

CLARKSTON TOWN  
RESOLUTION 16-13

A RESOLUTION APPOINTING NEIGHBORHOOD WATCH  
CHAIRPERSONS FOR THE TOWN OF CLARKSTON, COUNTY OF  
CACHE, STATE OF UTAH.

WHEREAS, the Town of Clarkston, Utah, has an open position  
for Neighborhood Watch Chairperson.

NOW THEREFORE BE IT RESOLVED by the Mayor of  
Clarkston with the advice and consent of the Clarkston Town  
Council, that the following individuals be appointed as Clarkston  
Town Neighborhood Watch Chairpersons.

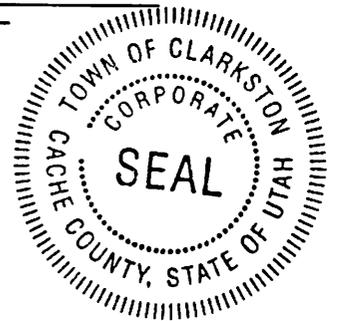
Mandy and Miguel Gonzalez

PASSED AND APPROVED by the Town Council of Clarkston,  
Utah, this 17<sup>th</sup> day of May, 20  .

Hendon Godfrey  
MAYOR

ATTEST:

Kristi Hidalgo  
CLERK



Voting as follows:

Mayor Godfrey	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Councilmember R. Calderwood	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Councilmember S. Palmer	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Councilmember R. Thompson	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Councilmember E. Goodey	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent

Attachment A

CLARKSTON TOWN  
Board of Adjustment  
Application for Variance

Case No. 16-01

Date Submitted 5/4/16

Received By C. Atkinson

Address of Site 290 S Main

Applicant Name Mylind Fawcett

Applicant Phone Number 435-659-4233

Applicant Address 290 S Main

Application must be accompanied with a plat map (County Recorder's Office) which shows property location and a plot plan showing the nature of the request. (Show buildings, structures, driveway, etc. and all items relating to the request along with dimensions. Include all dimensions from property lines.)

GA Plat Map Received

GA Plot Plan Received

Application must be accompanied with a fee of \$10.00. Fee is nonrefundable. GA <sup>5/4/16</sup> Fee Received.

Applicant must attach the names and addresses of property owners whose properties abut the property for which the variance is requested.

GA Names and address attached.

The following are questions that the Board of Adjustment must ask as part of the process of granting a variance. Please respond briefly in writing and be prepared to discuss in greater length as part of the hearing.

- From what specific ordinance are you seeking relief?

City right-of-way 300 S a plat st for fence

1. What are the difficulties and hardships associated with this property. (It cannot be with the people who will live on the property or the structure that will be built on the property. The hardship is with the property itself.)

Mature trees are the existing right-of-way line between the street & the private property

2. List the special circumstances attached to this property which do not generally apply to other surrounding property in the same zone.

Trees are on the line for the right of way

3. What rights or privileges are possessed by other property owners in the same zone that are being denied to this property because of the above listed conditions?

Fences are able to be built on line to keep children and animals off the road.

4. What, if any, negative impacts might result from the granting of this variance and what would the owner be willing to do to mitigate such problems?

People would be fenced out of 3-4 feet of public right-of-way. Should the need arise to expand the road or put a sidewalk in, the owner would be willing to move the fence to the inside of the trees.

5. Do you believe the spirit of the zoning ordinance will be observed and substantial justice done? Why?

Yes. I am not trying to take anyone's rights or inconvenience my neighbors. I am trying to assure the safety of my children, motorists that use the roads, & any animals I may have in the future. I wish to make the fence as aesthetically pleasing as possible. I believe this variance will help fulfill all of these goals.

ALL of the above five conditions must be met for a variance to be granted.

Mayor Kendon Godfrey Date. May 24 2016

# CLARKSTON TOWN

## Land, Use & Development Management

### Application for Zoning Clearance

Permit No. \_\_\_\_\_

Date Submitted 5/2/16

Received By C. Atkinson

Address of Site 290 S Main

Applicant Name Mylna Fawcett

Applicant Phone Number 435-659-4233

Applicant Address 290 S Main

**Description of Request: (Attach additional page if necessary)**

**Include off-site improvements, including property access, and culverts**

I would like to put a fence around the perimeter of my property. On the south side, there are trees on the property line by the street. I would like to put the fence on the outside of the trees, approximately 29-30 feet from the center of the road. I would like to put a fence on the west side approximately 48 feet from the center of the road (Main st). For the same reason, to assure the fence is on the outside of the trees.

**List names and addresses of all property owners within 300 feet of the property boundary. (Attach additional page if necessary).**

Curts Godfrey  
15 W 302 S

Dawn Griffiths  
2699 N 650 E  
Ogden, UT 84414

Roberto Diaz  
293 S Main

Monte Godfrey  
253 S Main

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**The following items must be attached:**

- A legal description and current ownership plat of the property (obtain from Cache County Recorder).
- A plot plan showing street names and numbers; direction of north; lot dimensions; location, uses, dimensions, and set backs of all existing and proposed buildings.
- An 11x14 plat map (obtained from the county recorder).
- A filing fee of \$10.00

**APPLICATION MUST BE RECEIVED BY THE TOWN CLERK FOURTEEN (14) DAYS PRIOR TO THE CLARKSTON PLANNING MEETING.**

**CLARKSTON TOWN**  
**LAND USE & DEVELOPMENT MANAGEMENT**  
**APPROVAL FOR ZONING CLEARANCE**  
**PAGE 2**

Name: Mylna Fawcett

Address of site: 290 S Main

Lot size: 1.25 acres Zone: \_\_\_\_\_

Tax ID#: 15-042-022

Type of construction: Fence

Dimensions of building: \_\_\_\_\_

Set back requirement: \_\_\_\_\_

Actual Set back: \_\_\_\_\_

Side yard requirement: \_\_\_\_\_

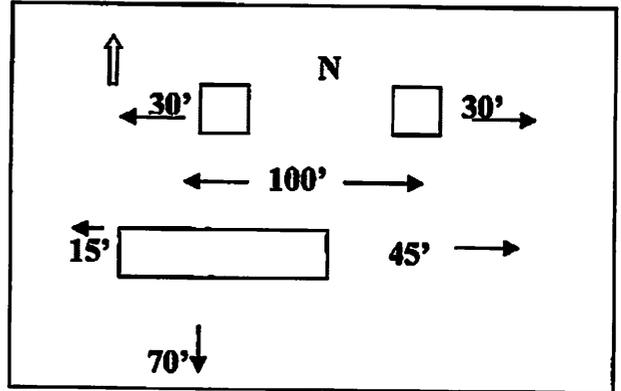
Actual Side yard: \_\_\_\_\_

Right of way width: \_\_\_\_\_

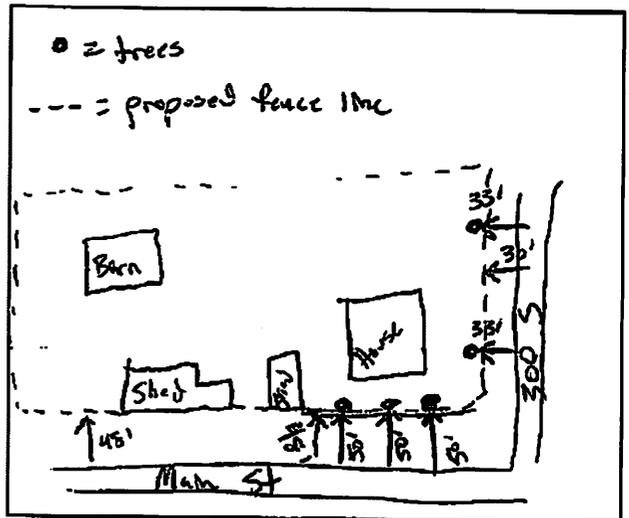
**ATTACHED:**

- Legal description including current ownership.
- Plot plan.
- \$10.00 filing fee.

**SAMPLE PLOT PLAN**



**ACTUAL PLOT PLAN**



**THIS PROPERTY IS BEING APPROVED FOR ZONING CLEARANCE AS INDICATED ABOVE. ANY CHANGES IN TYPE OF STRUCTURE OR PLACEMENT ARE NOT ALLOWED. THIS CLEARANCE IS NOT A WAIVER OF COMPLIANCE WITH THE ZONING NOR THE BUILDING CODES.**

\_\_\_\_\_  
**Date of Approval for Zoning Clearance**

\_\_\_\_\_  
**Signature (LUDMA)**

Denied due to  
 fence being on  
 city property.  
 5/4/16



15-042-0026

15-042-0027

15-042-0028

15-042-0051

15-042-0025

15-042-0021

15-042-0024

15-042-0023

15-042-0022

S MAIN ST

E 300 S

15-040-0021

15-040-0022

15-040-0053

15-040-0012

W 300 S

CLARKSTON TOWN CORP.  
APPLICATION FOR BUSINESS LICENSE

NAME OF BUSINESS Ridge Industries  
NAME OF APPLICANT Bret + Karly Godfrey  
MAILING ADDRESS PO Box 111 Clarkston UT 84305  
BUSINESS ADDRESS 280 W 100 S Clarkston UT  
APPLICATION IS FOR:  New Business  Temporary Business  Renewal  
LICENSE FEE: \$15.00 per year (resident)

DESCRIPTION OF BUSINESS (include nature of business, parking requirements, and projected monthly sales.) No Parking Requirements  
light manufacturing / distribution of farm gates

PEDDLERS, SOLICITORS, & TRANSIENT MERCHANTS FEE:  
(\$5.00/day; \$10.00/week; \$20.00/month; \$100.00/year)

Business to be located at: 280 W 100 S Clarkston  
For the following days: —

RENEWAL

Renewals are due prior to January 31<sup>st</sup>. If renewal applications are not received in the Clarkston Town Office on or before March 31<sup>st</sup>, a penalty of \$50.00 will be assessed.

CERTIFICATE

I HEREBY CERTIFY the above information is a true and accurate statement, to the best of my knowledge and belief.

Dated this 5<sup>th</sup> day of May, 2016

Applicant or Authorized Agent

CONDITIONAL USE PERMIT

5-4-16  
Date Approved

[Signature]  
Planning/Zoning Chairman

Comments: \_\_\_\_\_

CLARKSTON TOWN COUNCIL APPROVAL

Date 5-17-16 Receipt No. \_\_\_\_\_ License No. \_\_\_\_\_ Amount \$ 15

[Signature]  
Mayor

**Attachment B**  
**CLARKSTON TOWN HISTORIC PRESERVATION COMMISSION**  
**RULES AND REGULATIONS**

- HPC.10 Purpose.**
- HPC.20 Members.**
- HPC.30 Organization and Procedure**
- HPC.40 Sub-Committees.**
- HPC.50 Duties.**
- HPC .60 Amendments.**

**HPC.10 Purpose.**

The purpose of the Historic Preservation Commission is to assist the town in identifying, preserving, protecting, and enhancing historic buildings, sites, monuments, streetscapes and landmarks within the town which are deemed architecturally or historically significant in order to protect and preserve such structures and sites for the use, observation, education, pleasure and general welfare of the present and future residents of the town.

**HPC.20 Members.**

**(a) Number.**

The Historic Preservation Commission shall consist of a minimum of five (5) members who shall have a demonstrated interest, competence or knowledge in historic preservation or architecture. When possible two (2) Commission members may be "professionals" from the disciplines of history, architecture, or architectural history as defined by the National Park Service regulations.

**(b) Term.**

Each member of the Commission shall be appointed by Resolution of the Town Council to staggered terms of three (2) years commencing on the first day of January. The Town council may reappoint members to successive terms on the Commission.

**(c) Removal.**

Members shall serve at the pleasure of the Town Council and may be removed with or without cause by majority vote of the Town Council.

**(d) Vacancies.**

Vacancies on the Commission occurring for reason of death, resignation, removal, or disqualification of a member shall be promptly filled by the Town Council in

accordance with the procedures for appointment for the unexpired term of such member.

**(e) Compensation.** Members shall serve without compensation, provided that members may be reimbursed for reasonable and necessary expenses incurred in the performance of their duties as determined appropriate and approved by the Town Council.

#### **HPC.30      Organization and Procedures**

**Chairperson.** The Commission shall elect one of its members as chairperson to oversee the proceedings and activities of the Commission. The chairperson shall be a voting member of the Commission. The Commission may appoint other members to act as officers.

**(a) Meetings.** The Commission shall meet at least twice each year. Meetings of the Commission may be called by the Chairperson, a majority of the members of the Commission, or the Mayor. Meetings shall be conducted in accordance with Robert's Rules of Order.

**(b) Open Meetings.** Meetings of the Commission shall be conducted in accordance with the Open Public Meeting laws of the State of Utah, including public notification of meeting place, time and agenda items. The commission shall keep a public record of its proceedings and all minutes of the meetings and decisions of the Commission shall be filed in the office of the Town Recorder as public records open to inspection in accordance with the Clarkston Town. Government Records Access and Management Ordinance.

**© Quorum.** No official business of the Commission shall be conducted except to the presence of a properly constituted quorum. A quorum shall consist of the attendance of not less than a majority of the voting members.

#### **HPC.40      Sub-Committees.**

Sub-committees of the Historic Preservation Commission may be established to assist the Commission in Meeting its overall objectives. Sub-committees shall be established and sub-committee members appointed by resolution of the Town Council upon recommendation of the same by the Historic Preservation Commission. Sub-committee members shall serve for a term of two (2) years, and may be reappointed by the Town Council for successive terms. Sub-committee members appointed to assist with a specific task or project shall have an appointment term not to exceed one (1) year for such task or project, provided such term may be extended by the Town council. Each sub-committee shall appoint a Chairperson and Secretary to assist in administrative responsibilities of the sub-committee.

**HPC.50 Duties.**

The Commission shall perform the following duties and any other duties as designated by the Town Council.

**1. Survey and Inventory Community Historic Resources.** The Historic Preservation Commission shall conduct or cause to be conducted a survey of the historic, architectural and archeological resources within the town. The survey shall be compatible with the Utah Inventory of Historic and Archeological Sites, and Survey and inventory documents shall be open to the public in accordance with the Clarkston Town Government Records Access and Management Ordinance. The survey shall be updated at least once every ten (10) years.

**(a) List of Historic Buildings and Sites.** The Historic Preservation Commission shall establish and maintain a list of Historic Buildings and Sites within the town in accordance with Clarkston Town zoning Ordinances regarding the same, known as the "Clarkston Historic Sites List"

**(b) Historic Landmark Register.** The Historic Preservation Commission shall establish and maintain a Historic Landmark Register designating significant historic sites within the town in accordance with Clarkston Town Zoning Ordinances regarding the same, known as the "Clarkston Historic Landmark Register."

**(c) Review Proposed Nominations to the National Register.** The Historic Preservation Commission shall review and comment to the State Historic Preservation Office on all proposed national Register nominations for properties within the boundaries of the town. When the Historic Preservation Commission considers a National Register nomination which is normally evaluated by professionals in a specific discipline and that discipline is not represented on the Commission, the Commission will seek expertise in this area before rendering its decision.

**(d) Provide Advice and Information.** The Historic Preservation Commission shall act as an advisory committee to town officials, departments and committees regarding the identification and protection of local historic and archeological resources.

**(e) Provide Assistance.** The Commission will help sponsor historic home tours and help educate citizens regarding historic preservation and the community's history. The commission shall assist with local preservation projects including the creation of historic districts, the creation of a historical page in the newsletter, and the creation of slide or video presentations about Clarkston's History.

**(f)Support of Enforcement Provisions.** The Historic Preservation Commission shall support the enforcement of all State as relating to historic preservation, including, but not limited to Utah Code Ann. 17A-3-1301 et seq., as amended, regarding the Historic District Act; Utah Code Ann. 9-8-301, et seq. as amended, regarding the protection of Utah antiquities; and Utah Code Ann 9-8-401 et seq., as amended, regarding notification of the State Historic Preservation Office of any known proposed action which will destroy or affect a site, building or object owned by the State of Utah and included on or eligible for the State or National registers.

**(g)Annual Update.** The Historic Preservation Commission shall report its activities to the Town Council annually and as otherwise requested by the Town Council.

#### **HPC.60 Amendments.**

The Commission may amend these rules and regulations in accordance with the provisions set forth herein for governing the conduct of its business. All such rules and regulations shall be submitted to the Town Council for review and approval by resolution.

#### **Sub-Committee Ideas:**

- 1. Granary**
- 2. House Tours**
- 3. Granary Tours**
- 4. Fund Raisers**
- 5. Collecting Artifacts**
- 6. Historical page for Town Newsletter ("Story Trek") and scrapbook.**
- 7. Veteran's Scrapbook and display in museum**
- 8. Rotating display in museum**
- 9. Clarkston Map with identification of past and current residents with pictures were possible.**
- 10. Photographer**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION ADOPTING RULES AND REGULATIONS  
REGARDING THE PURPOSE, ORGANIZATION AND DUTIES OF THE  
CLARKSTON TOWN HISTORIC PRESERVATION COMMISSION**

**WHEREAS**, the town has determined to establish an advisory Preservation Commission for the purpose of encouraging and fostering and preservation of the town's historical, architectural, and archeological resources pursuant to Clarkston Town Code and

**WHEREAS**, the town desires to adopt Rules and Regulations regarding the purpose, organization and duties of the Historic Preservation Commission by Resolution.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF CLARKSTON, STATE OF UTAH:**

**Section 1. Adoption.** Pursuant to the provisions of the Clarkston Town municipal Code, the Town Council hereby adopts Rules and Regulations for the Clarkston Town historic Preservation Commission as set forth in Exhibit "A" attached hereto and incorporated herein by this reference.

**Section 2. Appointment of Members.** For purposes of organizing membership on the Commission, the terms of office for each Commission Member shall initially be as those shown on Exhibit "B" attached hereto and made a part hereof. Future appointments shall be as per HPC. 20.

**Section 3. Severability Clause.** If any part or provision of this Resolution is invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all provisions, clauses, and words of this Resolution shall be severable.

**Section 4. Effective Date.** This Resolution shall become effective upon its passage.

**PASSED AND ADOPTED** by the Town Council of Clarkston, State of Utah.

On this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

**ATTEST:**

**CLARKSTON TOWN CORPORATION**

By \_\_\_\_\_

**Kristi Hidalgo**

**Kendon Godfrey**

**Town Recorder**

**Mayor**

# CLARKSTON TOWN CORP.

## RESOLUTION 16-14

### A RESOLUTION ADOPTING THE CLARKSTON TOWN FY 2017 PROPOSED BUDGET

WHEREAS the Clarkston Town Council, County of Cache, State of Utah, adopts the following Proposed Clarkston Town Fiscal Year 2017 Budget:

General Budget	\$ 351,000
Water Enterprise Fund	\$ 125,124
Cemetery Enterprise Fund	\$ 20,000

SEE ATTACHMENT

NOW THEREFORE BE IT ORDAINED that the Clarkston Town Council adopts the Clarkston Town Fiscal Year 2017 Proposed Budget by motion from Councilmember R. Calderwood. The motion was seconded by Councilmember S. Palmer.

Dated this 17<sup>th</sup> day of May, 2016.

  
MAYOR

ATTEST:

  
CLERK



Voting:	Mayor Godfrey	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
	Councilmember R. Calderwood	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
	Councilmember S. Palmer	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
	Councilmember R. Thompson	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
	Councilmember E. Goodey	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent

# FY 2017 Proposed Budget

## General Fund Revenue

Source of Revenue	Prior Year Actual Revenue (FY2015)	Current Year Estimate (FY2016)	FY 2017 Budget
<b><u>Tax Revenue</u></b>			
10-31-100 Property Tax	\$34,690	\$36,430	\$36,000
10-31-200 Fee In Lieu	\$5,367	\$4,914	\$10,000
10-31-300 Sales Tax	\$63,911	\$50,382	\$62,000
10-31-400 Franchise Fees(Comcast)	\$2,127	\$1,811	\$2,000
10-31-500 RAPZ Tax	\$1,073	\$15,000	
10-31-600 State Liquor Tax	\$366	\$311	\$425
10-31-700 Telecommunications Tax	\$7,119	\$4,017	\$6,000
<b>Total</b>	<b>\$114,653</b>	<b>\$112,865</b>	<b>\$116,425</b>
<b><u>License and Permits</u></b>			
10-32-100 Business License	\$480	\$540	\$500
10-32-200 Building Permits	\$9,293	\$26,583	\$13,500
10-32-250 Animal License	\$4,152	\$4,193	\$4,000
<b>Total</b>	<b>\$13,925</b>	<b>\$31,316</b>	<b>\$18,000</b>
<b><u>Intergovernmental Revenue</u></b>			
10-33-100 State Road Allotment	\$35,560	\$28,564	\$36,000
10-33-400 Fire & Rescue fund	\$7,683	\$9,062	\$7,500
10-33-550 Fire & Rescue Other(fund raisers)	\$3,096	\$0	\$1,000
<b>Total</b>	<b>\$46,339</b>	<b>\$37,626</b>	<b>\$44,500</b>
<b><u>Charges for Services</u></b>			
10-34-100 Sanitation Collection Fees	\$43,560	\$37,586	\$40,000
10-34-200 E911 Fees	\$8,488	\$7,246	\$8,260
<b>Total</b>	<b>\$52,048</b>	<b>\$44,832</b>	<b>\$48,260</b>
<b><u>Fines and Penalties</u></b>			
10-35-100 Penalties/Fines - Court	\$706	\$418	\$3,000
10-35-200 Misc. Court	\$0	\$0	\$0
<b>Total</b>	<b>\$706</b>	<b>\$418</b>	<b>\$3,000</b>
<b><u>Other Revenue</u></b>			
10-36-100 Interest Earnings	\$1,469	\$1,282	\$1,300
10-36-200 Phone Book	\$59	\$20	\$1,000
10-36-300 Youth Council	\$0	\$0	\$150
10-36-400 Pony Express	\$10,782	\$36	\$5,000
10-36-500 Town Pageant Dinner	\$804	\$16,670	\$25,000
10-36-550 Vending	\$12,947	\$7,899	\$10,000
10-36-600 Sports	\$435	\$609	\$500
10-36-800 Fire Department Grant	\$158,225	\$17,145	\$10,000
10-36-850 Unappropriated Fund Balance	\$0	\$0	\$63,865
10-36-900 Misc. Revenue	\$308	\$747	\$2,000
10-36-970 Civic Center Rental	\$1,160	\$805	\$2,000
<b>Total</b>	<b>\$186,189</b>	<b>\$45,213</b>	<b>\$120,815</b>
<b><u>Contributions &amp; Transfers</u></b>			
10-39-100 Contributions	\$0	\$78,526	\$0
10-39-990 Transfer/Cemetery-General Fund	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$78,526</b>	<b>\$0</b>
<b>Revenue Total</b>	<b>\$413,860</b>	<b>\$350,796</b>	<b>\$351,000</b>

# FY 2017 Proposed Budget

## General Fund Expenses

		Prior Year Actual Expenses (FY2015)	Current Year Estimate (FY2016)	FY 2017 Budget
<b>Mayor and Council</b>				
10-41-110	Salaries & Wages	\$3,350	\$1,340	\$3,500
10-41-130	Employee Benefits	\$256	\$103	\$300
10-41-230	Travel and Training	\$0	\$80	\$2,200
<b>Total</b>		<b>\$3,606</b>	<b>\$1,523</b>	<b>\$6,000</b>
<b>Court</b>				
10-42-220	Prosecutor - FY2014	\$1,200	\$900	\$1,200
10-42-630	Misc. Expense	\$0	\$0	\$150
<b>Total</b>		<b>\$1,200</b>	<b>\$900</b>	<b>\$1,350</b>
<b>Administration</b>				
10-44-110	Salaries and Wages	\$11,125	\$12,235	\$12,000
10-44-130	Employee Benefits	\$1,162	\$1,092	\$1,500
10-44-210	Insurance	\$19,224	\$19,308	\$20,000
10-44-220	Mileage	\$993	\$809	\$1,200
10-44-230	Travel and Training	\$2,502	\$1,580	\$3,200
10-44-240	Office Supplies	\$2,503	\$1,270	\$2,500
10-44-250	Equipment -supply/maint	\$0	\$236	\$2,500
10-44-255	Fuel and Repairs	\$0	\$0	\$0
10-44-260	Town Hall - maint	\$52	\$1,147	\$10,500
10-44-270	Utilities	\$4,486	\$3,805	\$6,000
10-44-280	Planning and Zoning	\$6,479	\$12,163	\$11,700
10-44-305	Legal/ Professional	\$6,527	\$2,605	\$9,000
10-44-310	Engineering	\$0	\$0	\$1,000
10-44-315	Auditor	\$2,250	\$2,205	\$4,000
10-44-320	E911 Fees	\$8,515	\$7,257	\$8,000
10-44-330	Sanitation Collection Fees	\$47,840	\$36,457	\$40,000
10-44-340	Elections	\$0	\$425	\$1,000
10-44-540	Admin Bank Charges	\$1,021	\$1,846	\$1,500
10-44-620	Misc. Supplies/ Services	\$739	\$658	\$500
10-44-650	Mayor - Misc.	\$1,181	\$952	\$1,500
10-44-741	Capital Outlay Equipment	\$0	\$13,118	\$20,000
10-44-815	Interest Expense	\$0	\$0	\$0
10-44-850	CBDG Grant Expense	\$0	\$0	\$0
10-44-950	Civic Center Project	\$475	\$0	\$0
<b>Total</b>		<b>\$117,074</b>	<b>\$119,169</b>	<b>\$157,600</b>
<b>Law Enforcement</b>				
10-51-110	Annual Contract/Services	\$4,850	\$4,755	\$5,000
10-51-310	Outside Medical Service	\$0	\$0	\$200
10-51-320	Neighborhood Watch	\$0	\$0	\$250
10-51-390	Animal Control	\$5,531	\$4,529	\$4,500
<b>Total</b>		<b>\$10,381</b>	<b>\$9,284</b>	<b>\$9,950</b>

# FY 2017 Proposed Budget

## General Fund Expenses

		Prior Year Actual Expenses (FY2015)	Current Year Estimate (FY2016)	FY 2017 Budget
<b>Fire and Rescue</b>				
10-53-110	Salaries and Wages	\$670	\$335	\$800
10-53-130	Employee Benefits	\$87	\$192	\$200
10-53-230	Travel and Training	\$1,322	\$2,100	\$2,500
10-53-240	Fire Supplies	\$3,348	\$5,462	\$5,000
10-53-250	Fire & Rescue equipment	\$5,060	\$7,230	\$6,000
10-53-260	Fire Dept. Grant	\$79,699	\$13,723	\$10,000
10-53-270	Fuel/oil & Utilites	\$6,171	\$5,876	\$6,000
10-53-290	Emergency Preparedness	\$0	\$0	\$250
10-53-300	Capitol Projects Fund	\$78,526	\$0	\$0
10-53-550	Vending	\$7,832	\$3,685	\$5,000
<b>Total</b>		<b>\$182,715</b>	<b>\$38,602</b>	<b>\$35,750</b>
<b>Roads &amp; Streets Department</b>				
10-60-110	Salaries and Wages	\$1,150	\$2,803	\$6,500
10-60-130	Employee Benefits	\$88	\$214	\$400
10-60-220	Mileage	\$0	\$0	\$200
10-60-230	Travel and training	\$0	\$0	\$200
10-60-250	Equipment- Supply/maint	\$3,201	\$4,822	\$7,000
10-60-255	Fuel/oil	\$1,927	\$3,043	\$5,000
10-60-310	Engineering	\$0	\$0	\$0
10-60-350	Contract Service	\$0	\$0	\$3,000
10-60-420	Road Utilities/Street lights	\$6,391	\$5,352	\$6,000
10-60-430	Utility Repairs	\$0	\$0	\$0
10-60-730	Capital Outlay-improvements	\$75,773	\$59,352	\$50,000
10-60-741	Capital Outlay-equipment	\$0	\$0	\$0
10-60-790	Depreciation Expense	\$0	\$0	\$0
<b>Total</b>		<b>\$88,530</b>	<b>\$75,586</b>	<b>\$78,300</b>
<b>Parks and Recreation</b>				
10-70-110	Salaries and Wages	\$4,247	\$3,425	\$4,000
10-70-130	Employee Benefits	\$323	\$262	\$350
10-70-250	Park General	\$2,823	\$1,840	\$1,800
10-70-420	Sports	\$602	\$406	\$500
10-70-430	Youth Council	\$198	\$132	\$700
10-70-440	Pony Express	\$14,684	\$2,950	\$8,000
10-70-450	Town Pageant Dinner	\$0	\$18,535	\$20,000
10-70-460	Fair Booth	\$8	\$729	\$700
10-70-465	Town Float	\$213	\$86	\$500
10-70-470	Misc.Recreation/Town Clean-Up Day	\$367	\$321	\$500
10-70-480	National Night out	\$287	\$541	\$1,000
10-70-730	Capital Outlay-Park Improve	\$13,893	\$5,158	Rapz
10-70-741	Capital Outlay-equip.Unapp.Fund	\$0	\$2,174	\$20,000
10-70-790	Depreciation Expense	\$0	\$0	\$0
10-70-800	Contract Services	\$0	\$0	\$0
10-70-820	Civic Center Utilities	\$760	\$659	\$2,000
10-70-840	Civic Center Supply/Maintenance	\$951	\$89	\$2,000
<b>Total</b>		<b>\$39,356</b>	<b>\$37,307</b>	<b>\$62,050</b>
<b>Contributions &amp; Transfers</b>				
10-40-100	Contribution from Fund Balance- Fire Dept.	\$0	\$78,526	\$0
<b>Total</b>		<b>\$0</b>	<b>\$78,526</b>	<b>\$0</b>
<b>Expense Total</b>		<b>\$442,862</b>	<b>\$360,897</b>	<b>\$351,000</b>

# FY 2017 Enterprise Fund

## Water Utility Fund

		Prior Year Actual Revenue (FY2015)	Current Year Estimate (FY2016)	FY 2017 Budget
<b>Operating Revenue</b>				
51-37-100	Water Usage Fee	\$95,713	\$88,333	\$107,500
51-37-110	Water Service Deposit	\$275	\$375	\$300
51-37-150	Impact Fees	\$1,500	\$6,000	\$5,000
51-37-200	Water- New Hookups	\$1,000	\$4,000	\$4,000
51-37-900	Misc. Revenue	\$799	\$1,820	\$2,000
51-37-910	Capitol Outlay Improvements	\$0	\$0	\$0
51-37-950	CIB Grant	\$0	\$2,139	\$6,324
<b>Total</b>			<b>\$102,667</b>	<b>\$125,124</b>
		Prior Year Actual Expenses (FY2015)	Current Year Estimate (FY2016)	FY 2017 Budget
<b>Water Department Expenses</b>				
51-81-110	Salaries and Wages		\$6,412	\$12,000
51-81-130	Employee Benefits		\$491	\$850
51-81-230	Water Travel and Training		\$2,272	\$3,000
51-81-240	Office supplies/expenses		\$2,556	\$5,000
51-81-250	Water Dept equip - supply/maint		\$4,528	\$5,000
51-81-255	Fuel and Oil		\$0	\$1,000
51-81-270	Utilities		\$1,052	\$2,000
51-81-350	Contract Services/Engineering		\$94	\$2,000
51-81-370	Water Sampling		\$724	\$2,000
51-81-610	Misc. Supplies		\$0	\$1,500
51-81-720	Water System Repairs/maint		\$2,278	\$8,600
51-81-730	Water Project		\$665	\$7,000
51-81-740	Capital Improvement-Restricted		\$0	\$10,550
51-81-741	Capital outlay- Equipment		\$0	\$0
51-81-742	Capital outlay - vehicles		\$0	\$0
51-81-743	Capital outlay - Furniture		\$0	\$0
51-81-790	Depreciation Expense		\$0	\$0
51-81-800	Loan Payment (water tank)		\$46,577	\$47,000
51-81-825	Loan payment (Springs Project)		\$0	\$17,624
51-81-850	Reserve for Replacements		\$0	\$0
<b>Total</b>		<b>\$0</b>	<b>\$67,647</b>	<b>\$125,124</b>

# FY 2017 Proposed Budget

## FY 2017 PERPETUAL CARE FUND

		Prior Year Actual Revenue (FY2015)	Current Year Estimate (FY2016)	FY 2017 Budget
<b>Operating Revenue</b>				
71-30-100	Perpetual Care Interest	\$509	\$1,221	\$1,000
71-30-200	Cemetery Filing Fees	\$175	\$75	\$250
71-30-300	Burial Fees	\$11,300	\$11,600	\$10,000
71-30-400	Cemetery Lot Sales	\$1,650	\$4,900	\$2,000
71-31-100	Perpetual Care Upkeep	\$150	\$700	\$500
71-31-200	Unappropriated Fund Balance	\$8,784	\$0	\$6,250
<b>Total</b>		<b>\$22,568</b>	<b>\$18,496</b>	<b>\$20,000</b>
		Prior Year Actual Expenses (FY2015)	Current Year Estimate (FY2016)	FY 2017 Budget
<b>Expenditures</b>				
71-40-110	Salaries and wages	\$10,963	\$11,037	\$10,500
71-40-130	Employee Benefits	\$840	\$844	\$1,000
71-40-610	Burial Fees	\$2,975	\$2,470	\$3,000
71-40-710	Maintenance	\$3,612	\$3,882	\$3,500
71-40-810	Misc/Improvements	\$3,813	\$1,100	\$2,000
<b>Total</b>		<b>\$22,203</b>	<b>\$19,333</b>	<b>\$20,000</b>

CLARKSTON TOWN CORP.

RESOLUTION 16-15

A RESOLUTION APPROVING A WATER CONSERVATION PLAN FOR THE TOWN OF CLARKSTON, COUNTY OF CACHE, STATE OF UTAH

WHEREAS, Clarkston Town is in need of an updated Water Conservation Plan; and

WHEREAS, the Clarkston Town Council approves the implementation of the Water Conservation Plan, included herewith as Attachment A.

NOW THEREFORE BE IT RESOLVED by the Clarkston Town Council that the Water Conservation Plan be implemented and the guidelines set forth adhered to.

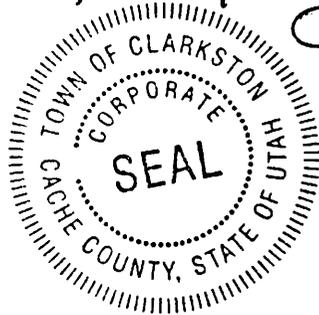
Adopted and effective this day by motion from Councilmember R. Calderwood and seconded by Councilmember E. Goodey.

Dated this 17<sup>th</sup> day of May, 2016.

Rendon Godfrey  
MAYOR

ATTEST:

Kristi Hidalgo  
CLERK



Voting:	Mayor Godfrey	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
	Councilmember R. Calderwood	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
	Councilmember S. Palmer	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
	Councilmember R. Thompson	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
	Councilmember E. Goodey	<input checked="" type="checkbox"/> Aye	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent

**CLARKSTON TOWN**  
**CULINARY WATER**  
**CONSERVATION PLAN**  
**FEBRUARY 2016**

Prepared by:

Sunrise Engineering, Inc.  
26 South Main  
Smithfield, Utah 84335  
Tel: (435)-563-3734  
Fax: (435)-563-6097

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## **1.0 INTRODUCTION**

In response to the rapid growth that the state of Utah has seen statewide, citizens and leaders of Clarkston Town are concerned about the future cost and/or availability of a finite supply of water. Similar concerns have been demonstrated by the state legislature as shown by the Water Conservation Plan Act (House Bill 418) passed in the 1998 session and its revision (House Bill 153) passed in the 1999 session. This document constitutes the water conservation plan for Clarkston Town. It is intended to address the concerns of both Clarkston Town and the State of Utah while in compliance with the State of Utah Water Conservation Plan Act.

## **2.0 BACKGROUND INFORMATION**

Clarkston Town is located about 17 miles northwest of Logan City in Cache County near north end of the State of Utah. The 2015 records for Clarkston Town established the population at 680. Planners and leaders of Clarkston Town have always held the water needs of citizens as a top priority. As a result, a well-maintained and operated water system provides citizens with water where and when it is needed. According to Clarkston Town data, the existing number of culinary connections in fiscal year 2015 was 260, including all residential and commercial connections within the Town boundary. Of the 260 existing connections there are 259 residential connections and 1 commercial connections. The average lot size is 5/8 an acre. For irrigation purposes, it is assumed that 1/2 an acre is irrigated per ERC.

Clarkston Town continues to experience slow growth. This population represented an increase of 35 persons or 0.21% percent over the 1990 census population of 645. As growth takes place, the City's infrastructure, including the culinary water system, must be improved to support that growth.

## **3.0 EXISTING RESOURCES**

In 2015, Clarkston Town used approximately 193 ac-ft of water from the culinary water system. This includes water used for both indoor and outdoor uses. Clarkston Town currently owns 5.24 Cubic Foot per Second of water right summarized in Table 3-1.

**Table 3-1  
Existing Clarkston Town Culinary Water Rights**

<b>Water Right No.</b>	<b>Source</b>	<b>Ac-Ft Based On Flow</b>	<b>CFS Flow</b>	<b>GPM Flow</b>
25-7202	Big Birch Spring	2171	3.0	1346
25-7203	Little Birch Spring	371	0.512	230
25-7201	City Spring	362	0.5	224
A17939	Mylar Spring	680	0.94	422
A21335	Well	210	0.29	130
<b>TOTAL:</b>		<b>3794 ac-ft.</b>	<b>5.24 cfs.</b>	<b>2353 gpm.</b>

Clarkston Town has five sources of supply to its culinary water system. Currently, only the four springs are used in the town water system. These are Big Birch Spring, Little Birch Spring, City Spring, and Mylar Spring. City Spring, Myler Spring, Big Birch Spring, and Little Birch Spring are metered together. The highest known instantaneous reading of the meter is approximately 1,300 gpm. The well is not currently plumbed into the system due to its low production.

Clarkston Town has three concrete storage tanks with a combined capacity of 1,240,000 gallons. The spring water is chlorinated at the entrance to the existing storage tanks. The chlorination equipment is in good condition.

The Clarkston Town distribution system is fed by a 12 inch main from the three tanks.

Table 3-2 shows the 2017 Culinary Water Budget Projections from the master plan used to operate and maintain the culinary water system. It must be understood that system loans are now being paid, and money will be set aside for the upcoming improvements. Rates will increase to pay the loans that are required to fund the improvements discussed in this plan.

**Table 3-2**  
**2017 Clarkston Town Annual Culinary Water Budget Projections**

**REVENUES**

Water Usage Fees	\$100,000.00
Impact Fee	\$3,000.00
Water Hook-up Fees	\$2,000.00
Water Misc. Revenue	\$200.00
<b>TOTAL REVENUES:</b>	<b>\$105,200.00</b>

**EXPENSES**

Salaries and Wages	\$10,000.00
Employee Benefits	\$1,000.00
Travel and Training	\$2,500.00
Office Supplies	\$4,500.00
Contract Services	\$500.00
Utilities	\$1,500.00
Water Sampling	\$1,000.00
Misc. Supplies	\$4,500.00
Water System Repairs/ Maintenance	\$6,000.00
Existing Bonds	\$46,700.00
Big Birch Loan Payment	\$14,840.70
<b>TOTAL EXPENSES:</b>	<b>\$93,040.70</b>

#### 4.0 CURRENT AND FUTURE WATER USE

Water usage for Clarkston in 2015 are as follows. The average gallons per capita per day (gpcd) usage is 252 in 2015 for the culinary water system. In 2010, the State of Utah's average for potable water usage was 185 gpcd and 55 gpcd for secondary. When comparing Clarkston's usage per capita to the State averages, Clarkston is higher than the States numbers by 36.7%.

Clarkston	680	Population
2015		
	Usage (Gallons)	GPCD
January	3,259,653	154.63
February	3,093,135	162.45
March	2,530,941	120.06
April	4,563,296	223.69
May	4,503,194	213.62
June	2,584,213	126.68
July	11,767,886	558.25
August	9,287,268	440.57
September	9,944,707	487.49
October	6,653,800	315.65
November	2,988,689	146.50
December	1,691,493	80.24
<b>Total</b>	<b>62,868,275</b>	
<b>Average</b>	<b>5,239,023</b>	<b>253</b>

#### 4.1 Population Projection

Since 1990, Clarkston Town has seen an average annual growth rate of 0.25 %. Based on the historic growth rates, growth rates in nearby cities, the continued growth in Cache Valley, and the Governor's Office of Planning and Budget, it is projected that Clarkston Town will experience an average annual growth rate of 1.5 % over the next 25 years. Based on this growth rate, Clarkston town will have a population of 987 in 2040. This equates to 377 connections in 2040.

Water usage projections can be viewed in the table below. The projections are based on 2015 - 253 gpcd usage and the population projection of 987 users.

2040	
	Usage (Gallons)
January	4,729,578
February	4,487,970
March	3,672,257
April	6,621,093
May	6,533,888
June	3,749,552
July	17,074,560
August	13,475,318
September	14,429,226
October	9,654,300
November	4,336,424
December	2,454,264
<b>Total</b>	<b>91,218,432</b>

### 4.2 Water Rights

The State of Utah requires that communities have enough water rights to meet two conditions. Water rights have to meet a flow and a volume requirement over the year. The following table outlines the requirements by the State and compares them to the current and future water capacities of Clarkston. The table indicates whether or not there is a surplus or deficit under both scenarios. In both cases there is a surplus of water rights.

#### Water Rights: Flow Rate Requirements

Water Right	Number of Connections	Acres Irrigated	DDW Factor	Unit	Total Need (gpm)	Existing Capacity	Surplus (Deficit)
Existing Indoor Need	260		800	gal/day/conn	144		
Existing Outdoor Need		130	3.96	gal/min/irrigated acre	515		
<b>Existing Total WR Need</b>					<b>659</b>	<b>2,353</b>	<b>1,694</b>
Projected Indoor Need	377		800	gal/day/conn	209		
Projected Outdoor Need		189	3.96	gal/min/irrigated acre	746		
<b>Projected Total WR Need</b>					<b>955</b>	<b>2,353</b>	<b>1,398</b>

## Water Rights: Volume Requirements

Water Right	Number of Connections	Acres Irrigated	DDW Factor	Unit	Total Need (AF)	Existing Capacity	Surplus (Deficit)
Existing Indoor Need	260		146,000	gal/year/connection	116		
Existing Outdoor Need		130	1.87	ac-ft/irrigated acre	243		
Existing Total WR Need					359	3,795	3,436
Projected Indoor Need	377		146,000	gal/year/connection	169		
Projected Outdoor Need		189	1.87	ac-ft/irrigated acre	352		
Projected Total WR Need					521	3,795	3,274

### 4.3 Source Capacity

The existing source requirement for Clarkston Town is 659 gpm. The projected source requirement in 2040 is 955 gpm. These numbers are based on the Utah Administrative Code: R309-510. Currently the existing capacity for Clarkston's water source is 1300 GPM. After five consecutive years of drought the spring dropped to a record low output of 340 gpm in 2006. For the near future, there is sufficient source capacity for the town. However, as the population increases and maximum source capacity is approached, or if severe drought occurs, Clarkston will have to implement conservation measures identified later in this plan and also seek additional source capacity. The table below illustrates the above information.

## Water Source Requirements

Water Source	Number of Connections	Acres Irrigated	DDW Factor	Unit	Total Need (gpm)	Existing Capacity	Surplus (Deficit)
Existing Indoor Need	260		800	gal/day/conn	144		
Existing Outdoor Need		130	3.96	gpm/irr-acre	515		
Existing Total WS Need					659	1,300	641
Projected Indoor Need	377		800	gal/day/conn	209		
Projected Outdoor Need		189	3.96	gpm/irr-acre	746		
Projected Total WS Need					955	1,300	345

### 4.4 Storage Capacity

As mentioned in Section 3.0, Clarkston Town has 1,240,000 gallons of storage. The existing storage requirement for Clarkston Town is 654,240 gallons, including indoor, outdoor and fire protection storage requirements. It is projected that 867,648 gallons of storage will be needed by 2040. Therefore, in 2040 there will be surplus of 372,352. The table below illustrates the above information.

## Water Storage Requirements

Water Storage	Number of Connections	Acres Irrigated	DDW Factor	Unit	Total Need (gal)	Existing Capacity	Surplus (Deficit)
Existing Indoor Need	260		400	gal/conn	104,000		
Existing Outdoor Need		130	2,848	gal/irr-acre	370,240		
Fire Protection			1,500	gpm/120min	180,000		
Existing Total Storage Need					654,240	1,240,000	585,760
Projected Indoor Need	377		400	gal/conn	150,800		
Projected Outdoor Need		189	2,848	gal/irr-acre	536,848		
Fire Protection			1,500	gpm/120min	180,000		
Projected Total Storage Need					867,648	1,240,000	372,352

### 4.5 Distribution System

Clarkston City's current distribution system is able to service a fire flow of 1500 gpm throughout the majority of the system. There are a few locations near the fringes of the community where the complete fire flow cannot be reached. The system is able to provide water during peak demand periods. Since no deficiencies in the distribution system concerning peak demand periods were found and the majority of the community is capable of the fire flow, immediate upgrades to the system are not required. But as the community grows, upgrades to expand the distribution system to provide the necessary fire flow to all areas may be needed.

### 4.6 Treatment

All culinary water entering the distribution system is currently chlorinated. The water from the springs is chlorinated prior to entering the tanks. The existing chlorination facilities are adequate and well maintained. Since the existing chlorination equipment is in good condition, no changes are planned at this time.

## 5.0 SYSTEM PROBLEMS

Some components of the Clarkston culinary water system should be improved to meet the future needs. The following table outlines improvements that are planned for the system.

**Table 5-1  
Recommended Culinary Water System Improvements**

Analysis Description	Recommended Upgrade
Maintain/Increasing Source Capacity	Big Birch Spring Redevelopment Project
Maintain/Increasing Source Capacity	Mylar Creek Spring Development Project

## **6.0 CONSERVATION ISSUES**

Clarkston Town is located in northern Utah, which is the second driest (only 13 inches of annual precipitation on average) state in the country. That being said, Utah also uses the second greatest amount of water per capita (293 gallons/person/day in 2001) in the country. For these reasons Clarkston Town has a responsibility to help citizens use water sensibly. Some of the common problems concerning water conservation throughout the State of Utah are:

- The general public lacks information and understanding of landscaping water requirements, efficient water use habits, and practices. Very few water users know how much water is required to maintain healthy landscaped areas and how to consistently use water efficiently outdoors. Most water use practices, whether for indoor use or irrigation are based on convenience rather than plant needs and water supply considerations.
- Although water pricing and billing systems are generally adequate to cover costs associated with the enterprise account, they typically have minimal incentives for residents and businesses to use water more efficiently.
- Efficiency of water use practices on city-owned property can be improved.

Clarkston Town is unique because the current sources can provide all of the Town's current and near future needs. While conservation is critical in times of drought due to decreased spring production, and will be as the population grows to the point where the source capacities will be reached, currently the citizen's of Clarkston do not have a need to conserve water. This is because any unused water from the springs will bypass the distribution system and flow directly into the associated drainage channel of the springs. Basically, the scenario is a use it or lose it one.

Clarkston Town in the past billed on a low cost, flat rate basis, regardless of the amount of water consumed. This practice led to residents not knowing their consumption rate and associated cost of providing water. After 2007, rates were adjusted such that residents paid additional amounts if they used water beyond the established base amount. Exact amounts for rates and water amounts are given in detail in section 8.3. This new rate structure has proven to be very effective in encouraging water conservation among Clarkston residents.

## **7.0 CONSERVATION GOALS**

### **7.1 Accomplished Goals**

In 2007 a series of goals were put in place to help measure and encourage water conservation. Listed below are the goals that were set forth and accomplished since 2007.

1. Establish a financially feasible water system. A new pricing system was established to help encourage water conservation among the cities residents. This new pricing system is a large reason why the water usage per capita has dropped since 2007.
2. Reading meters and bill on a monthly basis. Before 2007 there was no need to check the meters monthly. With the implementation of the new pricing system, it became necessary to check the meters monthly.
3. Public Conservation Education Program. Clarkston does send our flyers to the public at the beginning of summer to address water conservation during the peak season. According to the city council member in charge of water conservation, the flyers are aiding in the town's efforts to educate the residents on water conservation.

## 7.2 Existing Goals

As future growth occurs, and, if drought threatens the ability to supply water to Clarkston Town, the following goals have been identified to resolve the problems should they occur.

1. Reduce the city's per capita water use. The goal was made to reduce the average water usage per capita per day (gpcd) to 200 gpcd in 2007. In 2015, the water usage per capita was 253 gallons per day. The goal still stands to reduce water usage to 200 gpcd, about a 20% reduction of water usage. If water usage is reduced by 1% every year, the goal will be reached by 2040.
2. Reduce the amount of water used to irrigate city-owned property. Improved irrigation practices and water efficient landscapes can enhance the beauty of the city, set an example of conservation for citizens, and reduce the total amount of water used by the city.
3. Maintain a financially feasible water system. Continue with the current pricing system, and if deemed necessary, make further adjustments as the city grows.
4. Continue reading meters and bill accordingly on a monthly basis.
5. Enhance the existing Public Conservation Education Program.

## 8.0 CONSERVATION SOLUTIONS

In general it seems that it is more difficult to encourage or force conservation measures in smaller cities. This may be due to the fact that lot sizes are generally much larger than in metropolitan areas, and the desire to have a nice yard results in greater irrigation pressure. There are probably other reasons as well, but lot sizes in Clarkston average nearly 5/8 acre. The problems faced by Clarkston Town are common among many cities in Utah. This plan discusses solutions that Clarkston Town has already implemented and solutions that are currently being investigated to solve these problems. These measures, or combinations of them, may help Clarkston Town attain its water conservation goals as outlined above.

## **8.1 Public Education**

Future water supply problems associated with the issues mentioned above may be avoided by educating the public on steps that can be taken to conserve water.

Clarkston Town has a basic public education plan in place. At the end of spring, a flyer is sent out by mail to each resident. This flyer contains reminders on how to best manage water for irrigation and other activities during the summer months. The flyer also contains information taken from the state website concerning water conservation. Future additions to the education plan should include flyers sent out with their annual consumer confidence reports (required by the Division of Drinking Water) and placing advertisements in the local newspaper and in public spaces, during high water usage times, to help educate and give conservation tips to the water system users. They should then try to build on the program to reach out to as many users and future users (children) as possible. This could include elementary and middle school presentations on water conservation given by state or local water officials. Some examples of additional educational water conservation tips are:

- Water landscape only as much as required by the type of landscape, and the specific weather patterns of the Clarkston area.
- Do not water on hot, sunny, and/or windy days. This could actually end up doing more harm than good to landscape, as well as wasting over 25% of the water.
- A single lawn sprinkler spraying five gallons of water per minute uses 50 percent more water in just one hour than the combination of 10 toilet flushes, two five-minute showers, two dishwasher loads, and one full load of laundry.
- Sweep sidewalks and driveways instead of using a hose to clean them off.
- Wash cars from a bucket of soapy (biodegradable) water and rinse while parked on or near grass or landscape so that all the water running off goes to beneficial use instead of running to waste.
- Check for and repair leaks in all pipes, hoses, faucets, couplings, valves, etc. Verify there are no leaks by turning everything off and checking the water meter to see if it is still running. Some underground leaks may not be visible due to draining off into storm drains, ditches, or traveling outside property boundaries.
- Use mulch around trees and shrubs, as well as in gardens to retain as much moisture as possible. Areas with drip systems will use much less water, particularly during hot, dry and windy conditions.
- Keep lawns well-trimmed and all other landscaped areas free of weeds to reduce overall yard water needs.

## **8.2 Water Use Regulation**

Clarkston Town does not have any permanent ordinances dealing with water conservation in place at this time. Although they do have temporary restrictions that are placed in times of need. When further water restrictions are deemed necessary by the major and the city council, notices are sent out to all residents of the restrictions that are being implemented. Generally in the past, these notices have been issued in the months of

June and July restricting irrigation during the hours of 10 am to 4 pm. When restrictions are in place, it has been reported that they are effective in aiding in water conservation.

Some water conservation measures, of a more regulatory nature, that may be used to alleviate the problems identified earlier are mentioned below.

- Establish ordinances prohibiting users from watering lawns from 10 a.m. to 6 p.m.
- Permanently eliminate watering on town property from 10 a.m. to 6 p.m.
- Eliminate watering of town property in cases of severe shortages.
- Educate the public on the water supply situation.
- Instigate voluntary public conservation measures.
- Instigate mandatory public conservation measures.
- Enforce outside watering restrictions, watering times and quantities.
- Instigate rate structures that increase fees for overage.
- Instigate emergency conservation measures.
- Strictly enforce all conservation policies with significant fines for non-compliance.
- Physically restrict water supplies to (in order of priority)
  - All outside irrigation systems on culinary system.
  - Park properties and other non-essential support facilities.
  - Commercial businesses, restricting the least impacted and largest users first.
  - Residential areas
  - Any other “non-life support” areas, insuring water supplies to hospitals, hospices, all other health care facilities, and controlled designated area water facilities.

### **8.3 Water Pricing Structure**

A popular and practical solution to conservation issues involves implementation of a well thought out water pricing program. Clarkston adjusted their rates in 2007 in order to help encourage water conservation. Their current base rate and overage rates are as follows:

Connection Types and Base Water Amounts with Rates for Residents

Connection Size	Monthly Charges	Base Water Usage Amount
¾ inch meter connection	\$32.75 Monthly	70,000 gallons
1 inch meter connection	\$98.25 Monthly	180,000 gallons
2 inch meter connection	\$196.50 Monthly	360,000 gallons

Resident Rates

Base up to 70,000 gallons	\$32.75
70,000 to 80,000 gallons	\$0.25 per 1000 gallons
80,000 to 90,000 gallons	\$0.50 per 1000 gallons
90,000 to 100,000 gallons	\$0.75 per 1000 gallons
Over 100,000 gallons	\$1.50 per 1000 gallons

Non-Resident Rates

Base up to 70,000 gallons	\$52.75
70,000 to 80,000 gallons	\$0.37 per 1000 gallons
80,000 to 90,000 gallons	\$0.80 per 1000 gallons
90,000 to 100,000 gallons	\$1.25 per 1000 gallons
Over 100,000 gallons	\$2.40 per 1000 gallons

This rate will remain in effect for the short term. Recommended improvements and funding for the Big Birch Spring Redevelopment project will result in an increase to the base rate as well as a likely reduction in the amount of water included with the base rate. However the recommended changes will not be implemented for a few more months.

As source capacity becomes an issue in the future, additional changes to the rate structure will be evaluated and implemented to help achieve further reductions in usage and help to conserve current source capacity for a growing population.

#### **8.4 Water System Operations**

Currently there is no full time staff member who is designated as the Water Conservation Coordinator. Due to the relatively small size of Clarkston Town, most city officials are volunteers. Although there is no full time Water Conservation Coordinator, one of the volunteer city council members is in charge of all water conservation issues.

Water meters are being read every month and the residents are being billed each month according to their water usage. This practice has already and will continue to:

- help each user understand their usage
- help the water system better understand usage patterns
- help the water system establish future rate structures

- help determine when in the future tighter restrictions need to be established
- help the water system determine repair needs to correct distribution system leak problems

## 9.0 IMPLEMENTATION OF WATER CONSERVATION PLAN

The implementation of the Water Conservation Plan for Clarkston Town complete with steps organized to achieve the goals set in 7.0 and to alleviate problems outlined in 6.0 is shown in Table 9-1.

**Table 9-1  
Implementation of Water Conservation Plan**

Goal	Steps Implemented	Evaluation Criteria	Time Frame for Evaluation
1*	Since 2007 Clarkston is still using 250 gpcd. Changes have been made, but not enough to effect a permeant change in the water usage habits. Possible adjustments to the Water Rates need to be done again.	A reduction in gpcd, measured in gpcd reduced when compared to the previous year.	Annually
2*	1. Establish a city-wide policy of irrigating city-owned landscapes only between the hours of 6p.m.-10a.m. 2. Install water efficient turf and irrigation systems in new town landscape projects. 3. Encourage more efficient private landscape irrigation and restrict culinary water use for irrigation.	A reduction in total water used for irrigation by the city.	Annually
3*	Continue Monitoring the Water Pricing Structure outlined in Table 8-3	A reduction in consumer water overages.	Ongoing
4*	Continue monthly meter readings and billings	A reduction in annual water usage.	Annually
5*	Educate the public by mailing flyers and newsletter containing water conservation tips to customers with their water bill or separately on a semi-annual basis. **		Ongoing
*Goal numbers correspond to goals outlined in Section 7.0			
** An example of a potential flyer that could be sent to customers for outdoor watering conservation is included in Appendix A. Additional material for this program can be found at the website <a href="http://www.conservewater.utah.gov/tips.html">http://www.conservewater.utah.gov/tips.html</a> or by contacting the Utah State Division of Water Resources.			

## 10.0 PERIODIC EVALUATION

This Water Management and Conservation Plan should be updated periodically by Clarkston Town in order to reflect new data and trends as well as gauge performance and progress. This will ensure efficiency and timeliness of the plan. This plan may be updated and revised as needed to meet changing conditions and needs.

# Appendix A: Example of Flier to be Distributed to Water Users

Taken from the Division of Water Resources Conservation Program

<http://www.conservewater.utah.gov/materials.html>

### General Water Information

#### Outdoor Watering

The DWRe has focused water conservation efforts primarily on residential water use with an emphasis on outdoor landscapes because this category has the greatest potential for water conservation. With 64% of the residential water being used outdoors, Utahns can conserve millions of gallons water annually if they water more efficiently. One of these ways is to use a smart controller that allows homeowners a more efficient way to water using only what the plants actually need.

**Residential (165 gpcd)**

Category	Percentage	Usage (gpcd)
Indoor	36%	60
Outdoor	64%	105

Based on 2010 per capita data

#### Check the Lawn Watering Guide

The DWRe already provides a statewide network of weather stations for Utahns to use. The weather stations track ET and tell Utahns in a given region how many times they should water during the week. If you don't yet have a smart controller installed, visit the Lawn Watering Guide online at: [www.conservewater.utah.gov](http://www.conservewater.utah.gov) to see how many times you should water each week.

### General Lawn Watering Tips:

- Stop thinking of "watering your lawn" and start thinking of "refilling the soil moisture reservoir" under your lawn.
- Remember, water less often, but water more deeply! This will provide healthy roots and save water.
- Water in cycles so water will have time to penetrate the soil and reach the root zone.
- Make sure your sprinklers are only watering landscaped areas, not sidewalks, driveways, porches or streets.
- Make sure you apply the right amount of water each time you water, then check the weekly lawn watering guide online at [www.conservewater.utah.gov](http://www.conservewater.utah.gov) to find out how many times to water each week.

**Utah Division of  
Water Resources**

Mission: To Plan, Develop,  
Conserve and Protect Utah's  
Water Resources

For more information on water conservation visit us on the web at [www.conservewater.utah.gov](http://www.conservewater.utah.gov) or [www.slowtheflow.org](http://www.slowtheflow.org)

## Save Water Automatically!

### Install a Smart Controller on Your Sprinkler System

## SLOW THE FLOW

[www.slowtheflow.org](http://www.slowtheflow.org)  
[www.conservewater.utah.gov](http://www.conservewater.utah.gov)

## How Does a Smart Controller Work?

### Smart Controllers Water to Evapotranspiration (ET)

ET is defined as the amount of water a plant and its environment loses from evaporation and transpiration. Simply put, transpiration is water the plant uses to grow and survive, and evaporation is water lost from the surrounding soil. The factors that affect ET, are temperature, wind, precipitation, humidity and solar radiation. ET is usually expressed in inches of water over a certain time period: commonly, a day, week, month or year. The Division of Water Resources' (DWR) main emphasis in water conservation education is for residents to water to the ET requirements of their landscapes as efficiently as possible. Smart controllers can assist residents in accomplishing this. Smart controllers can reduce outdoor water consumption by an average of 15% to 30%!



Smart Controllers Automatically Adjust Sprinkler Schedule

Once a smart controller is properly installed, the controller will automatically regulate your sprinkler system. This means that you will no longer have to adjust your sprinkler times and duration for seasonal changes and will still have a healthy beautiful lawn! Watering plants with the correct amount of water that is required by the plant, is the healthiest way to grow plants.

### Smart Controllers Use Weather Stations or Soil Moisture Sensors

Some smart controllers use weather data and local sensors to manage the property's sprinklers. These types of controllers receive data from either sensors and/or weather stations and then turn the sprinklers on or off based on these weather conditions. These controllers can also turn the sprinklers off in the event of rain, high winds or low temperatures.

Other smart controllers use soil moisture probes that measure how much water is in the soil. As you water your landscape, imagine that there is a reservoir of water under the ground and you are filling it up. The soil moisture probe will measure how full that reservoir is. Once the reservoir level drops below a certain level the probe will turn the sprinklers on and re-fill the soil storage reservoir. These types of smart controllers can also turn off sprinklers during rain events.



### Smart Controllers Help Save and Maintain Healthy Landscapes

Plants only require a certain amount of water to maintain health. Too much water, can actually damage your grass. Overwatering promotes fungal growth and insect activity. A smart controller can eliminate over watering.

#### Smart Controllers Cost

Smart controllers can cost anywhere from \$100 to several thousand dollars, seeming to be an expensive investment. However, when you consider what you are saving in both monthly water charges and water, a smart controller can have a fairly fast payback time frame.

#### Companies that Make Smart Controllers

- Acclima
- Accurate Weather Set
- Accuwater
- Alex-tronics
- Aqua Conserve
- Baseline
- Calsense
- Dynamax
- ET Water Systems
- Hunter
- Hydropoint-Weather Trak
- HydroEarth
- Irrisoft-Weather Reach
- Irritrol
- Irrrometer
- Rain Bird
- Rain Master Irrigation System
- Signature Controls
- Toro
- WCS Hydrosaver
- Water 2 Save
- Weather Set
- Weathermatic

DWR does not endorse any product.

**Remember if we each save a little we'll all save a lot!**

See [www.slowtheflow.org](http://www.slowtheflow.org) for more water wise landscaping tips.

# **Attachment C**

## **Proposed Permit Process Change**

**LUDMA proposes that Clarkston Town change the process to obtain Zoning Clearance Permits, Building Permits and Residential Building Permits. LUDMA proposes that it not be required for the person(s) applying for a permit to come to the LUDMA meeting to get their permit approved AS long as the permit meets the Clarkston Town Codes.**

**LUDMA proposes that the person(s) would come to the Town Hall to get the required paperwork from the office, the Deputy Clerk would then assist them if need in filling out the permit and inform them on what other documents and building plans are needed. Once the permit and all documents needed are correctly filled out and plans are present at the Town Hall the Deputy Clerk would contact the LUDMA Chairman and then he would come and review all documents and plans to make sure all signatures are obtained and town codes are met. If there is any question or concern or if it is determined that a conditional permit is needed then said person(s) would need to come before LUDMA to discuss the concerns. Once the Permit is approved then the Deputy Clerk would take the permit and plans to the Town Inspector. The rest of the process would stay the same as before.**

**The LUDMA Commissioners feel that making this change would help the process of obtaining a permit to go more smoothly. There would still be LUDMA meetings at the first of every month to address land inquiries, business licenses, Town Code violations, training, permits in question etc.**

**Plymouth, Wellsville, Mendon, Richmond, Lewiston, Newton and Hyde Park were all contacted and asked what they require regarding their Permit process. Lewiston, Richmond, Newton and Hyde Park have this sort of process and all agree that it helps the application process go smoother. Plymouth, and Mendon require that permits come before LUDMA, they meet once a month and Wellsville also requires that permits come before LUDMA, they meet every other week.**