and agriculture practices and Cache Valley history from 1800 to 1920.

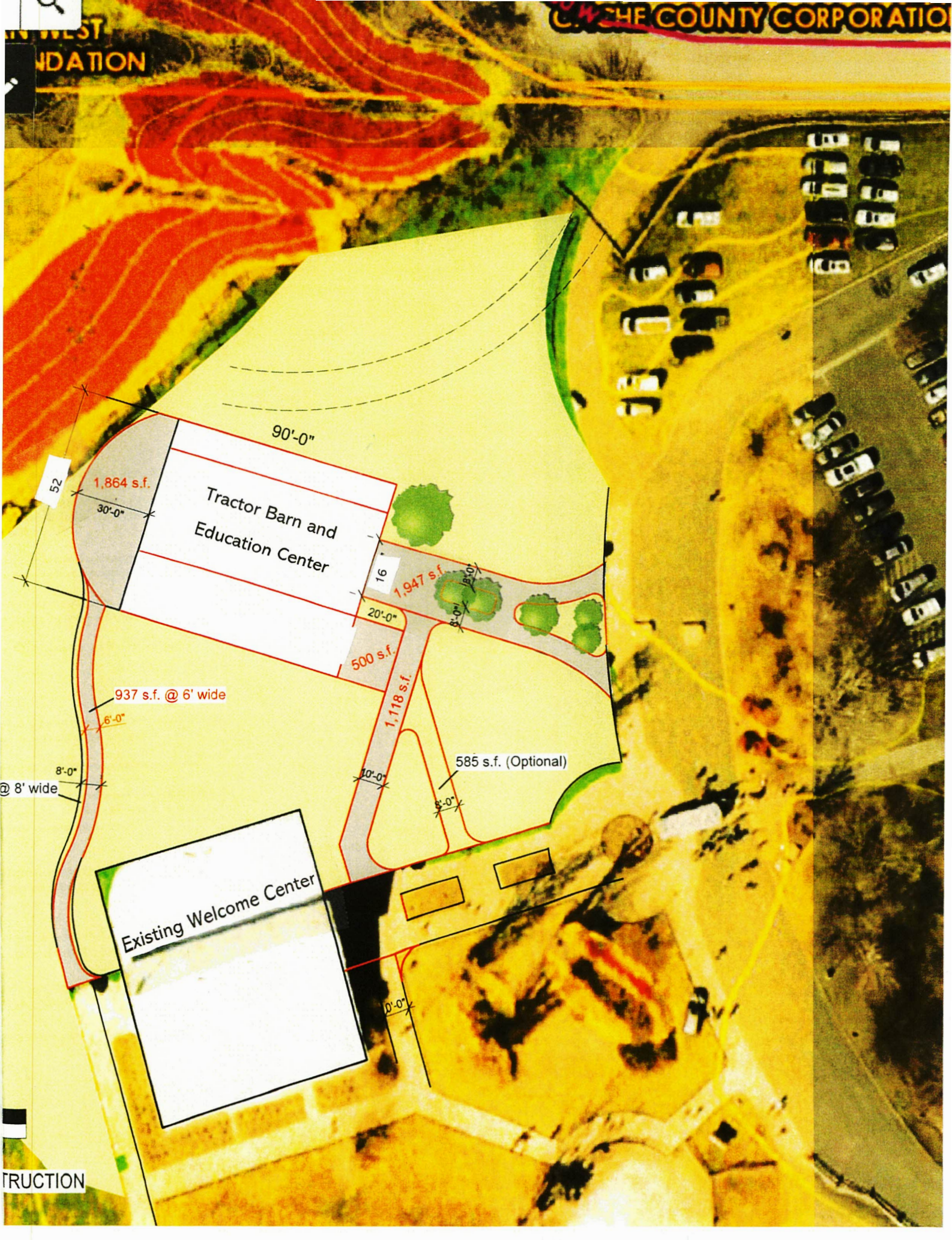
The proposed building would display the early farming equipment used in Cache Valley along with a meeting and educational space to teach, educate and entertain visitors to the center.

The center offers both educational and hands-on experiences in a living history farm setting.

The proposed building would provide a facility to display the farm equipment for this time period along with a meeting area to host educational and social events and activities that would enhance the economic opportunities of the center.

This center would create a facility to display the early use of millstreams, horses, steam equipment, early electrical motors and power generation that influenced the early farms, fields, and industries of Cache Valley. The impact of steam power, gasoline engines, early electricity would be a part of the facility.





IN WEST
FOUNDATION

C. THE COUNTY CORPORATION

52

1,864 s.f.

30'-0"

Tractor Barn and
Education Center

90'-0"

500 s.f.

16

20'-0"

1,118 s.f.

10'-0"

585 s.f. (Optional)

937 s.f. @ 6' wide

6'-0"

8'-0"

@ 8' wide

Existing Welcome Center

10'-0"

TRUCTION



Mechanization on the farm

The American West Heritage Center Tractor Barn and Event Center

For centuries, the beloved horse provided most of the power on the farm. We traveled on the backs of horses, plowed our fields, and powered our wagons and carriages with horses. Horsepower was everything to the farm. But as the industrial world changed our cities, other forms of power made profound changes to the family farm also.

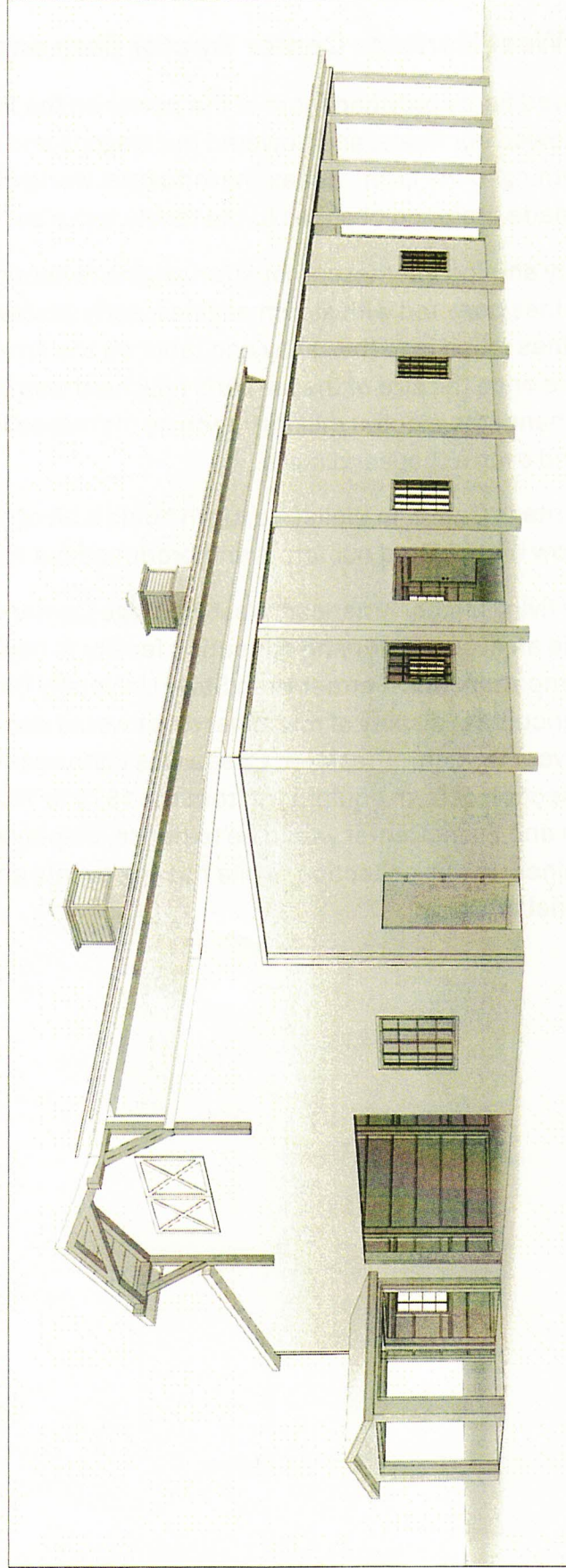
Steam power, electricity and the internal combustion engine revolutionized the American farm. Threshing machines powered with steam engines, early gasoline tractors and electric trains and engines rolled in to the valley and labor on the American farm was forever changed. Where once the size of the farmer's milk herd was limited to how many cows he could milk by hand, the electric milking machine increased the herd size to ten, twenty, one hundred and even a thousand cows.

The American West Heritage Center in Wellsville, Utah holds a bit of this remarkable history that forever changed how we powered our farms and produced our food.

A current project at the living history American West Heritage Center would build a historic tractor barn and provide an event center and education facility to house and memorialize the equipment of this important era. Former Utah State University President Daryl Chase once dreamed of an agricultural display of machinery that would document the progress of "Man and His Bread" over the years. President Chase was instrumental in bringing together a sizeable collection of farm equipment from the 1870 to 1920 time period. The goal of the Tractor Barn and Event Center would be to house, display and periodically demonstrate the machinery in this collection, while hosting events and heritage center activities and educational offerings.

ROPER BUILDINGS

AMERICAN WEST HERITAGE CENTER

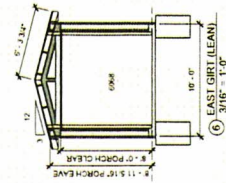
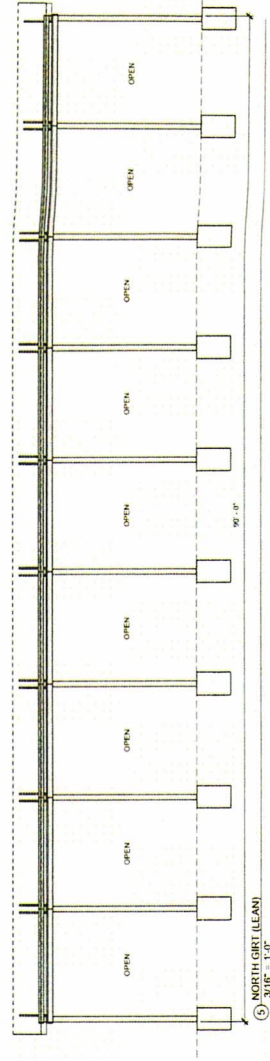
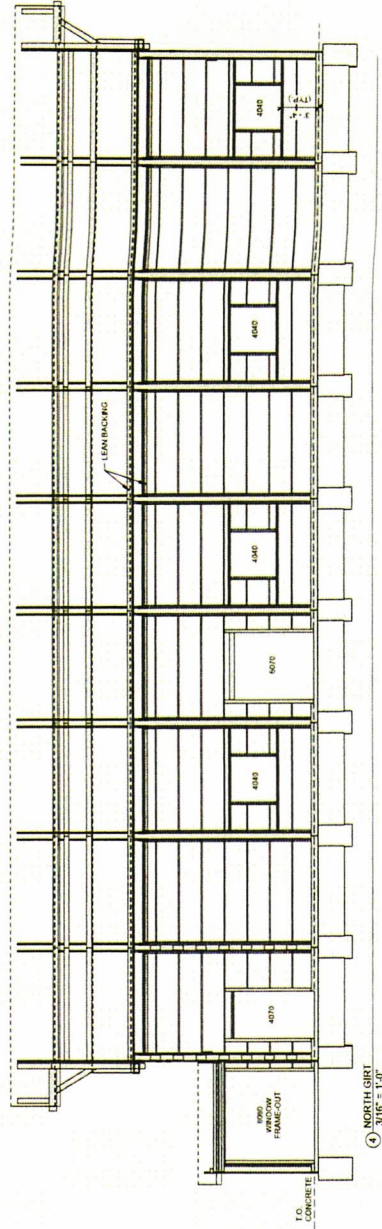
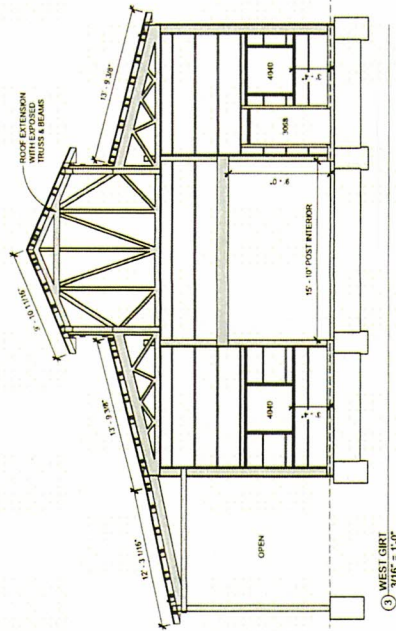
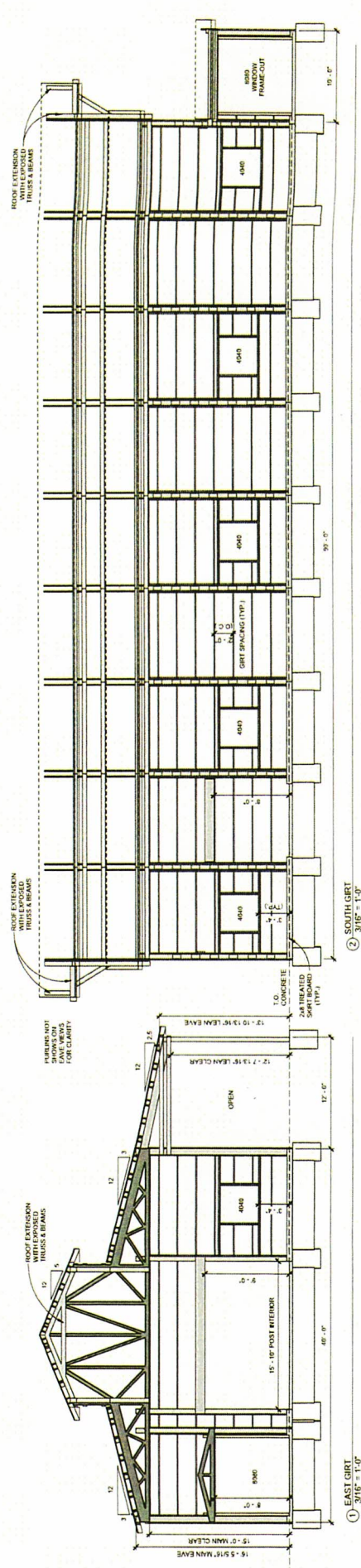


DRAWING INDEX	
A0	Top Page
A1	Architectural Plan
A2	Architectural Section
A3	Architectural Elevation
A4	Architectural Detail
A5	Architectural Section
A6	Architectural Section
A7	Architectural Section
A8	Architectural Section
A9	Architectural Section
A10	Architectural Section

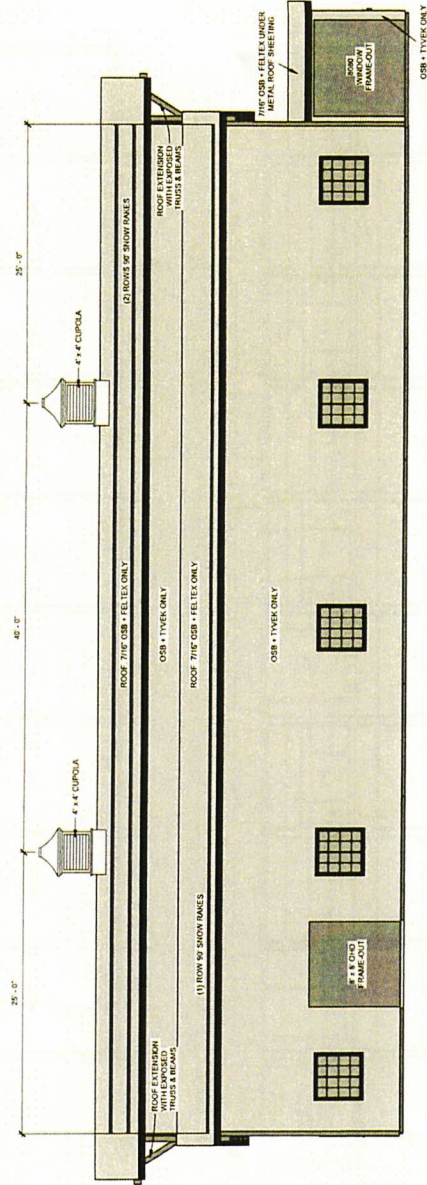
9/26/2024

BUILDING INFORMATION	
BUILDING INFORMATION	USE:
TRANSFORMING 40' x 90' x 1,000 Sq. Ft.	Commercial Storage
12' x 90' x 10' x 1,100 Sq. Ft.	
TOTAL SQUARE FOOTAGE 4,700 Sq. Ft.	
SITE INFORMATION	
ADDRESS	
Wendell, UT 84399	

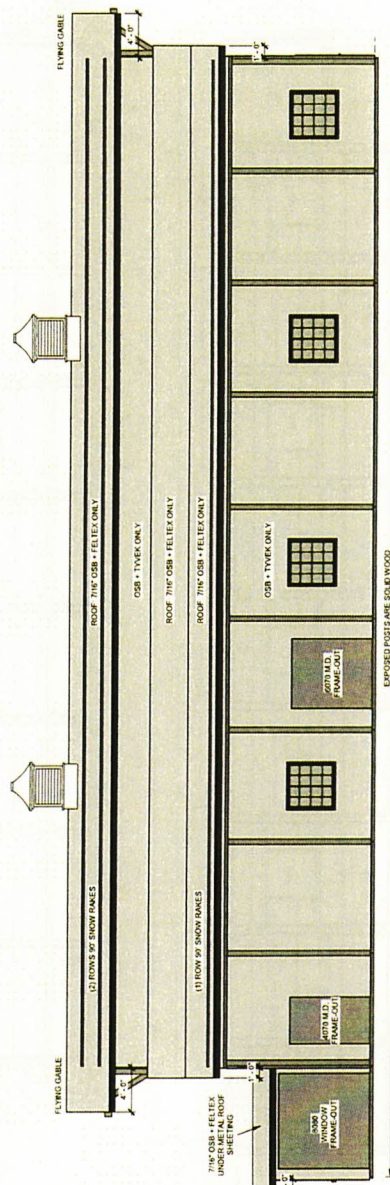
ROPER BUILDINGS /
DMP RESOURCES
PHONE: (801) 688-3830



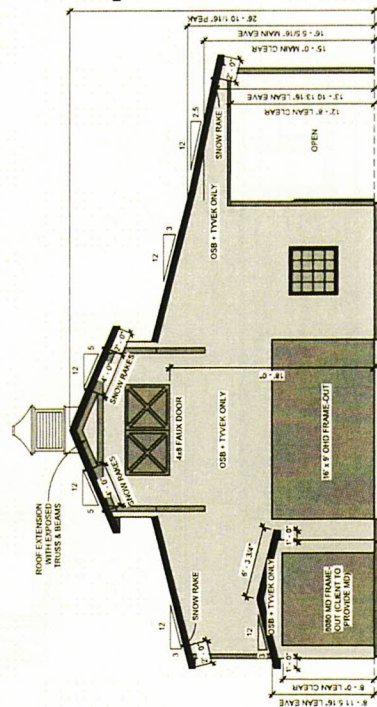
NOTES:
1. ALL ROOFING IS 7/16" OSB + FELTEX.
2. CLIENT TO INSTALL CUSTOM
3. ALL EXTERIOR WALLS ON ALL
4. EXTERIOR WALLS ON ALL
5. CLIENT TO SUPPLY
6. STANDING SEAM METAL ROOF



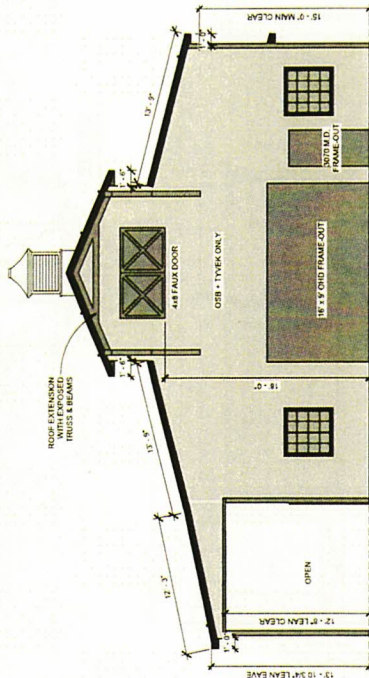
2 SOUTH ELEVATION
3/16" = 1'-0"



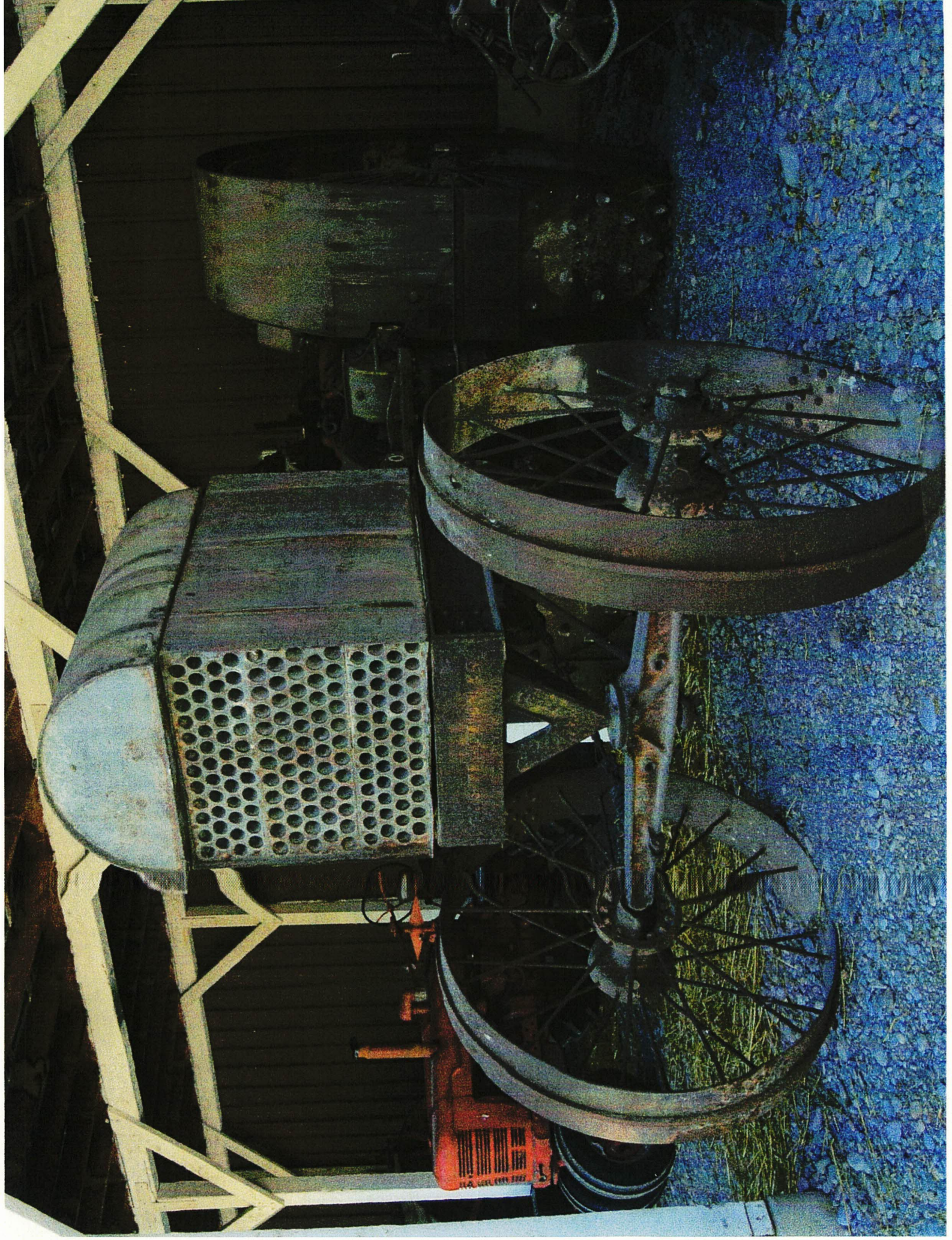
4 NORTH ELEVATION
3/16" = 1'-0"



1 EAST (FRONT) ELEVATION
3/16" = 1'-0"



3 WEST ELEVATION
3/16" = 1'-0"





American West Heritage Center Tractor Barn and Event Center

Key Needs Addressed by the New Building

1. Year-Round Accessibility:

- The new building will allow AWHC to host indoor programs, classes, and events during inclement weather, promoting historical programming throughout the year. Access to the parking lot is also a significant issue for year-round access.

2. Educational Programming Expansion:

- The space will support diverse educational offerings, including hands-on workshops (e.g., fiber arts, woodworking, and historical trades), after-school programs, and field trips.
- Winter field trips focusing on survival skills, historical crafts, and storytelling will further enhance educational outreach.

3. Enhanced Visitor Experience:

- Permanent and rotating exhibits, such as a year-round tractor display and quilt showcases, will attract repeat visitors and new audiences.
- Interactive and static exhibits will provide rich historical and cultural learning opportunities.

4. Community and Regional Collaboration:

- The building will facilitate joint trainings and events with other museums and non-profits, strengthening regional partnerships.
- Hosting conferences, lectures, and cultural celebrations, such as powwows, will establish AWHC as a cultural hub for the community.

5. Event Hosting and Revenue Generation:

- A large, flexible indoor space will support diverse events such as corporate retreats, weddings, high school dances, community dances, craft fairs, and family reunions. These activities will generate additional revenue to sustain AWHC's operations.

6. Support for Large Group Activities:

- The building will provide much-needed space for high-capacity events, including Baby Animal Days, July Heritage Month, Fall Harvest celebrations, and winter holiday activities.
- Additional indoor space will improve visitor comfort during high-traffic periods.

7. Volunteer and Staff Development:

- Training areas will enable regular volunteer and staff education in areas such as interpretation, safety, and traditional crafts.

Proposed Features of the New Building

- Flexible event space for large gatherings events and breakout sessions.
 - Farm Equipment display and storage. Permanent and rotating exhibit areas.
 - Storage and staging areas for museum artifacts and program supplies.
 - Warming kitchen facilities for events and historical cooking demonstrations.
-

OUT OF CYCLE APPLICATION REQUEST

APPLICANT INFORMATION

- **Applicant:** Caine School of the Arts (Utah State University)
- **Project Title:** Caine Lyric Theatre Audience Seating Reconfiguration and Replacement
- **Total Project Cost:** \$350,000
- **Amount Requested:** \$300,000
- **Eligible Funding Source:** Restaurant Tax (TRCC) - Facility/Capital Funds

PROJECT DESCRIPTION

Following a recent \$5.5M upgrade to the 120-year-old Caine Lyric Theatre, the Caine School of the Arts proposes upgrading the audience experience by completely replacing the aging auditorium seats. The project involves reducing the seat count from 350 to 320 to allow for wider seats and increased row spacing. The scope of work includes demolition of the current seats, refinishing the historic wood floor, adding aisle strip lighting, and manufacturing and installing custom historic-profile seating.

JUSTIFICATION FOR OUT-OF-CYCLE CONSIDERATION

Pursuant to Cache County Code § 3.82.070(C), off-cycle applications may only be considered if the Council formally confirms that a time-sensitive grant deadline or critical operational window exists.

A private donor (Cache Valley Bank) has offered a \$50,000 matching grant toward the total \$350,000 cost, contingent upon the project being completed immediately so as not to interfere with the Lyric's upcoming Fall and Winter season schedule. Because the custom seating requires a strict 22-week lead time for manufacturing, shipping, and installation, the order must be placed immediately to secure the private grant and utilize the venue's only available dark window.

REQUESTED COUNCIL ACTION

To formally acknowledge that this request meets the threshold for a time-sensitive grant deadline and critical operational window under County Code § 3.82.070(C)(1), and to refer the application to the RAPZ/TRCC Advisory Board to convene, evaluate, and provide a formal recommendation back to the Council for final funding approval.

Options:

1. Motion to approve the request and to convene the RAPZ and Restaurant Tax Advisory Board to review the application for subsequent Council action.
2. Motion to deny the request.

Program: 2026 RAPZ and Restaurant Tax Program

RAPZ and Restaurant Tax Program - 2026 Application for Funding

Award funding must be used by December 31, 2028

Application Proposal

Total Project Budget: \$350,000

Funds Requested: \$300,000

Project Start Date: 07/15/2026

Project End Date: 12/31/2027

Application/Project Title: Caine Lyric Theatre Audience Seating Reconfiguration and Replacement.

Special Timing of Application: The Caine School of Arts acknowledges that the timing of this request is special. The Caine School has a window in which this work can be done and a private donor has stepped forward offering a grant of \$50,000 toward the project if it can be completed immediately without interfering with the current projected schedule of the Lyric this Fall and next season. That window to complete this project opens almost immediately.

Project Description:

In 2023, the Caine School of the Arts embarked on a multi-year, ca. \$5.5M project to upgrade the Caine Lyric Theatre. As we near completion of the renovation of the stage house and production support spaces, we propose to upgrade the audience experience in the Caine Lyric Theatre by replacing the seats. By reducing the seat count from 350 to 320, the new seats will be wider, and rows will be spaced farther apart, increasing comfort and patron access to the aisles. Following removal of the old seats and refinishing of the floor by a local contractor, the new seats will be made and installed by

Irwin Seating, the same manufacturer and using the same profile and color as the original seats, preserving the historic nature of this ca. 120-year-old downtown Logan landmark.

Project Merit - The rationale and/or purpose for this project:

The current seats are showing their age. In addition to decades of wear and tear, the seats are old enough that they are smaller and closer together than expected by audiences of today. The space between rows of seats is also narrow, making it difficult to enter and exit the seats in the middle of the row without disturbing other patrons. In addition, many of the seat parts and components are no longer available. Seats with broken or missing components cannot be sold to patrons, and these seats remain empty during performances.

Urgency:

Following the Lyric Repertory Company season this summer, we have a window of time in which the removal of the current seats, refinishing of the floor, and the installation of the current seats can be done prior to the Xmas season and shows.

Beneficiaries of the project:

Productions and events in the Caine Lyric Theatre have attracted approximately 10,000 audience members annually since 2022, including members of the Cache Valley community, visitors, and summer residents. Because the theatre had to close in the winter months of 2022-2025 for seismic safety concerns, we have had to limit usage to USU groups only. Now that the safety concerns have been addressed, we expect the use of the theatre to grow for several reasons:

First, the theatre will now be available to host productions and events during the winter months rather than being closed from December 15-April 1. Based on time alone, it is reasonable to anticipate a 25% increase in the number of events and attendees, since there will be windows of time when local arts producers can rent

the theatre for their shows.

Second, the new, expanded stage and fully functional curtain allow for some events to

take place in front of the curtain while a set is on stage behind the curtain for rehearsal. We anticipate that local civic, business, and community organizations will be able to take advantage of this new flexibility for workshops, lectures, civic presentations, or business training sessions. Community members can reserve and rent the theatre through USU's Office of Events and contract for AV support through Caine School of the Arts Production Services, ensuring high-quality production value at a competitive cost.

Third, as part of the recent project, we were able to add a small gallery space in the west lobby of the theatre facing Center Street. The gallery will be open and staffed for a few hours each day and will showcase both student and community work both as a stand-alone gallery and as part of the Logan gallery walk series. This will invite the visual arts community into what has primarily been a theatre and music space in the past.

Fourth, the discomfort of the current seats detracts from the enjoyment of attendees. With the upgraded production quality and more comfortable seating, audience members will be more likely to return. Based on all these factors, we think it is reasonable to anticipate a 50% increase in annual attendance to 15,000 community audience members per year.

What are the long-term effects of this project?

Enhancing the Caine Lyric Theatre with more audience-friendly seating contributes to the artistic quality of Logan's Theatre District while supporting tourism and economic development for the downtown region. With Logan City's conscious effort in partnership with downtown business owners to enliven Center Street, an increase in attendance at the Caine Lyric Theatre also benefits local restaurants and hotels by attracting additional local patrons and out-of-town visitors to the downtown area.

Timeline:

Seating Replacement Schedule (from time of order)

Finish/Fabric/Layout Submittal 8 weeks

Production 10 weeks

Shipping 1 week

Installation 3 weeks

Total 22 weeks

Budget

Projected costs were determined by Sparano+Mooney Architecture based on cost estimates from Spindler Construction and Irwin Seating. An escalation percentage was added to account for inflation between the preparation of the estimate and the project start date.

Base Cost of Seats \$178,938 (See Irwin Proposal, attached)

Seat Demolition \$29,000

Wood Floor Refinishing \$32,400

Aisle Strip Lighting \$42,000

Design Fee \$15,500

Contingency (10%) \$52,162

Project Cost Total \$350,000 (Total Request is \$300,000.)

Funding for Overall Project:

While this proposal for replacing the seats in the theatre is a discreet, stand-alone project, it may be helpful to have an overview of recent investments USU has made in upgrading the theatre, demonstrating the commitment of the university and private donors to the revitalization of the theatre:

1. Summer 2024: Auditorium roof replacement, ca. \$1M, funded by USU.

2. May 2025-June 2026: Stage house reconstruction, west gallery, and costume facility, ca. \$4.5M, funded by USU, foundations and private donors.

Previous RAPZ and Restaurant Tax Funding:

The Caine School of the Arts has not previously received funding through the RAPZ program. Although the theatre department's Lyric Repertory Company receives annual funding from the RAPZ program to support marketing and promotion for the summer season, this proposal is the first time USU has requested funding from the RAPZ program for the Caine Lyric Theatre building itself.

Recognition of Funds:

When this proposal is funded and the project is complete, USU will acknowledge the RAPZ program with a special public opening event and a permanent plaque displayed prominently in the theatre.

Name of Entity or Authorized Representative:

Caine School of the Arts

A division of Utah State University

Title of Entity or Authorized Representative:

Nicholas Morrison

Director, Caine School of the Arts

Caine Lyric Theatre - New and Replacement Seating Estimate of Probable Cost

Seating Replacement

April 6, 2026

Base Cost:	\$178,938 (State Contract Purchase by USU; includes 6% escalation.)
Seat Demolition/Area Protection:	\$29,000*
Wood Floor Refinishing:	\$32,400**
Aisle Strip Lighting	\$42,000***
AE Design Fee:	\$15,500****
17% Contingency:	\$52,500

Total Estimated Cost: \$350,000

Seating Replacement Schedule - From Time of Order

Finish/Fabric/Layout Submittal:	8 Weeks
Production:	10 Weeks
Shipping:	1 Week
Install:	3 Weeks

Total Estimated Schedule: 22 Weeks

* Scope to include general conditions, demolition of existing seating, protection of carpet/surfaces, and final cleaning.

** Scope to include sanding of flooring, patching of floor holes with sand/glue mix, and refinishing of approximately 1,900 SF of existing wood flooring.

*** Includes electrical design fees, aisle lighting strip fixtures, installation, and associated electrical subcontractor costs at auditorium only. Access below the balcony is very limited and has not been included.

**** AE design fees include preliminary budgeting; (3) site visits; preparation of needed bidding documentation for demo, floor repair, Irwin submittal review/comment; and final punch list.



Utah State Contract Seating Proposal

Per Utah State Contract #MA3912

DATE: Friday, March 20, 2026

QUOTE REVISED: Monday, April 6, 2026

QUOTE EXPIRES: Tuesday, May 19, 2026

TO: Seth Striefel
Sparano + Mooney Architecture

REFERENCE: Utah State University - Caine Lyric Theatre
Logan, UT



We are pleased to offer the following proposal for Irwin Seating Company products per Utah State Contract #MA3912:

320 Irwin Seating Company Springfield Model 11.6.150.8 with the following components, options, accessories, upholstery, and finishes:

No. 11 Springfield - Historic profile padded and upholstered back with 2" foam, one piece tailoring, veneer reveal inner panel, 9-ply hardwood rear panel surfaced with class A veneer and attached with concealed fasteners

No. 6 Cushion - Upholstered seat with serpentine spring construction and steel seat pan. Seat fold - 3/4

No. 8 Steel platform.

No. 150 Breton cast aluminum decorative end (no color highlight included)

Scrolled wood armrests.

Bronze oval aisle/seat designation letter/number plates.

2-1/2"x7/8" brass adhesive donor plate (not engraved), includes recess in armrest.

ADA transfer arms as per required.

Fabric: Irwin Grade 12 fabric allowance.

All wood to be Maple - Rotary Cut.

Irwin standard stain color on wood components

Irwin standard powder coat color on metal components.

Single Irwin standard plastic color on seat component.

3 Spare No. 11 Springfield - Historic profile padded and upholstered back with 2" foam, one piece tailoring, veneer reveal inner panel, 9-ply hardwood rear panel surfaced with class A veneer and attached with concealed fasteners.

3 Spare No. 6 Cushion - Upholstered seat with serpentine spring construction and steel seat pan.

6 Spare Scrolled solid hardwood center armrests.

3 Spare Scrolled wood aisle armrests.

Wood lag screws for wood floor mounting.



LIST PRICE: \$ 1,092.62 List Price per chair, FOB Grand Rapids

320	List Price per chair:	\$ 1,092.62	\$ 349,638.40
320	50% Discount per Utah State Contract:	\$ (546.31)	\$ (174,819.20)
320	Additional discount:	\$ (84.90)	\$ (27,168.00)
320	Utah State Contract Member Net Price per chair:	\$ 461.41	\$ 147,651.20

Pricing Summary

QTY	DESCRIPTION	NET	EXTENDED
320	Springfield Model as per above:	\$ 461.41	\$ 147,651.20
1	Product shipped FOB truck load:	\$ 5,510.00	\$ 5,510.00
320	Installation - Open shop & Installer to provide:	\$ 48.90	\$ 15,648.00

Project Total:

\$ 168,809.20

PRICING BASED ON SHIPMENT IN Q3, 2026

TERMS AND CONDITIONS

- Payment Terms are to be approved by Irwin Seating Company

Unless otherwise noted:

- This proposal is subject to Irwin Seating Company Standard Terms and Conditions.
- This proposal is based upon the use of standard Irwin Seating Company products, manufactured using standard Irwin Seating Company methods.
- This proposal is based upon the use of the referenced fabric, and standard paint, plastic, stain and laminate selections. Options or special details are only provided to the extent specifically listed in this proposal. If any of the above specifications change, alternative pricing must be quoted.
- Pricing is based on minimum average row length of 10 chairs.
- Pricing is based on 54" wide fabric without a pattern or direction orientation specified. Railroaded (directional) fabrics or fabric with repeats may result in additional costs.
- Pricing is F.O.B. factory and does not include performance & payment bonds.
- If applicable, sales tax will be charged based on the tax rate in effect at the time of billing. For tax exempt orders, please provide Irwin Seating Company a copy of your tax exempt certificate along with your purchase order for review and approval.
- **Pricing provided is based on manufacturing and shipment of as indicated above. (Q3, 2026)**
Irwin Seating Company reserves the right to modify pricing should manufacturing and shipment of be delayed.
- If the order goes into storage, payment will be required for the stored materials.
- Adherence to project milestones as outlined in the critical date schedule is required to meet requested shipment dates.
- Our quotation is based upon the following wood specifications: (if applicable)
 - 1) Minimum of 1-1/2" thickness
 - 2) Construction:
 - A. PLYWOOD: (Minimum Requirements)
C-DX underlayment; Plug and touch sanding; Tongue and grooved
 - B. FLOORING: Sub floor plus hard wood (tongue and groove) finish flooring.

3) Method of Fastening: No. 14X2" Hex washer head S.M. screw

NOTE: Wood construction for riser mounting is not recommended.

Any deviations from the conditions mentioned above may result in additional installation charges, the need for alternative anchoring, etc.

- Pricing is valid for 60 days from date of issue. If purchase order is not received within 60 days of this quote date Irwin Seating Company reserves the right to reissue the quotation with adjusted pricing.

IRWIN SEATING COMPANY

Katie Christensen

Regional Sales Manager - West Region

616-574-7106

Katie.Christensen@irwinseating.com



Release / Revision		By	Date
A	Initial release	SB	4/1/26
B	Revised battery testing	SB	4/26/26

Project Notes:

1 Tight back to back spacing. Engraved into rows, white pens areiding will be difficult, and legroom room will be uncomfortable while sitting.

ADA code will require 6 wheelchair spaces, on level flooring. Each wheelchair space requires a shoulder aligned companion that at the same elevation as the wheelchair space. Please provide desired locations. Chair queues may be affected.

ACA designated sale visits with noticeable interest are shown at suggested locations for ACA code compliance. Please review and advise.

If project becomes an order, all building dimensions and floor elevations will need to be provided across first verified.

Preliminary

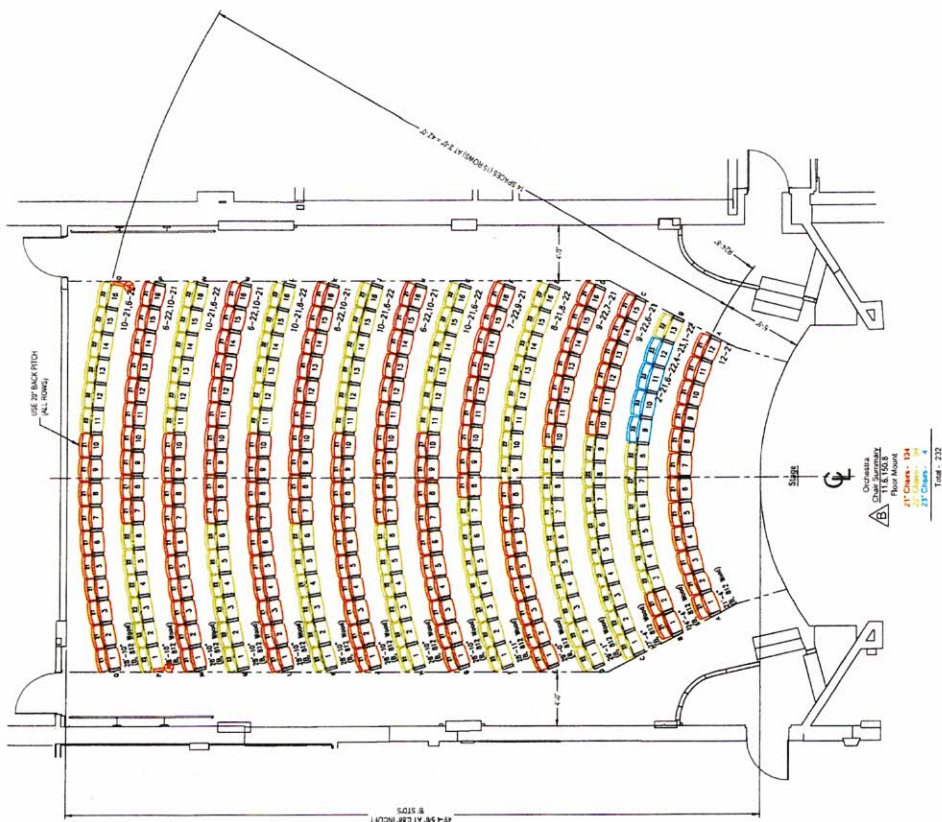
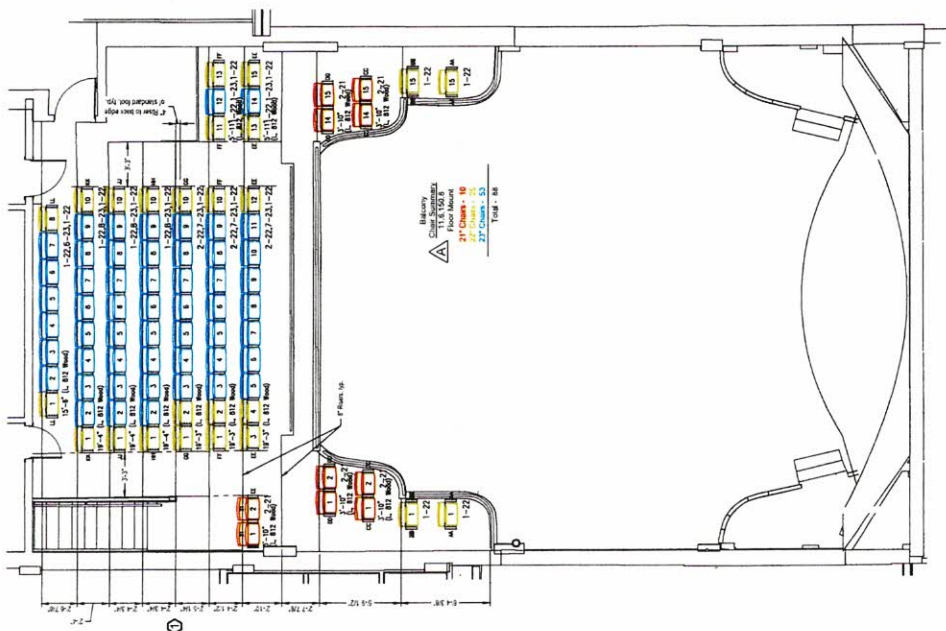
Design intent of chairs is to be mounted to Concrete

Utah State University
Caine Lyric Theatre
330 W Center St.
Logan, UT

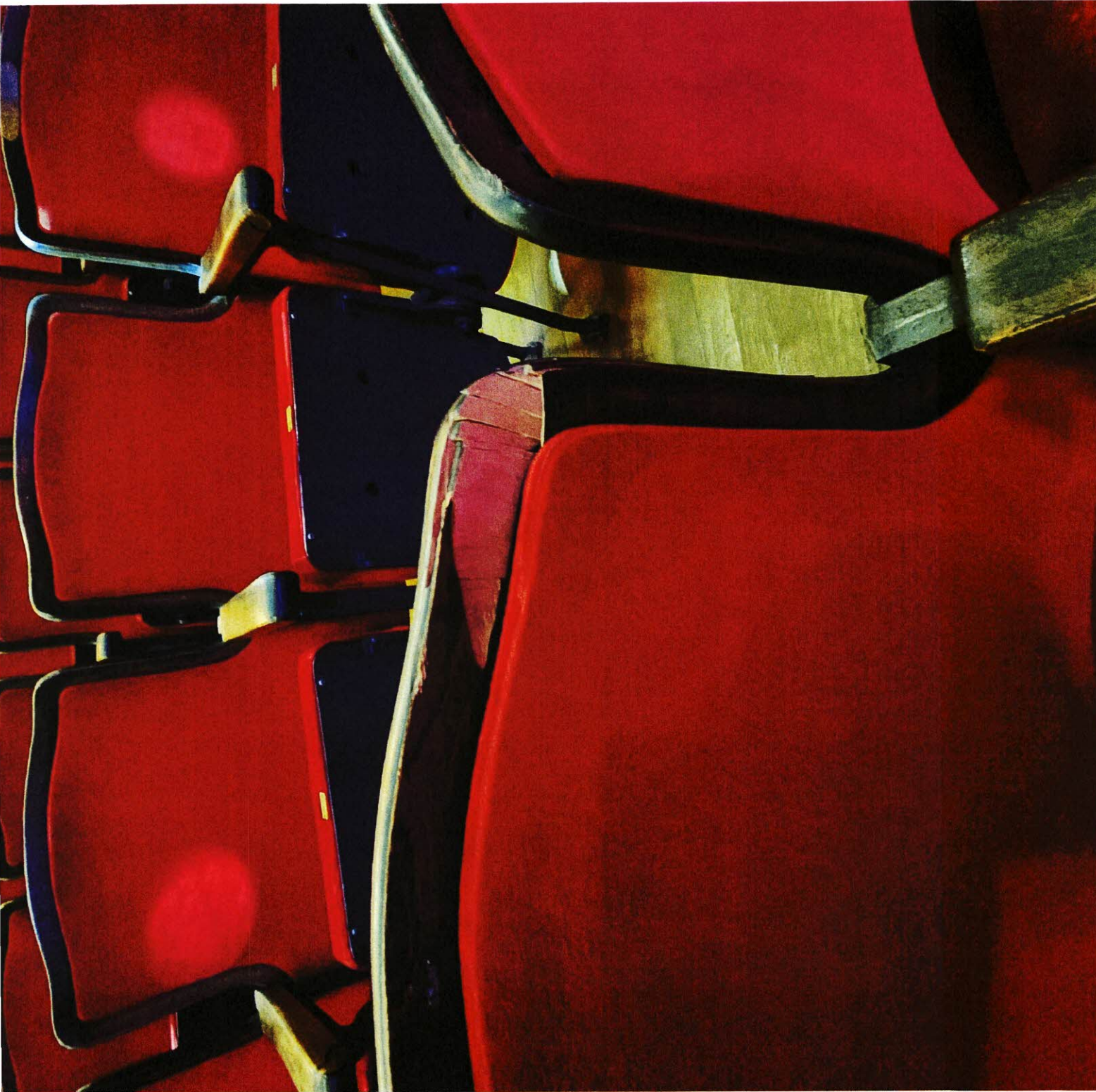
Originated By: Steven Blanks

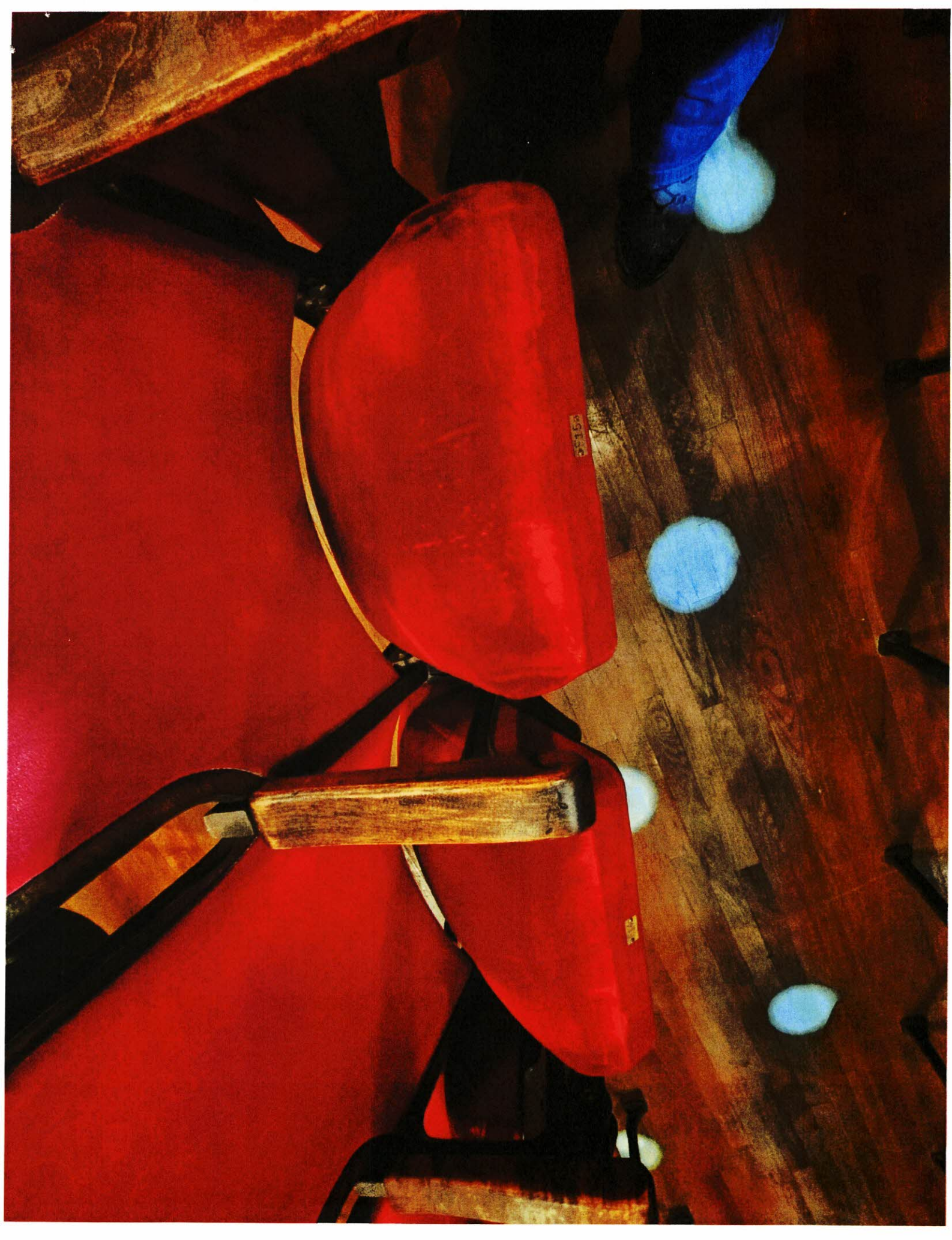
Email: uweren.banks@unimelb.edu.au
Phone: (616) 333-0502

0.1 = 1.0











**CACHE COUNTY
RESOLUTION NO. 2026 – 26**

**A RESOLUTION APPOINTING MEMBERS TO THE CACHE COUNTY COUNCIL
REGIONAL RECREATION CENTER FEASIBILITY STUDY COMMITTEE**

- (A) WHEREAS, Utah Code Ann. §§ 17-64-4 and 17-64-5 grant the Cache County Council the authority to "exercise all legislative powers, have all legislative duties, and perform all legislative functions of the county," and further authorize the Council to "pass ordinances," "pass resolutions," and adopt policies that conform with state and federal law; and
- (B) WHEREAS, the Cache County Council is the legislative body of Cache County, vested with all legislative and policy-determining powers pursuant to Section 3.12 of the Cache County Optional Plan; and
- (C) WHEREAS, Cache County Code §§ 2.12.220(A) and 2.12.220(D)(3) authorize the County Council to organize and convene specialized committees required for the performance of its legislative duties and functions; and
- (D) WHEREAS, the Cache County Council previously passed and approved Resolution No. 2026-25, officially establishing the internal, special legislative advisory of the Cache County Council committee known as the Cache County Regional Recreation Center Feasibility Study Committee (hereinafter referred to as the "Committee"); and
- (E) WHEREAS, Section 3 of Resolution No. 2026-25 mandates that the County Council shall appoint by resolution at least one (1) and no more than three (3) Council Members to serve on the Committee, provided that no more than two (2) Council Members representing any portion of the county seat serve on the Committee; and
- (F) WHEREAS, Section 3 of Resolution No. 2026-25 further mandates that the County Council shall appoint by resolution six (6) non-voting advisory members to serve on the Committee in a technical and advisory capacity, structured strictly according to specified geographic categories; and
- (G) WHEREAS, the individuals identified herein and set forth in Exhibit A have been determined by the Cache County Council as proper and qualified to serve on the Committee to carry out its advisory, technical, and investigative functions;

NOW THEREFORE, be it resolved by the Legislative Body of Cache County, Utah, that:

SECTION 1. Appointment of Committee Members

1. The Cache County Council hereby appoints the persons in "Exhibit A" below to the Committee in accordance with Section 3 of Resolution No. 2026-25.



CACHE COUNTY
RESOLUTION NO. 2026 – 26

SECTION 2. Effective Date

This Resolution shall take effect immediately upon passage and approval.



CACHE COUNTY
RESOLUTION NO. 2026 – 26

PASSED AND APPROVED BY THE COUNTY COUNCIL OF CACHE COUNTY, UTAH
THIS ____ DAY OF _____ 2026.

Council Member	In Favor	Against	Abstained	Absent
JoAnn Bennett				
Kathryn Beus				
David Erickson				
Keegan Garrity				
Sandi Goodlander				
Nolan Gunnell				
Mark Hurd				
Total				
FINAL ACTION: _____ ADOPT _____ REJECT				

CACHE COUNTY:

By: _____
Sandi Goodlander, Chair

ATTEST:

By: _____
Bryson Behm, County Clerk



CACHE COUNTY
RESOLUTION NO. 2026 – 26

EXHIBIT A

Cache County Regional Recreation Center Feasibility Study County Council Members			
Seat	Name of Appointee	Category of Appointment	Term of Appointment Ends
-	Kathryn A. Beus	County Council Member	March 1, 2027
-	Keegan Garrity	County Council Member	March 1, 2027
-		County Council Member	March 1, 2027

Cache County Regional Recreation Center Feasibility Study Advisory Members			
Seat	Name of Appointee	Category of Appointment	Term of Appointment Ends
-	Melissa Dahle	Representing the County Seat	March 1, 2027
-	Nathan Player	Representing the Unincorporated County	March 1, 2027
-	Emily Schmidt	Representing a Municipality North of the County Seat	March 1, 2027
-	Jon-David Jorgensen	Representing a Municipality North of the County Seat	March 1, 2027
-	Nathan Laursen	Representing a Municipality South of the County Seat	March 1, 2027
-	Jay Dee Jensen	Representing a Municipality South of the County Seat	March 1, 2027