

RESOLUTION NO. 11-16-2021B

**A RESOLUTION ADOPTING THE
WEST POINT CITY WATER CONSERVATION PLAN**

WHEREAS, the Utah Water Conservation Act (73-10-32 UCA) requires all water systems serving more than 500 connections to have a Water Conservation Plan ("Plan"); and

WHEREAS, the Plan must be updated every five years; and

WHEREAS, said Plan has been updated and revised; and

WHEREAS, The City Council is in favor of said Plan.

NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED, by the City Council of West Point City as follows:


1. The City Council approves and accepts the West Point City Water Conservation Plan 2021.

PASSED AND ADOPTED this 16th day of November 2021.

WEST POINT CITY,
A Municipal Corporation

By: 
Erik Craythorne, Mayor

ATTEST:


Casey Arnold, City Recorder





***WEST POINT CITY
UPDATED
WATER CONSERVATION PLAN***

MAYOR

ERIK CRAYTHORNE

CITY COUNCIL

JERRY CHATTERTON

GARY PETERSEN

ANDY DAWSON

KENT HENDERSON

ANNETTE JUDD

CITY MANAGER

KYLE LAWS

JULY 2021

Prepared by:

WEST POINT CITY ENGINEER

BOYD DAVIS, P.E.

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I. Introduction

In July 1999 the West Point City “Water Management & Conservation Plan” was written to meet the requirements of the Utah Water Conservation Plan Act (73-10-32, UCA). The Act also requires that the plan be updated every 5 years. This plan is intended to meet the update requirement. Since the original 1999 was lacking in information, the reader will note that this updated plan is significantly different.

II. Description of the West Point City Water System

West Point City is located in the northwest corner of Davis County bordered by Weber County on the North, Clinton and Clearfield to the East, Syracuse to the South, and the Great Salt Lake to the West. West Point City is served by two water systems. The east half of the city is served by the West Point Water System and the west half is served by the Hooper Water Improvement District. This plan will focus on the West Point Water System.

The current population of West Point City is approximately 10,957, with 9,500 persons being served by the West Point Water System. It is anticipated that the buildout population will be 26,000 with 19,900 being served by the West Point System. Generally the growth has been residential; however we anticipate commercial developments to come in the near future and we are planning our water system now to be able to serve both the residential and commercial users.

Secondary water is available throughout the City. The secondary water system is owned and operated by the Davis and Weber Counties Canal Company.

Inventory of Water Resources

The majority of the water supply in the West Point System comes from Weber Basin Water Conservancy District. West Point City has an annual contract with the district to purchase the water. West Point also owns water rights in two wells located in the City that act as a backup to the water purchased from Weber Basin. The wells are regularly sampled and tested to ensure that they meet drinking water standards. The wells are able to pump directly into the West Point City Water System in the event that they are needed so no additional contract with Weber Basin or any other agency is needed. The City also owns two 1 million gallon water storage tanks that provides fire suppression, emergency, and equalization storage.

| West Point City Culinary Water Sources | | | |
|---|------------------|------------------|---------|
| Source Name | Type | Water Right # | Acre-ft |
| Well # 1 | Underground Well | 31-3205 | 744 |
| Well # 3 | Underground Well | 31-1828; 31-2577 | 2911 |

West Point City Culinary Water Purchases

| Source Name | Annual AF | Price per AF |
|-------------|-----------|--------------|
| Weber Basin | 500 | \$313.09 |
| Weber Basin | 200 | \$246.60 |

Existing and Projected Connections and Water Use

The majority of the connections in West Point City are residential connections, however there are a number of commercial connections as well as institutional connections such as churches and schools.

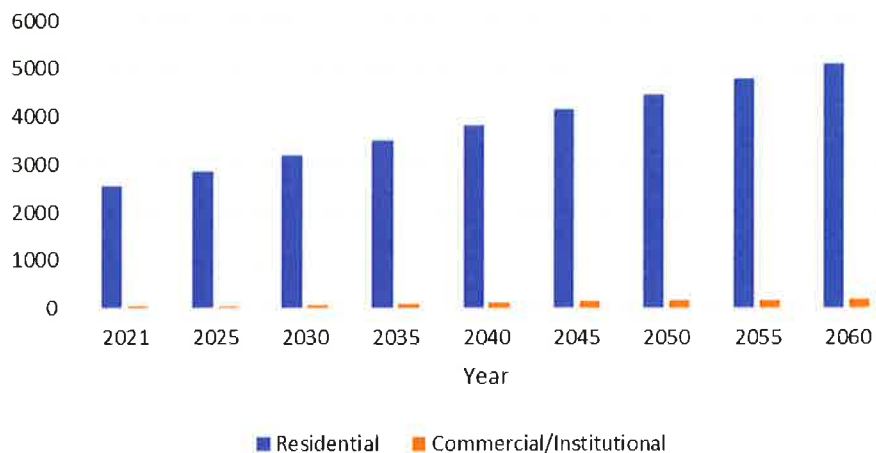
Existing Culinary Water Use

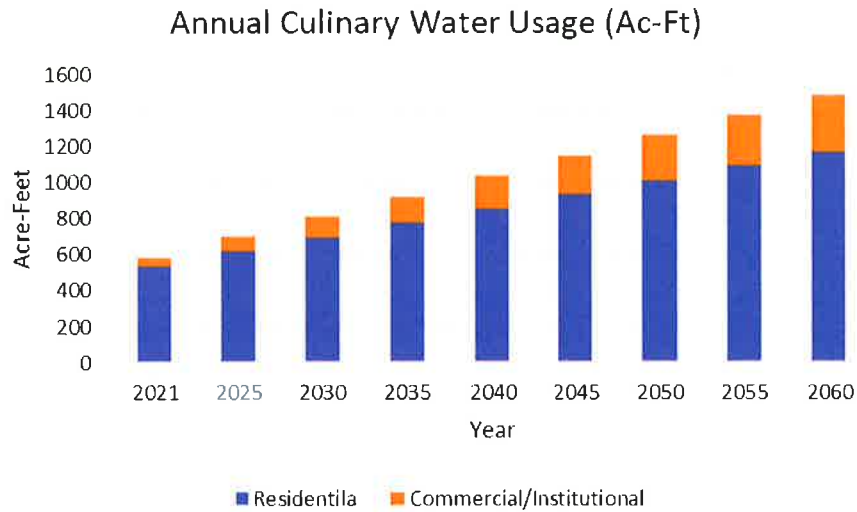
| Conn. Type | Connections | Yearly Use per connection (AF) | Use (af/yr) | Gal/capita/day |
|---------------|-------------|--------------------------------|-------------|----------------|
| Residential | 2553 | 0.23 | 540 | 51 |
| Institutional | 13 | 1.4 | 18 | |
| Commercial | 18 | 1.6 | 28 | |

Projected Water Use - 40 yrs

| Conn. Type | Connections | Yearly Use per connection (AF) | Use (AF/yr) |
|---------------|-------------|--------------------------------|-------------|
| Residential | 5100 | 0.23 | 1,173 |
| Institutional | 25 | 1.4 | 35 |
| Commercial | 175 | 1.6 | 280 |

Culinary Water Connections





Secondary Water Use

Secondary water is provided by the Davis and Weber Counties Canal Company. We estimate that 95% of all residents of West Point City are connected to the secondary water system. All new construction is required to connect to the system. There are also a number of different irrigation companies that provide irrigation water for agricultural purposes.

Future Water Supply

To ensure that future water needs will be met, West Point City has enacted an ordinance that requires all new construction to provide water shares to the City. Those water shares are converted from agricultural water to municipal water through a contract that the City has with the Weber Basin Water Conservancy District. Nearly all lands in the City have water shares associated with them the future. If any property does not have water shares then they will not be allowed to develop, which ensures that we will have adequate supply into the future.

III. Water Loss

We are able to measure water loss through the system by taking the difference between the water delivered to us from Weber Basin and the water usage measured by our meters. The water loss has been calculated to be 0.72%.

IV. Water Problems, Conservation Measures and Goals

Problems Identified

1. Lack of education. Many residents do not follow the appropriate watering times or over water their lawns and gardens.
 - a. Goal – West Point City would like to reduce indoor water usage by 3%. To accomplish this the City plans educations measures and a tiered water rate structure. West Point City has started and plans to continue to send out informational brochures and newsletters with suggestions on appropriate watering. The City has also hired a compliance officer who has the charge to notify residents who are violating the watering restrictions. The officer does this by means of a door tag. West Point City is also applying for a grant that will be used to purchase software that will allow residents to view current data of their water usage, both indoor and outdoor.
2. Evaluation. In order to evaluate the progress we will review the water usage annually when the water data is submitted to the Division of Water Rights. We will include these metrics in the next update to this Water Conservation report which is due in 2026.

V. Current Conservation Practices

West Point City has already implemented several water conservation measures and policies to encourage the residents of the City to conserve water. The following describes many of these measures.

1. Water Ordinance. The City currently has an ordinance that makes it unlawful to waste water or to use it for inappropriate uses. This ordinance also allows the City to restrict water use in times of shortage.
2. City Newsletter. Every month a newsletter is mailed to the home of each resident of West Point City. The topics of the newsletter are varied, but often focus on water conservation practices, especially during the watering season. The newsletters have been very effective.
3. Davis & Weber Canal Co. This company owns and operates the secondary water system. They send out regular information regarding water restrictions and water efficient landscaping.
4. Secondary Water Meters. The secondary water company has installed hundreds of meters on the secondary system. All new connections are also required to install meters. They send out regular usage reports and have found that this greatly reduces the water usage.

VI. Current Water Rates

West Point City has adopted a tiered water rate structure that incentivizes water conservation. It will be reviewed regularly to determine if it should be adjusted. The city has also installed radio read meters that allow an accurate monthly reading to ensure that residents are being accurately billed for the water they use. The following table lists the current water rates.

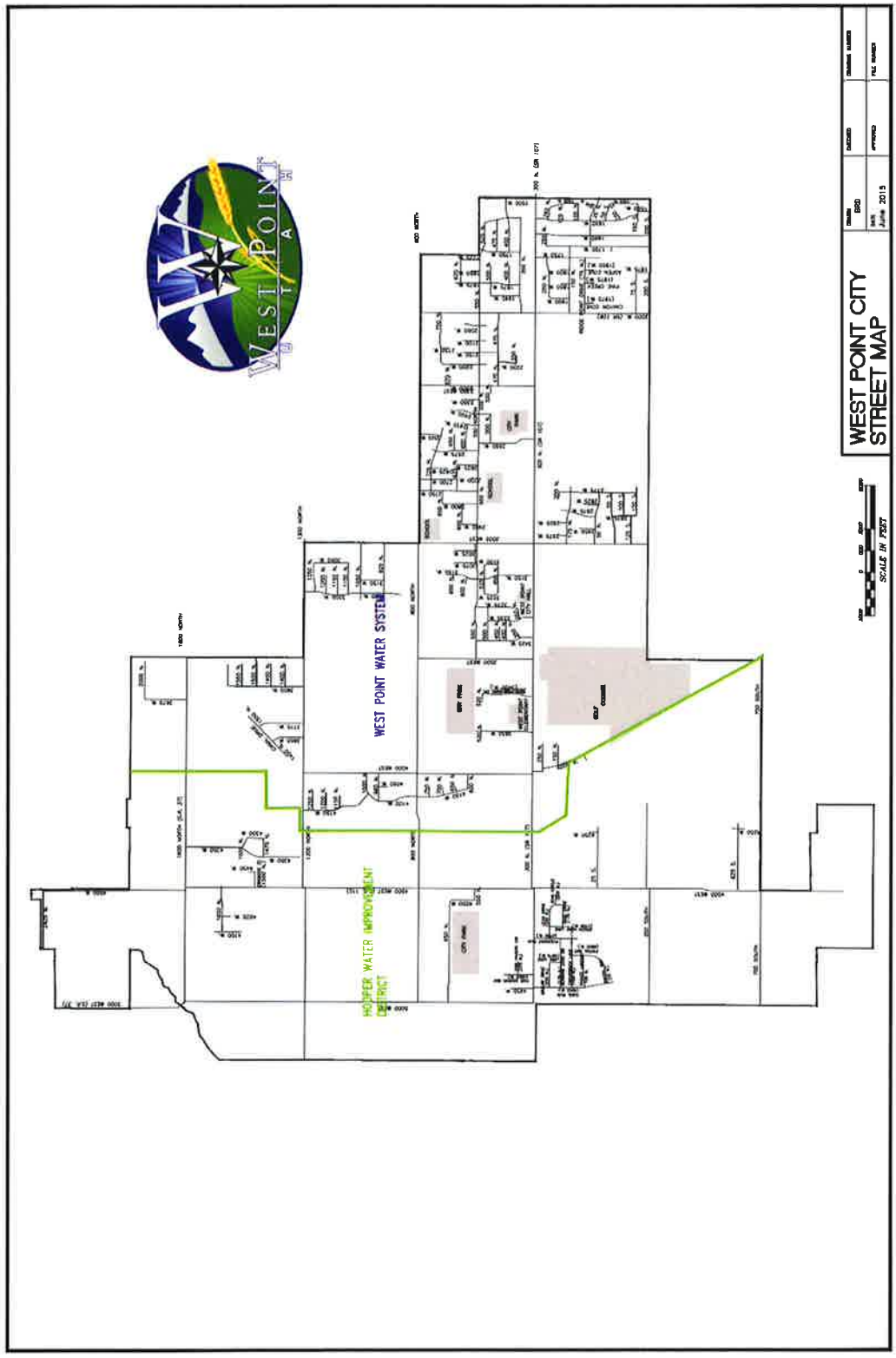
| Current Water Rates - Monthly | | | |
|--------------------------------------|-----------------------------------|--|---|
| Conn. Type | base rate (includes 6,000 gal) | Each additional 1,000 gal up to 10,000 | Each additional 1,000 gal over 10,000 |
| all | \$23.75 | \$1.40 | \$1.65 |

VII. Implementation, Monitoring and Evaluation

The implementation schedule and responsible person for each program is listed below. This conservation report will be updated every 5 years as required.

| Implementation, Monitoring and Evaluation | | | | |
|--|-------------------------|------------|----------|---------------------|
| Program | Responsible Person | Begin Date | End Date | Evaluation Schedule |
| Review Water Ordinance | City Engineer | 2022 | none | yearly |
| City Newsletter | Communications Mngr | unknown | none | monthly |
| Secondary Water Meters | Davis & Weber Canal Co. | 2017 | none | Yearly |

Appendix B – Service Area Map



AFFIDAVIT OF PUBLICATION

STATE OF UTAH,

}S.S.

County of Uintah

**PUBLIC
NOTICE OF
ASHLEY
VALLEY
WATER AND
SEWER
IMPROVE-
MENT DIS-
TRICT**

Notice of a Public hearing of The Ashley Valley Water & Sewer Improvement District. This meeting will be held on December 21, 2021, at 12 p.m. at the district office located at 609 West Main, Vernal, Utah. The purpose of this meeting is to amend the Water Conservation Plan. The Public is encouraged to attend.
Nora Garcia, District Clerk
Published in the Vernal Express December 15, 2021.

I, KAYLENE ELLIS, on oath, say that I am the Legals Manager of the Vernal Express, a weekly newspaper of general circulation, published at Vernal, State and County aforesaid, and that a certain notice, a true copy of which is hereto attached, was published in the full issue of such newspaper for 1 consecutive issues, and that the first publication was on December 15, 2021, and that the last publication of such notice was in the issue of such newspaper dated December 15, 2021, and that said notice was published on Utahlegals.com on the same day as the first newspaper publication and the notice remained on Utahlegals.com until the end of the scheduled run.

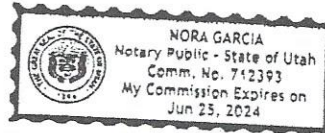
This page is not a billing statement or invoice, but a proof of publication. Please make payment from billing invoice.

Kaylene Ellis
Legals Manager

Subscribed and sworn to before me this 28 day of

December, 2021 by Kaylene Ellis.

Nora Garcia
Notary Public



ASHLEY VALLEY WATER
& SEWER IMPROVEMENT DISTRICT
609 WEST MAIN
VERNAL UTAH

Minutes of the Ashley Valley Water and Sewer Improvement District Board Meeting, 2022 Budget Hearing and Water Conservation Plan Update Public Hearing held on Tuesday December 21, 2021, at 12:00 p.m. in the conference room of the District Office located at 609 West Main, Vernal Utah.

IN ATTENDANCE

| | |
|-------------------|-------------------|
| Brownie Tomlinson | Chairman |
| Boyd Workman | Vice Chairman |
| Robert Jolley | Trustee |
| Max Haslem | Trustee |
| Dean Baker | Trustee |
| Ryan Goodrich | District Manager |
| Nora Garcia | District Clerk |
| Allen Hacking | Assistant Manager |

Chairman Tomlinson called the meeting to order at 12:00 p.m. on December 21,2021. This is a **Public Hearing for the 2022 Budget and the Water Conservation Plan Update.**

Chairman Tomlinson thanked CRS Engineers, Sunrise Engineering and Jones and Demile for providing todays lunch.

Present for today's meeting: Aaron Averett and Rex Carpenter with Sunrise Engineers, Daren Anderson and Craig Nebeker with CRS Engineering, Bart Jensen with Jones and DeMille Engineering, Trudy Wheeler with Jensen Water and Pam Clinch. Steve Pitchford was present to discuss his ADU on 2500 South.

PUBLIC INPUT:

Chairman Tomlinson asked for statements of conflict (if any). Chairman Tomlinson stated that he may have a conflict on the Stubbs and Stubbs change order.

CONSENT CALENDAR

Trustee Boyd Workman made the motion to accept the November 16, 2021, minutes; second made by Max. Motion passed.

ADU Connection at 926 W 2500 S

Steve Pitchford was present to discuss the ADU home located at 926 W 2500 S. Manager Ryan Goodrich gave the background on this ADU connection. Ryan explained to the board that a letter of final occupancy for this property was requested and when he did research he did not show connection fees being paid for this new connection. After discussions with the owners, he learned that they had connected to the existing water and sewer connections. This is a home (approximately 1800 sq foot home), that was built as an ADU through the county planning and zoning ordinances. Ryan provided a temporary letter of occupancy so that the owners could move in. Ryan explained further that the owner of the property, Mike Sisto, originally requested a letter of availability which Nora provided. This letter specifically states that availability will be based on payment of impact and connection fees, and completion of construction requirements. The homeowner stated that he spoke to one of our employees at his property and was told that they could hook to the existing connections. Because of that conversation, they felt that they were following the district requirements and hooked the new ADU to the existing connections and only learned that there were fees and construction requirements when Ryan contacted them about the final occupancy request. Mr. Pitchford was present representing the owners of this property and stated that they were following policy as they understood it.

The district has been working on an update to the Billing and Collection policy and an adoption of an ADU policy. Ryan stated to the board that he believes that this home does not follow the proposed ADU policy, and he recommends new water and sewer connections be paid and installed on this home. After a lengthy discussion Dean made the motion to allow the ADU to stay connected to the existing services; but the impact fees need to be paid for a second unit (\$6,418.00), with the connection fees will be waived. This motion also includes for the district to offer financing at 0% interest for 3 years, if the property is ever split a second connection will need to be paid (connection price only) and installed, and a letter of interest to be filed on this property. Motion was seconded by Robert and passed unanimously.

Water & Sewer Billing Collection Policy update/adopt ADUs

A discussion was held on the following modifications to the Water and Sewer Collection Policy

4. All Letters of Availability for water and sewer services are reviewed on a case-by-case basis, and final availability is determined by capacity, area, existing services, and any other determining factors for service. The district works closely with Tri-County Health Department and follows their policies when applicable. No letters will be provided until an Availability Application has been submitted to district staff.
6. Accessory Dwellings Connections (as permitted and allowed per Uintah County Code 17.33.020—34 version April 1, 2021, and Naples City Ordinance 02-24-08 updated 2018) are a permitted connection after availability has been determined. Applicant must provide proof of ADU qualification from either Uintah County or Naples City before services are connected to dwelling.
7. Accessory Dwelling Connections are allowed to be connected to the same service line as the original dwelling. In the event the parcel ever splits or is sold, the new

parcel will be required to purchase a new water and or sewer service at the then current rate. The dwelling will then be required to connect to the new service connections and physical disconnect from original service lines will need to be proved to the district's satisfaction.

8. Applicants will be required to work with district staff to determine the new demand to be placed on the system and may be required to purchase an upsized meter that will meet potential demand. Purchase price will include calculated impact and connection fees.
9. Accessory Dwellings that exceed 50% size of original taxable dwelling size will be required to purchase and have installed new water and sewer (if applicable) services.

Billing:

1. Water and Sewer charges will be levied on all users connected to the district's system. Residents who have been determined to have sewer availability will be charged the monthly sewer rate, even if not connected to the sewer system. Water and sewer usage/overage fees are calculated based on metered water usage and billed at the rates prescribed by the district board of trustees.
2. Accessory Dwelling Connections are billed at 1.5 times the current residential rates.

Robert made the motion to make the above changes to the district's policy, second was made by Boyd. Passed unanimously.

PROJECT UPDATES

3500 South Lift Station

Craig with CRS Engineering reported on this project. He reported that the walls have been poured for all the basement sections of the station. In addition, he presented a change order request in the amount of \$16,893.31. This amount covered the extra demolition needed on the fence and damaged concrete pads, and to pour replacement concrete around the new building and entrance areas. Robert made the motion to approve the change order, second made by Boyd, those voting yes to the above motion, Robert, Boyd, Max and Dean. Chairman Tomlinson recused himself.

Treatment Plant Expansion

Daren with CRS Engineering reported that the treatment module has been installed and Nelson Brothers Construction poured concrete in the filter base today. Daren stated that this project is progressing well. Ryan showed a video of the filter install.

Sewer re-line Bid Award

Rex Carpenter with Sunrise reported on the sewer line bid. There were 6 sections of line that the district requested to be re-lined and one manhole to be lined. Val Kotter bid on the lining and the manhole repair. Advanced Lining proposed only on the manhole rehabilitation. Val Kotter's proposal on the manhole did not meet the district requirements. Dean made the motion to award the manhole rehabilitation to Advanced Lining and the sewer lining to Val Kotter. Val Kotters's proposal is \$142,100 and Advanced Lining is \$ \$4,976.00. Max made the second on this motion, those voting yes Robert, Boyd, Brownie, Max and Dean. This project is being funded by the left over 500 west sewer project money. That account has approximately \$116,000.00, the shortage will be paid out of the general fund.

Canyon & Loop Line Assessment and Re-line Bid Award

Aaron with Sunrise Engineers explained the Canyon and Loop Line proposals and responses. Two companies responded to the evaluation phase of this project. The board discussed the score that was presented. Based on the score Robert made the motion to issue notice of award to Advantage Re-line Inc. for the evaluation portion of the proposal, second was made by Max. Those voting yes to the above motion, Robert, Boyd, Brownie, Max and Dean.

BUDGET HEARING 2022

Dean made the motion to enter the Budget Hearing and the Water Conservation Plan Update Public Hearing at 2:20 p.m.; second made by Robert, passed unanimously. Ryan presented the 2022 budget to the public present and the board of trustees. There were a couple of items Ryan pointed out that have changed since the tentative budget presented last month. He pointed out that he budgeted \$40,000.00 for security at the Naples shop and purchasing sound equipment for the conference room. He explained that the district has significantly increased its inventory to try to combat rising prices of materials. This inherently increase security risk and he feels that there needs to be better security at the shop in Naples. This amount will come out of district funds. The board asked Ryan to purchase the security system at the shop first. The other change is in the capital budget the sewer project was originally \$130,000 it was changed to \$150,000. The proposed 2022 or later capital projects in the amount of \$225,00 for Water Rights, banking and legal agreements, land acquisition for treatment plant site and land acquisition for a tank site; to be funded with district funds. \$ 9,000 out of the O&M budget for an impact fee study update. New funding in the amount of 3,659,600 grant/loan for Phase 1 loop line replace-reline. Brownie asked for public comments; none were received. Dean made the motion to approve the 2022 budget as it was presented, second was made by Boyd. Those voting yes to the above; Robert, Boyd, Brownie, Max and Dean. The 2022 budget is available for public inspection: Monday-Friday 8:00 a.m.-5.00 p.m.

Adopt the Water Conservation Plan Update

Included in today's material is an updated Water Conservation Plan. Ryan explained that every 5 years the district is required to update our Water Conservation Plan. The majority of this plan was done approximately 15 years ago, and this update included some significant changes. It must be adopted in a public hearing with an opportunity for the public to comment on it. The big changes include adding conservation goals and plans to meet those goals. The regional goal for the district's area is to reach 234 gallons per capita per day by 2030. In 2020 the districts gallon per capita per day was 228, the five-year average is 205. The district has already met and exceeded the goal set by the governor. Adopting this plan today would be to meet the regional goal of 234 gallons per day per capita, and to continue meeting the GPCD or exceeding it yearly. Telephone numbers of our district officers need to be updated. Members of the public were invited to comment if they desired. No one took the opportunity to comment on the updated plan. Robert made the motion to update our Water Conservation Plan, second was made by Max, passed unanimously.

Robert made the motion to close the public hearing at 3:05 p.m., second was made by Dean. Those voting yes, Robert, Boyd, Brownie, Max, and Dean.

2022 Board Meeting Schedule

Currently the district board meetings are held on the 3rd Tuesday of each month. Max made the motion to continue with this schedule; seconded by Dean, passed unanimously.

Board Member Compensation

Trustees are currently compensated \$3,200.00 yearly, with the Chairman receiving compensation of \$3,500.00. Max made the motion to keep the compensation for 2022 the same. Second was made by Dean, passed unanimously.

Letter to UASD (Procurement Law)

The board asked Ryan to compose a letter to the UASD concerning the procurement for professional/design service. The letter is requesting help from the UASD in lobbying for some changes in the code relating to acquiring professional services. In scoring, many times the firms all end up equally qualified for the work the entity needs. The change would entail the scoring of firms with pricing information. The district believes it would be beneficial to all parties involved to allow for the entity to request pricing. Boyd made the motion to sign and send this letter to the UASD, second was made by Robert. Motion passed unanimously.

2022 New Connection Pricing

Ryan discussed with the board the need to raise the price on the connection fees due to the increase in the cost of water connection supplies. Ryan proposes we raise the connection fees from \$2900.00 to \$3122.00 on a ¾ inch water connection. The subdivision from \$280.00 to \$322.00. Boyd made the motion to pass this price increase, second was made by Dean. Those voting yes to the above motion; Robert, Boyd, Brownie, Max, and Dean.

December Expenditures

Nora reported that in today's packet there are invoices to be paid in the amount of \$543,289.50; that does not include a Staples invoice in the amount of \$259.10, and a refund of \$117.95. This brings the total to \$543,666.55. Approval to pay these expenditures was not on the agenda; it will be presented at the next meeting. Robert suggested we pay all expenditures that were presented.

Manager Ryan Goodrich announced that he was recently appointed to the RWAU board of directors. Ryan will fill that position until the annual meeting in St. George, at which point the board will recommend that he fill the remainder of Mike Davis' term.

Nora reminded the board that Manager Ryan Goodrich's evaluation should be completed next month. Policy is the Chairman to evaluate the manager and share it with the board.

Robert made the motion to adjourn at 3:30 p.m.