

CLARKSTON TOWN  
RESOLUTION 26-02

A RESOLUTION APPOINTING A TOWN TREASURER, MAYOR PRO  
TEMPORE, AND TOWN CLERK FOR THE TOWN OF CLARKSTON,  
COUNTY OF CACHE, STATE OF UTAH.

WHEREAS, pursuant to Utah Code 10-3-916; Clarkston, Utah, has established the positions of Town Treasurer, Mayor Pro Tempore, and Town Clerk and is required to appoint qualified persons to those positions and,

NOW THEREFORE BE IT RESOLVED by the Mayor of Clarkston with the advice and consent of the Clarkston Town Council, that the following individuals are hereby appointed to the following positions:

Jared Petersen	Town Treasurer
Jared Petersen	Mayor Pro Tempore
Holly Jones	Town Clerk

PASSED AND APPROVED by the Town Council of Clarkston, Utah,  
this 20th day of January, 2026.

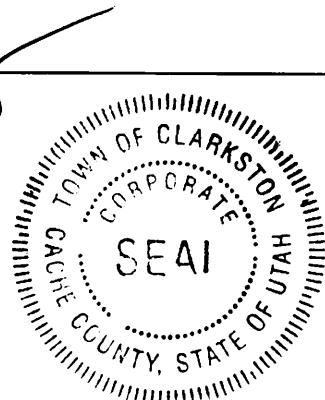
MAYOR

ATTEST:

Holly Jones  
CLERK

Voting:      Mayor Thompson  
                  Councilmember J. Noble  
                  Councilmember B. Goodey  
                  Councilmember D. Godfrey  
                  Councilmember J. Petersen

Aye  No  Abstain  Absent  
 Aye  No  Abstain  Absent  
 Aye  No  Abstain  Absent  
 Aye  No  Abstain  Absent  
 Aye  No  Abstain  Absent



# CLARKSTON TOWN MASTER FEE SCHEDULE

DESCRIPTION	BILLING	CHARGE	DATE DUE	LATE FEE
Personal Copies	N/A	.05 cents/page	Upon Submission	N/A
Copies of Town Records	up to 30 pages	.02 cents/page	Upon Submission	N/A
Copies of Town Records	30 pages or more	.05 cents/page	Upon Submission	N/A
Records Research Fee	N/A	\$10.00	Upon Submission	N/A
Personal Faxes	N/A	\$1.00/page	Upon Submission	N/A
Newsletter Advertisement Fee	N/A	1/4 page - \$10.00 1/2 page - \$20.00	Upon Submission	N/A
Returned Check Fee	N/A	\$15.00	10th	1.5 percent/month
<b>BUSINESS LICENSING</b>				
Business License Administrative Fee	N/A	\$15.00	Upon Submission	N/A
Business License Resident	N/A	\$15.00	Jan.1st-March 31st	\$50.00
Business License Non-Resident	N/A	\$5.00/day - \$10.00/week - \$20/month - \$100/year	Upon Submission	N/A
<b>CEMETERY</b>				
Grave Sale/Resident	N/A	\$450.00	Upon Submission	N/A
Grave Sale/Nonresident	N/A	\$950.00	Upon Submission	N/A
Grave Perpetual Care	N/A	\$100.00	Upon Submission	N/A
Grave Opening/Closing Resident	N/A	\$400.00	Upon Submission	N/A
Grave Opening/Closing Nonresident	N/A	\$800.00	Upon Submission	N/A
Cremation Grave Sale/ Resident		\$175.00	Upon Submission	N/A
Cremation Grave Sale/ Nonresident	N/A	\$475.00	Upon Submission	N/A
Cremation Grave Perpetual Care	N/A	\$100.00	Upon Submission	N/A
Cremation Grave Opening/Closing Resident	N/A	\$200/\$250 vault	Upon Submission	N/A
Cremation Grave Opening/Closing	N/A	\$350/\$400 vault	Upon Submission	N/A
Cemetery Filing Fee	N/A	\$25.00	Upon Submission	N/A
Amphitheater Usage Fee	N/A	\$50.00	Upon Submission	N/A
<b>CIVIL FEES</b>				
Parking Violation	N/A	1st Offense - Warning 2nd and Subsequent Offenses - \$25.00		N/A
Water Restriction Violation	N/A	1st Offense - Warning 2nd Offense - \$50.00 3rd Offense - \$100.00 4th and Subsequent Offenses - \$150.00		N/A

# CLARKSTON TOWN MASTER FEE SCHEDULE

DESCRIPTION	BILLING	CHARGE	DATE DUE	LATE FEE
<b>COMMUNITY CENTER RENTAL FEES:</b>				
Security Deposit	N/A	\$200.00	Upon Reservation	N/A
3 Hours	N/A	South - \$50.00/North - \$75.00	When key is picked up	N/A
3-5 Hours	N/A	South - \$75.00/North - \$100.00	When key is picked up	N/A
5-8 Hours	N/A	South - \$100.00/North - \$150.00	When key is picked up	N/A
<b>FEES RELATED TO LAND USE AND</b>				
Single Item Inspection Fee	N/A	\$75.00	Upon Submission	N/A
Building Permit Administrative Fee	N/A	\$20.00	Upon Submission	N/A
Zoning Clearance Application	N/A	\$10.00	Upon Submission	N/A
<b>Plan Review Fees:</b>				
Single Family Dwelling	N/A	\$250.00	Upon Submission	N/A
Additions, Remodels, Solar and Accessory	N/A	\$75.00	Upon Submission	N/A
<b>Bonds:</b>				
Residential Building Permit Bond Fee	N/A	\$1,000.00	Upon Submission	N/A
Building Permit Fee (Structures 200 sq. ft. or more)	N/A	\$500.00	Upon Submission	N/A
Annexation Fee	N/A	\$2,350.00	Upon Submission	N/A
Appeal Authority Fee	N/A	\$250.00	Upon Submission	N/A
Rezone Fee	N/A	\$550.00	Upon Submission	N/A
<b>SUBDIVISION FEES</b>				
Concept Plan Fee	N/A	\$150 (this will be credited to future payments if proceeding)	Upon Submission	N/A
Subdivision Application	N/A	\$1,000 plus \$50 per unit(Administrative Fees, LUDMA & Council Review)	Upon Submission	N/A
Contractor Deposit	N/A	\$10,000 (Covers Engineering/ Legal Fees, Water Model & Contractor Mishaps)	Upon Submission	N/A
Inspection Fee (Covers Infrastructure Improvement Inspections by Engineer)	N/A	2.5% of total infrastructure Improvement Cost- Engineer Estimate	Prior to Construction	N/A

# CLARKSTON TOWN MASTER FEE SCHEDULE

DESCRIPTION	BILLING	CHARGE	DATE DUE	LATE FEE
Subdivision Improvements Bond	N/A	120% of total infrastructure Improvement Cost - Engineer Estimate - 10% Warranty/10% Contingency	Prior to Construction	N/A
Water Dedication Fee	N/A	\$3,000 Per Unit	Prior to Construction	N/A
Boundary Line Adjustment	N/A	\$100.00	Upon Submission	N/A
Amendment to Application (Plat)	N/A	\$300.00	Upon Submission	N/A
Extension or Renewal of Application (Plat)	N/A	\$200.00	Upon Submission	N/A
<b>DOGS</b>				
Dog License Female	N/A	\$10.00	Jan.1st-March 1st	\$20.00
Dog License Male	N/A	\$10.00	Jan.1st-March 1st	\$20.00
Dog License Spayed	N/A	\$3.00	Jan.1st-March 1st	\$6.00
Dog License Neutered	N/A	\$3.00	Jan.1st-March 1st	\$6.00
Dog License Duplicate Tag	N/A	\$3.00	30 days	N/A
Kennel License	N/A	\$75.00	Jan.1st-March 1st	\$150.00
Impound Fee (first impoundment)	N/A	\$30.00	30 days	\$30.00
Impound Fee (second impoundment)	N/A	\$60.00	30 days	\$60.00
Impound Fee (third impoundment)	N/A	\$90.00	30 days	\$90.00
Delinquent Dog License Citation Fee	N/A	\$100.00	per citation	N/A
Daily charge for boarding	per day	\$5.00	30 days	\$5.00
Euthanization fee	N/A	\$30.00	30 days	\$30.00
<b>ROADS</b>				
Road Impact Fee	N/A	\$2,500.00	upon request	
Emergency Contract Service	Equipment plus one man labor	\$100/hr	upon request	N/A
Emergency Contract Service	One man labor	\$20/hr	upon request	N/A
<b>SANITATION</b>				
Sanitation Collection 96 gallon residential	monthly	\$26.20	10th	1.5 percent/month
Sanitation Collection 64 gallon residential	monthly	\$25.10	10th	1.5 percent/month
Green Waste Fee	monthly	\$2.00	10th	1.5 percent/month
E911 Service	monthly	\$3.30	10th	1.5 percent/month
<b>TOWN SQUARE</b>				
Town Square Pavilion Rental Fee	N/A	\$25.00	upon request	N/A

## **CLARKSTON TOWN MASTER FEE SCHEDULE**

## Town of Clarkston Proposed Pricing

Description	Price	Qty	Total
<input checked="" type="checkbox"/> <b>Website &amp; Platform Upgrade (one-time fee) <i>please select one option</i></b>			\$800
<input type="checkbox"/> <b>Platform Upgrade (one-time fee) <i>please select one option</i></b>			\$300
<input type="checkbox"/> <b>Advanced Business Directory</b>			\$200
<input type="checkbox"/> <b>Elite Web Design Package</b>			\$6,000
<b>Website Hosting and Website Maintenance</b>			\$600/year
<b>Customer Support Plan - Unlimited 24x7 Tech Support</b>			\$300/year
<input checked="" type="checkbox"/> <b>Customer Support Plan - "White-Glove" Service via email and phone</b>			\$300/year
<input type="checkbox"/> <b>Branded Email Addresses</b>	\$252/year	5	\$1,260/year
<input type="checkbox"/> <b>Premium ADA-Compliance Solution</b>			\$600/year
<input type="checkbox"/> <b>Facebook Syndication</b>			\$300/year
<input type="checkbox"/> <b>Embedded Livestream Video Feed</b>			\$150/year
<input checked="" type="checkbox"/> <b>Forms without payment</b>	\$50/year	1	\$50/year
<b>Domain Name Management</b>			\$20/year
<b>TOTAL</b>			<b>\$2,070</b>

## Town of Clarkston Signature Page

It is our commitment to ensure that the Town of Clarkston's online presence stands the test of time, making your website the ultimate tool for all your digital municipal needs today, and in the years to come. With our services, you can take pride in the fact that your residents, tourists, and visitors will never perceive your municipal services as outdated.

**The duration of the contract is three years.**

**The 1st year's fee is \$2,070.00.**

The Website Upgrade fee is a one-time fee that will be invoiced after the proposal is signed.

It is due 15 days after invoicing.

The Annual Hosting Maintenance and Support fee will be invoiced on 2/1/2026. 0p9

**The 2nd year's fee of \$1,270.00** will be invoiced on 2/1/2027.

**The 3rd year's fee of \$1,270.00** will be invoiced on 2/1/2028. The contract will end on 2/1/2029.

By endorsing this quote, you unlock a comprehensive package detailed in the previous sections of the proposal. Here are the three key benefits tailored to meet your needs:

### 1. **Town Web's Website and Communication Platform**

You will be providing your residents with unparalleled transparency in municipal decision-making. Keep them informed on vital topics, offering instant notifications about topics that interest them the most.

### 2. **Digital Transformation with Town Web**

Town Web's Online Digital Solution stands as the most advanced platform for local government - with many more features yet to come. It facilitates payments from any funding source through any device, efficiently reducing the administrative workload for busy staff while catering to the convenience citizens demand. Your Digital Transformation team creates digital workflows and enables your licenses and forms to be filled - and submitted online. All while enabling online renting for your municipal facilities. Imagine saying "HeyGov" - and it's done.

### 3. **Your Public Communication Officer - Available 24x7**

Enjoy the peace of mind that comes with round-the-clock technical support. You can rely on us for any website-related query or issue, accessible via call, email, chat message, or even Facebook Messenger. We go the extra mile, assisting with no additional charges, including posting or editing on their behalf, saving you valuable time and resources.

### 4. **A No-Cost Website Homepage Refresh Every Three Years - reach out to us if you want this option!**

Before the third year of hosting expires, we initiate a meeting to explore fresh ideas for your site's redesign. Incorporating the latest design standards, we ensure your site remains modern, practical, and up-to-date, reflecting the evolution of design trends over the preceding three years.

 **SIGNATURE**  
Holly Jones

Holly Jones, Town of Clarkston,

To accept this quote, you can electronically sign it above, or sign and fax it to 321-600-9008. Once we have a signed copy, we will email you an invoice. Once the invoice is paid, your dedicated Account Manager Aleksandra will contact you to schedule the Onboarding meeting!