

# CACHE COUNTY CORPORATION

## DEVELOPMENT SERVICES DEPARTMENT

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### Memorandum

To: Lynn Lemon, County Executive  
From: Josh Runhaar, Cache County Planner & Zoning Administrator  
Date: December 10<sup>th</sup>, 2007  
Subject: GIS Parcel Update Proposal for 2008

In looking at the funding that is potentially available for the completion of the parcel update project, the proposal from CTS Geospatial Services and Nexivus for completion of the project, and our potential in-house capabilities with funding available for a new hire, I would like to propose the following funding and work plan for finishing the GIS parcel update:

- 1) Post internally for the new GIS I position immediately. I would like to try to fill this position as close to the first of January as possible and have that position dedicate a majority of its time to this project for the first 6-8 months as necessary.
- 2) Provide a total of \$14,000 for consulting services. This will allow us to maintain the services of CTS Geospatial Services and Nexivus for 10 hours per week each until the third week of May 2008. (20 total weeks per consultant)
- 3) Utilize a portion of the remaining funding to hire an intern for the summer (approximate cost \$6,000) to help finalize the parcel updates.

It is not possible to give a firm estimate of a completion date under this scenario, but we would be able to potential complete the project by the end of Summer 2008 with a total cost of \$14-20,000 in addition to existing staff time. A reevaluation of the project will need to be completed every quarter as has been done for the last 9 months to ensure that we can complete it on time and within the projected budget. Please let me know how you would like to proceed.