CITY COUNCIL AGENDA

Watch live, or at your convenience.
https://www.youtube.com/c/southwebercityut

PUBLIC NOTICE is hereby given that the City Council of SOUTH WEBER CITY, Utah, will meet in a regular public meeting commencing at 6:00 p.m. on Tuesday, September 8, 2026, in the Council Chambers at 1600 E. South Weber Dr.

COUNCIL OPEN (Agenda items may be moved to meet the needs of the Council.)

1. Pledge of Allegiance: Councilman Winsor
2. Prayer: Mayor Westbroek
3. Public Comment: Please respectfully follow these guidelines.
   a. Individuals may speak once for 3 minutes or less: Do not remark from the audience.
   b. State your name & city and direct comments to the entire Council (They will not respond).

PRESENTATION

4. HAFB Environmental Cleanup Annual Report by Jarrod Case and Julie McNeill

ACTION ITEMS

5. Consent Agenda
   a. August 11, 2026 Minutes
   b. August Checks
   c. July Budget to Actual
6. Ordinance 2026-08: Changing Zoning of 5.9 acres at approximately 1675 E 7650 S from Agricultural (A) to Residential Moderate Density (R-M) by applicant Symphony Homes
7. Resolution 26-37: Adoption of the Updated Storm Water Management Plan (SWMP) and Acknowledging Completion of Annual Training

REPORTS

8. New Business
9. Council & Staff

CLOSED SESSION held pursuant to the provision of UCA section 52-4-205 (1)(f)

10. Discussion regarding deployment of security personnel, devices, or systems;
11. Adjourn

In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the City Recorder, 1600 East South Weber Drive, South Weber, Utah 84405 (801-479-3177) at least two days prior to the meeting.

The undersigned City Recorder for the municipality of South Weber City hereby certifies that a copy of the foregoing notice was mailed/emailed/posted to: City Office building; Mayor, Council, and others on the agenda; City Website southwebercity.com/; and Utah Public Notice website www.utah.gov/pmn/index.html.

DATE: 09-01-2026 **CITY RECORDER**: Lisa Smith Lisa Smith

CITY COUNCIL MEETING STAFF REPORT

MEETING DATE

September 8, 2026

PREPARED BY

Lisa Smith
City Recorder

ITEM TYPE

Presentation

ATTACHMENTS

None

PRIOR DISCUSSION DATES

May 20, 2025

AGENDA ITEM

HAFB Environmental Cleanup Annual Report by Jarrod Case

PURPOSE

Provide the Council and community with an update on HAFB

BACKGROUND

Chemicals disposed of by Hill Air Force Base were discovered to have spread to surrounding communities including South Weber several decades ago. For many years the base has been working on monitoring and mitigation. Samples from multiple wells within the city as well as household air provide information on their progress. Jarrod Case, HAFB Remedial Project Manager, provides an annual update on the environmental cleanup efforts. His last report was on May 20, 2025.

SOUTH WEBER CITY
CITY COUNCIL MEETING

DATE OF MEETING: 11 August 2026 **TIME COMMENCED: 6:00 p.m.**

LOCATION: South Weber City Office at 1600 East South Weber Drive, South Weber, UT
Meeting streamed on YouTube on 11 August 2026 at 6:00 p.m.

PRESENT:	**MAYOR:**	**Rod Westbroek**
	COUNCIL MEMBERS:	**Jeremy Davis** **Joel Dills** **Blair Halverson** **Angie Petty** **Wayne Winsor**
	CITY RECORDER:	**Lisa Smith**
	CITY MANAGER:	**David Larson**
	FINANCE DIRECTOR:	**Brett Baltazar**
	FIRE CHIEF:	**Derek Tolman**
	INTERN:	**Celeste Wu**

Minutes: Michelle Clark

ATTENDEES: Paul Sturm, Michael Grant, Amy Mitchell, and Kendalyn Harris.

GENERAL MEETING OPEN (Agenda items may be moved to meet the needs of the Council.)
1. Pledge of Allegiance: Council Member Petty
2. Prayer: Council Member Halverson
3. Public Comment: Please respectfully follow these guidelines.
a. Individuals may speak once for 3 minutes or less: Do not remark from the audience.
b. State your name & city and direct comments to the entire Council (They will not respond).

ACTION ITEMS
Mayor Westbroek opened the meeting by stating that there was one agenda item only--a public hearing on a proposed tax increase**.** He then read the state required notice explaining that, if

approved, the tax increase would generate approximately $12,046 in additional property tax revenue for South Weber**.**

The additional funds would be allocated across city departments for:

- Court supplies
- Administrative equipment
- Public safety and emergency preparedness
- Fire uniforms, training, equipment, supplies, and maintenance
- Building and grounds maintenance and equipment
- Community services and events
- Abatements
- Street, building, and ground maintenance
- Parking and engineering

Councilman Halverson moved to open the public hearing on the proposed tax increase. Councilwoman Petty seconded the motion. Mayor Westbroek called for a voice vote. Council Members Davis, Dills, Halverson, Petty, and Winsor voted aye. The motion carried.

----------------------------------- PUBLIC HEARING-------------------------------------

4. Public Hearing on Proposed Tax Increase

a. Individuals may speak once for 3 minutes or less. (Do NOT remark from the audience.

b. State your name & city and direct comments to the entire Council. (They will not respond.)

Mayor Westbroek asked if there was any public comment.

Amy Mitchell of South Weber City expressed strong opposition to increasing property taxes before the City demonstrates meaningful efforts to reduce spending. She urged a line-by-line budget review, prioritization of essential services, postponement of nonessential projects, and evaluation of staffing and expenditures, including salary increases, the public works complex, and water-meter infrastructure. She questioned when residents would see benefits from recent and planned commercial development and requested greater transparency regarding incentives or concessions provided to businesses and developers. She encouraged the City to compare staffing with similar sized cities, maintain existing services and infrastructure, and exhaust reasonable cost-saving and efficiency measures before seeking additional revenue.

Michael Grant of South Weber City acknowledged Amy Mitchell's comments but offered a more supportive view of the City Council's current financial management. He stated he has observed the council working through the budget line by line to reduce costs rather than add unnecessary expenses**.** He emphasized the importance of paying good city employees competitive market rates so they do not leave, noting that employee turnover would create additional difficulties for the city. He **a**cknowledged while generally supportive of the council's efforts, he said there is always room to improve and encouraged them to keep looking for ways to reduce costs. Mr. Grant believes the council's efforts to control spending and retain qualified staff have been noticed and should be recognized, while still encouraging continued fiscal discipline.

Danell Schmidt of South Weber emailed thoughts that the businesses and not residents should be supporting the needs of the city.

Councilman Halverson moved to close the public hearing on the proposed tax increase. Councilwoman Petty seconded the motion. Mayor Westbroek called for a voice vote. Council Members Davis, Dills, Halverson, Petty, and Winsor voted aye. The motion carried.

----------------------------------- PUBLIC HEARING CLOSED -------------------------------------

5. Resolution 26-32: Tax Year 2026 Certified Property Tax Rate of 0.001434

City Manager David Larson provided background on Utah's property tax system and the proposed South Weber tax rate. The county's certified tax rate was proposed at 0.001421. The council is considering holding the existing rate of 0.001434 which would generate approximately $13,000 more revenue representing an estimated 0.99% increase. An additional $30,000 is also expected from new developments. The increased tax revenue would support the Recreation Department ($11,000) and the tree and trail program ($2,000). The impact on homeowners, using an average South Weber home value of approximately $596,000, is estimated to be $4.26 per year or 36 cents per month. South Weber's city tax rate is roughly middle of the pack among Davis County cities, and when special-service-district taxes are included, South Weber ranks closer to the lower end because some services that other cities receive through separate districts are included in South Weber's rate.

Councilman Dills said his opposition to the proposed tax-rate is because of his concern that the city is not adequately considering its long-term financial obligations. He stated the city should look beyond the immediate $4.26 annual impact on an average homeowner and consider the cumulative, long-term consequences of maintaining higher spending. He voiced the following concerns:

- The city's has existing debt of an $8.9 million long-term bond obligation
- South Weber is approaching the end of its buildout, meaning current development-related revenue will eventually decline
- Commercial development is helpful but uncertain.

He concluded that he would vote no, arguing that the city needs a more comprehensive long-term financial review before proceeding.

Councilman Halverson agreed that a broader, long-term budget discussion is needed. He explained that the proposed tax rate is intended to maintain the established rate rather than increase it, noting that South Weber's rate has gradually declined as property values have increased. He supported adopting a consistent tax-rate philosophy to avoid larger increases in the future, while also emphasizing the need for greater discussion and evaluation of overall City spending. Mayor Westbroek agreed with Councilman Halverson and supported maintaining South Weber's existing property-tax rate. He emphasized that the proposal is to hold the same rate used last year, not establish a higher rate.

Councilman Halverson moved to approve Resolution 26-32: Tax Year 2026 Certified Property Tax Rate of 0.001434. Councilman Davis seconded the motion. Mayor Westbroek called for a roll call vote. Council Members Davis, Halverson, Petty, and Winsor voted aye. Councilman Dills voted nay. The motion carried 4 to 1.

ADJOURN:

Councilman Winsor moved to adjourn the meeting at 6:25 p.m. Councilwoman Petty seconded the motion. Mayor Westbroek called for a voice vote. Council Members Davis, Dills, Halverson, Petty, and Winsor voted aye. The motion carried.

APPROVED: ________________________ **Date 09-08-2026**
Mayor: Rod Westbroek

____
Transcriber: Michelle Clark

____
Attest: City Recorder: Lisa Smith

Report Criteria:
Report type: GL detail

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt	Merchant Name
08/06/26	50411	Adams Construction Services	07/30/26	Fire Station Remodel	4557730	16,427.27	Adams Construction Services
Total 50411:						16,427.27	
08/13/26	50423	Adams Construction Services	07/30/26	Fire Station Remodel, Carpet Repair	4557730	250.00	Adams Construction Services
Total 50423:						250.00	
08/13/26	50424	AIRGAS USA LLC	07/23/26	Oxygen Cylinder Rental (7) July '26	1057450	44.10	AIRGAS USA LLC
Total 50424:						44.10	
08/27/26	50483	AIRGAS USA LLC	07/31/26	Oxygen Cylinder Rental (3) July '26	1057450	18.90	AIRGAS USA LLC
08/27/26	50483	AIRGAS USA LLC	07/31/26	Oxygen Cylinder Rental (11) July '26	1057450	69.30	AIRGAS USA LLC
Total 50483:						88.20	
08/13/26	50425	Anderson, Tracy	06/30/26	Refund of Rental Reservation FAC	2034720	280.00	Anderson, Tracy
Total 50425:						280.00	
08/27/26	50484	Armand Advertising LLC	08/18/26	Fire Hats, Stickers for Fire Awareness Night	1057230	727.37	Armand Advertising LLC
Total 50484:						727.37	
08/13/26	50426	AT&T MOBILITY	07/31/26	Telecom Service- July '26	5140280	13.62	AT&T MOBILITY
08/13/26	50426	AT&T MOBILITY	07/31/26	Telecom Service- July '26	5440280	10.40	AT&T MOBILITY
08/13/26	50426	AT&T MOBILITY	07/31/26	Telecom Service- July '26	5140280	10.40	AT&T MOBILITY
08/13/26	50426	AT&T MOBILITY	07/31/26	Telecom Service- July '26	5240280	13.74	AT&T MOBILITY
08/13/26	50426	AT&T MOBILITY	07/31/26	Telecom Service- July '26	5440280	18.74	AT&T MOBILITY
08/13/26	50426	AT&T MOBILITY	07/31/26	Telecom Service- July '26	1070280	18.74	AT&T MOBILITY
08/13/26	50426	AT&T MOBILITY	07/31/26	Telecom Service- July '26	1070280	18.74	AT&T MOBILITY
08/13/26	50426	AT&T MOBILITY	07/31/26	Telecom Service- July '26	5140280	13.74	AT&T MOBILITY
08/13/26	50426	AT&T MOBILITY	07/31/26	Telecom Service- July '26	1043280	18.05	AT&T MOBILITY
Total 50426:						136.17	

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt	Merchant Name
08/21/26	50462	AT&T MOBILITY	08/02/26	Telecom Service- July '26	1057280	69.04	AT&T MOBILITY
08/21/26	50462	AT&T MOBILITY	08/02/26	Telecom Service- July '26	5140280	121.94	AT&T MOBILITY
08/21/26	50462	AT&T MOBILITY	08/02/26	Telecom Service- July '26	1070280	49.32	AT&T MOBILITY
08/21/26	50462	AT&T MOBILITY	08/02/26	Telecom Service- July '26	1060280	32.66	AT&T MOBILITY
08/21/26	50462	AT&T MOBILITY	08/02/26	Telecom Service- July '26	5440280	34.66	AT&T MOBILITY
08/21/26	50462	AT&T MOBILITY	08/02/26	Telecom Service- July '26	1058280	34.41	AT&T MOBILITY
08/21/26	50462	AT&T MOBILITY	08/02/26	Telecom Service- July '26	1043280	22.00	AT&T MOBILITY
Total 50462:						364.03	
08/13/26	50427	Beacon Code Consultants	07/01/26	Building Inspections- July '26	1058326	4,145.00	Beacon Code Consultants
Total 50427:						4,145.00	
08/13/26	50428	BELL JANITORIAL SUPPLY	08/05/26	Liners, Tp - City Hall	1043240	179.35	BELL JANITORIAL SUPPLY
Total 50428:						179.35	
08/13/26	50429	Blomquist Hale Consulting Inc.	08/01/26	EAP Coverage - Aug '26	1043135	285.00	Blomquist Hale Consulting Inc.
Total 50429:						285.00	
08/21/26	50463	Blue Best Plumbing Heating Air&Generator	08/11/26	Ref of Comp Bond 9048830	1021340	50.00	Blue Best Plumbing Heating Air&Generator
Total 50463:						50.00	
08/13/26	50430	Blue Stakes of Utah	07/31/26	Blue Stakes Transmissions- July '26	5140250	166.25	BLUE STAKES OF UTAH
Total 50430:						166.25	
08/06/26	50412	Bound Tree Medical LLC	07/10/26	Tourniquet, Chest Vent	1057450	335.07	Bound Tree Medical LLC
Total 50412:						335.07	
08/13/26	50431	Bound Tree Medical LLC	07/30/26	Ketamine	1057450	263.94	Bound Tree Medical LLC
Total 50431:						263.94	
08/27/26	50485	Bound Tree Medical LLC	08/11/26	Ketamine	1057250	208.94	Bound Tree Medical LLC
08/27/26	50485	Bound Tree Medical LLC	08/17/26	Catheter, Suction Canister	1057450	252.55	Bound Tree Medical LLC

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt	Merchant Name
Total 50485:						461.49	
08/13/26	50432	Burtts, Max	08/06/26	CBR (8 Games)	2071488	224.00	Burtts, Max
Total 50432:						224.00	
08/27/26	50486	CASELLE INC	08/20/26	Ann Software Suuport/Maint. 7/1/26-6/30/27	1042350	308.00	CASELLE INC
08/27/26	50486	CASELLE INC	08/20/26	Ann Software Suuport/Maint. 7/1/26-6/30/27	1043350	1,386.00	CASELLE INC
08/27/26	50486	CASELLE INC	08/20/26	Ann Software Suuport/Maint. 7/1/26-6/30/27	1057350	308.00	CASELLE INC
08/27/26	50486	CASELLE INC	08/20/26	Ann Software Suuport/Maint. 7/1/26-6/30/27	1058350	1,232.00	CASELLE INC
08/27/26	50486	CASELLE INC	08/20/26	Ann Software Suuport/Maint. 7/1/26-6/30/27	1060350	770.00	CASELLE INC
08/27/26	50486	CASELLE INC	08/20/26	Ann Software Suuport/Maint. 7/1/26-6/30/27	1070350	308.00	CASELLE INC
08/27/26	50486	CASELLE INC	08/20/26	Ann Software Suuport/Maint. 7/1/26-6/30/27	2071350	308.00	CASELLE INC
08/27/26	50486	CASELLE INC	08/20/26	Ann Software Suuport/Maint. 7/1/26-6/30/27	5140350	770.00	CASELLE INC
08/27/26	50486	CASELLE INC	08/20/26	Ann Software Suuport/Maint. 7/1/26-6/30/27	5240350	770.00	CASELLE INC
08/27/26	50486	CASELLE INC	08/20/26	Ann Software Suuport/Maint. 7/1/26-6/30/27	5340350	770.00	CASELLE INC
08/27/26	50486	CASELLE INC	08/20/26	Ann Software Suuport/Maint. 7/1/26-6/30/27	5440350	770.00	CASELLE INC
Total 50486:						7,700.00	
08/13/26	50433	CHRISTOPHER F ALLRED	08/04/26	Prosecution Services - July '26	1042313	850.00	CHRISTOPHER F ALLRED
Total 50433:						850.00	
08/06/26	50413	Cintas Corporation	06/29/26	First Aid - Shop 6/29/26	1060260	8.03	Cintas Corporation
08/06/26	50413	Cintas Corporation	07/27/26	First Aid-Rec 7/27/26	2071240	35.14	Cintas Corporation
Total 50413:						43.17	
08/21/26	50464	Cintas Corporation	07/30/26	First Aid-Shop 7/30/26	2844260	104.86	Cintas Corporation
08/21/26	50464	Cintas Corporation	07/31/26	AED Auto Agreement- Shop 7/31/26	2844260	221.84	Cintas Corporation
08/21/26	50464	Cintas Corporation	07/31/26	Eyewash Serv Auto Agrmnt 7/31/26	2844260	302.40	Cintas Corporation
Total 50464:						629.10	
08/27/26	50487	Cintas Corporation	07/31/26	AED Auto Agreement-Rec 7/31/2026	2071240	110.92	Cintas Corporation
Total 50487:						110.92	

Chk. Date	Check #	Payee		Inv. Date	Description	GL Account	G/L Amt	Merchant Name
08/10/26	50385	Cintas Corporation LOC 180	V	07/15/26	Mats -City Hall 7/15/26	1043262	62.16	Cintas Corporation LOC 180
08/10/26	50385	Cintas Corporation LOC 180	V	07/15/26	Towels-Shop 7/15/26	2844260	12.96	Cintas Corporation LOC 180
08/10/26	50385	Cintas Corporation LOC 180	V	07/15/26	Uniform Service 7/15/26	2844260	26.19	Cintas Corporation LOC 180
08/10/26	50385	Cintas Corporation LOC 180	V	07/16/26	Mats, Cleaning Supplies-Shop 7/16/2026	2844260	103.58	Cintas Corporation LOC 180
08/10/26	50385	Cintas Corporation LOC 180	V	07/16/26	Uniform Service 7/16/26	2844260	17.93	Cintas Corporation LOC 180
08/10/26	50385	Cintas Corporation LOC 180	V	07/08/26	Mats -City Hall 7/08/26	1043262	62.16	Cintas Corporation LOC 180
08/10/26	50385	Cintas Corporation LOC 180	V	07/22/26	Towels-Shop 7/22/26	2844260	12.96	Cintas Corporation LOC 180
08/10/26	50385	Cintas Corporation LOC 180	V	07/22/26	Uniform Service 7/22/26	2844260	30.74	Cintas Corporation LOC 180
08/10/26	50385	Cintas Corporation LOC 180	V	07/22/26	Mats -City Hall 7/22/26	1043262	62.16	Cintas Corporation LOC 180
08/10/26	50385	Cintas Corporation LOC 180	V	07/23/26	Mats, Cleaning Supplies-Shop 7/23/2026	2844260	103.58	Cintas Corporation LOC 180
08/10/26	50385	Cintas Corporation LOC 180	V	07/23/26	Uniform Service 7/23/26	2844260	17.93	Cintas Corporation LOC 180
08/10/26	50385	Cintas Corporation LOC 180	V	07/08/26	First Aid-City Hall 7/8/26	1043262	8.03	Cintas Corporation LOC 180
Total 50385:							520.38	
08/06/26	50414	Cintas Corporation LOC 180		07/29/26	Towels-Shop 7/29/26	2844260	12.96	Cintas Corporation LOC 180
08/06/26	50414	Cintas Corporation LOC 180		07/29/26	Uniform Service 7/29/26	2844260	32.26	Cintas Corporation LOC 180
08/06/26	50414	Cintas Corporation LOC 180		07/29/26	Mats -City Hall 7/29/26	1043262	62.16	Cintas Corporation LOC 180
Total 50414:							107.38	
08/13/26	50434	Cintas Corporation LOC 180		07/15/26	Mats -City Hall 7/15/26	1043262	62.16	Cintas Corporation LOC 180
08/13/26	50434	Cintas Corporation LOC 180		07/15/26	Towels-Shop 7/15/26	2844260	12.96	Cintas Corporation LOC 180
08/13/26	50434	Cintas Corporation LOC 180		07/15/26	Uniform Service 7/15/26	2844260	26.19	Cintas Corporation LOC 180
08/13/26	50434	Cintas Corporation LOC 180		07/16/26	Mats, Cleaning Supplies-Shop 7/16/2026	2844260	103.58	Cintas Corporation LOC 180
08/13/26	50434	Cintas Corporation LOC 180		07/16/26	Uniform Service 7/16/26	2844260	17.93	Cintas Corporation LOC 180
08/13/26	50434	Cintas Corporation LOC 180		07/08/26	Mats -City Hall 7/08/26	1043262	62.16	Cintas Corporation LOC 180
08/13/26	50434	Cintas Corporation LOC 180		07/22/26	Towels-Shop 7/22/26	2844260	12.96	Cintas Corporation LOC 180
08/13/26	50434	Cintas Corporation LOC 180		07/22/26	Uniform Service 7/22/26	2844260	30.74	Cintas Corporation LOC 180
08/13/26	50434	Cintas Corporation LOC 180		07/22/26	Mats -City Hall 7/22/26	1043262	62.16	Cintas Corporation LOC 180
08/13/26	50434	Cintas Corporation LOC 180		07/23/26	Mats, Cleaning Supplies-Shop 7/23/2026	2844260	103.58	Cintas Corporation LOC 180
08/13/26	50434	Cintas Corporation LOC 180		07/23/26	Uniform Service 7/23/26	2844260	17.93	Cintas Corporation LOC 180
08/13/26	50434	Cintas Corporation LOC 180		07/08/26	First Aid-City Hall 7/8/26	1043262	8.03	Cintas Corporation LOC 180
08/13/26	50434	Cintas Corporation LOC 180		08/06/26	Mats, Cleaning Supplies-Shop 8/6/26	2844260	103.58	Cintas Corporation LOC 180
08/13/26	50434	Cintas Corporation LOC 180		08/06/26	Uniform Service 8/6/26	2844260	17.93	Cintas Corporation LOC 180
Total 50434:							641.89	
08/21/26	50465	Cintas Corporation LOC 180		07/30/26	Mats, Cleaning Supplies-Shop 7/30/26	2844260	103.58	Cintas Corporation LOC 180
08/21/26	50465	Cintas Corporation LOC 180		07/30/26	Uniform Service 7/30/26	2844260	17.93	Cintas Corporation LOC 180

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt	Merchant Name
08/21/26	50465	Cintas Corporation LOC 180	08/05/26	Towels-Shop 8/05/26	2844260	12.96	Cintas Corporation LOC 180
08/21/26	50465	Cintas Corporation LOC 180	08/05/26	Uniform Service 8/05/26	2844260	32.26	Cintas Corporation LOC 180
08/21/26	50465	Cintas Corporation LOC 180	08/05/26	Mats-City Hall 8/05/26	1043262	62.16	Cintas Corporation LOC 180
08/21/26	50465	Cintas Corporation LOC 180	08/12/26	Mats-City Hall 8/12/26	1043262	62.16	Cintas Corporation LOC 180
08/21/26	50465	Cintas Corporation LOC 180	08/12/26	Uniform Service 8/12/26	2844260	32.26	Cintas Corporation LOC 180
08/21/26	50465	Cintas Corporation LOC 180	08/12/26	Towels-Shop 8/12/26	2844260	12.96	Cintas Corporation LOC 180
08/21/26	50465	Cintas Corporation LOC 180	08/13/26	Uniform Service 8/13/26	2844260	17.93	Cintas Corporation LOC 180
08/21/26	50465	Cintas Corporation LOC 180	08/13/26	Mats, Cleaning Supplies-Shop 8/13/26	2844260	103.58	Cintas Corporation LOC 180
08/21/26	50465	Cintas Corporation LOC 180	07/30/26	First Aid-City Hall 7/30/26	1043262	8.03	Cintas Corporation LOC 180
08/21/26	50465	Cintas Corporation LOC 180	07/31/26	AED Auto Agrmnt 7/31/26	1043262	108.00	Cintas Corporation LOC 180
Total 50465:						573.81	
08/27/26	50488	Cintas Corporation LOC 180	08/20/26	Uniform Service 8/20/26	2844260	17.93	Cintas Corporation LOC 180
08/27/26	50488	Cintas Corporation LOC 180	08/20/26	Mats, Cleaning Supplies-Shop 8/20/26	2844260	103.58	Cintas Corporation LOC 180
08/27/26	50488	Cintas Corporation LOC 180	08/19/26	Mats-City Hall 8/19/26	1043262	62.16	Cintas Corporation LOC 180
08/27/26	50488	Cintas Corporation LOC 180	08/19/26	Towels-Shop 8/19/26	2844260	12.96	Cintas Corporation LOC 180
08/27/26	50488	Cintas Corporation LOC 180	08/19/26	Uniform Service 8/19/26	2844260	32.26	Cintas Corporation LOC 180
Total 50488:						228.89	
08/06/26	50415	Colonial Flag Specialty Co Inc.	07/29/26	Flag Rotation-City Hall 7/29/26	1043262	36.80	Colonial Flag Specialty Co Inc.
Total 50415:						36.80	
08/13/26	50435	Colonial Flag Specialty Co Inc.	07/30/26	Flag Rotation Memorial Park 7/30/26	1070261	63.60	Colonial Flag Specialty Co Inc.
Total 50435:						63.60	
08/27/26	50489	Colonial Flag Specialty Co Inc.	08/19/26	Flag Rotation Memorial Park 8/19/26	1070261	127.20	Colonial Flag Specialty Co Inc.
Total 50489:						127.20	
08/13/26	50436	Commerical Tire Inc.	07/20/26	Flat Tire Repair	1070250	226.34	Commerical Tire Inc.
Total 50436:						226.34	
08/27/26	50490	Commerical Tire Inc.	08/20/26	Tire Repair	1070250	170.20	Commerical Tire Inc.

M = Manual Check, V = Void Check

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt	Merchant Name
	Total 50490:					170.20	
08/21/26	50466	Core and Main	07/30/26	Rammer Jumping Jack	5140490	3,298.40	Core and Main
	Total 50466:					3,298.40	
08/27/26	50491	Custom Lighting Services LLC	08/24/26	Survey, SW City	1060416	1,072.10	Custom Lighting Services LLC
	Total 50491:					1,072.10	
08/13/26	50437	Daves Doors and Home Improvement LLC	08/05/26	Door Repair, Fire Station	1057260	1,650.00	Daves Doors and Home Improvement LLC
	Total 50437:					1,650.00	
08/13/26	50438	Davis County Government	06/30/26	Remaining Beer Tax Allotment FY '26	1054321	23.39	Davis County Government
	Total 50438:					23.39	
08/27/26	50492	Davis County Government	08/26/26	GIS DATA	1058325	1,080.00	Davis County Government
	Total 50492:					1,080.00	
08/06/26	50416	DAVIS COUNTY HEALTH DEPARTMENT	06/30/26	Drinking Water Samples - Jan-June '26	5140480	648.00	DAVIS COUNTY HEALTH DEPARTMENT
	Total 50416:					648.00	
08/27/26	50493	DAVIS COUNTY STORM WATER	08/24/26	Davis Co Storm Water-Member Coalition Dues	5440210	1,844.00	DAVIS COUNTY STORM WATER
	Total 50493:					1,844.00	
08/27/26	50494	De Lage Landen Financial Services, Inc.	08/21/26	COPIER MAINT AGREEMENT - SHARP	1042240	21.57	De Lage Landen Financial Services, Inc.
08/27/26	50494	De Lage Landen Financial Services, Inc.	08/21/26	COPIER MAINT AGREEMENT - SHARP	1043240	50.32	De Lage Landen Financial Services, Inc.
08/27/26	50494	De Lage Landen Financial Services, Inc.	08/21/26	COPIER MAINT AGREEMENT - SHARP	5140240	35.95	De Lage Landen Financial Services, Inc.
08/27/26	50494	De Lage Landen Financial Services, Inc.	08/21/26	COPIER MAINT AGREEMENT - SHARP	5240240	35.94	De Lage Landen Financial Services, Inc.
	Total 50494:					143.78	
08/13/26	50439	Durk's Plumbing Supply Inc.	08/03/26	Bubbler Faucet	1070261	142.32	Durk's Plumbing Supply Inc.

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt	Merchant Name
Total 50439:						142.32	
08/21/26	50467	ES Solar	08/11/26	Ref of Comp Bond 7146256	1021340	200.00	ES Solar
08/21/26	50467	ES Solar	08/11/26	Ref of Comp Bond 9781275	1021340	200.00	ES Solar
Total 50467:						400.00	
08/13/26	50440	First Responders First, LLC	08/07/26	24/7 Support, Training, Therapy July '26	1057625	100.00	First Responders First, LLC
Total 50440:						100.00	
08/13/26	50441	Freedom Mailing Services Inc.	07/30/26	Utility Billing July '26	5140370	666.37	Freedom Mailing Services Inc.
08/13/26	50441	Freedom Mailing Services Inc.	07/30/26	UTILITY BILLING	5240370	463.56	Freedom Mailing Services Inc.
08/13/26	50441	Freedom Mailing Services Inc.	07/30/26	UTILITY BILLING	5340370	217.30	Freedom Mailing Services Inc.
08/13/26	50441	Freedom Mailing Services Inc.	07/30/26	UTILITY BILLING	5440370	101.41	Freedom Mailing Services Inc.
Total 50441:						1,448.64	
08/13/26	50442	Fuel Network - UTAH DGO Fleet Operations	06/30/26	Fire- June '26	1057256	650.28	Fuel Network - UTAH DGO Fleet Operations
08/13/26	50442	Fuel Network - UTAH DGO Fleet Operations	06/30/26	Parks- June '26	1070256	1,549.35	Fuel Network - UTAH DGO Fleet Operations
08/13/26	50442	Fuel Network - UTAH DGO Fleet Operations	06/30/26	Comm Serv- June '26	1058256	10.31-	Fuel Network - UTAH DGO Fleet Operations
08/13/26	50442	Fuel Network - UTAH DGO Fleet Operations	06/30/26	Rec- June '26	2071256	50.07	Fuel Network - UTAH DGO Fleet Operations
08/13/26	50442	Fuel Network - UTAH DGO Fleet Operations	06/30/26	Sewer- June '26	5240256	624.71	Fuel Network - UTAH DGO Fleet Operations
08/13/26	50442	Fuel Network - UTAH DGO Fleet Operations	06/30/26	Storm Drain- June '26	5440256	200.68	Fuel Network - UTAH DGO Fleet Operations
08/13/26	50442	Fuel Network - UTAH DGO Fleet Operations	06/30/26	Streets- June '26	1060256	616.29	Fuel Network - UTAH DGO Fleet Operations
08/13/26	50442	Fuel Network - UTAH DGO Fleet Operations	06/30/26	Water- June '26	5140256	824.95	Fuel Network - UTAH DGO Fleet Operations
08/13/26	50442	Fuel Network - UTAH DGO Fleet Operations	08/03/26	Fire- July '26	1057256	1,109.20	Fuel Network - UTAH DGO Fleet Operations
08/13/26	50442	Fuel Network - UTAH DGO Fleet Operations	08/03/26	Parks- July '26	1070256	1,952.54	Fuel Network - UTAH DGO Fleet Operations
08/13/26	50442	Fuel Network - UTAH DGO Fleet Operations	08/03/26	Comm Serv- July '26	1058256	99.72	Fuel Network - UTAH DGO Fleet Operations
08/13/26	50442	Fuel Network - UTAH DGO Fleet Operations	08/03/26	Rec- July '26	2071256	5.37-	Fuel Network - UTAH DGO Fleet Operations
08/13/26	50442	Fuel Network - UTAH DGO Fleet Operations	08/03/26	Sewer- July '26	5240256	381.34	Fuel Network - UTAH DGO Fleet Operations
08/13/26	50442	Fuel Network - UTAH DGO Fleet Operations	08/03/26	Storm Drain- July '26	5440256	205.77	Fuel Network - UTAH DGO Fleet Operations
08/13/26	50442	Fuel Network - UTAH DGO Fleet Operations	08/03/26	Streets- July '26	1060256	619.28	Fuel Network - UTAH DGO Fleet Operations
08/13/26	50442	Fuel Network - UTAH DGO Fleet Operations	08/03/26	Water- July '26	5140256	349.94	Fuel Network - UTAH DGO Fleet Operations
Total 50442:						9,218.44	
08/21/26	50468	Hayes Godfrey Bell, PC	07/31/26	Attorney Services - July '26	1043313	1,584.00	Hayes Godfrey Bell, PC

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt	Merchant Name
Total 50468:						1,584.00	
08/06/26	50417	Herrick Industrial Supply	07/29/26	Aerosol Paint	1070261	254.88	Herrick Industrial Supply
Total 50417:						254.88	
08/21/26	50469	Intermountain Health WorkMed	07/31/26	Drug Screening - PARKS	1070137	15.00	Intermountain Health WorkMed
Total 50469:						15.00	
08/27/26	50495	JACKSON SPORTS	08/24/26	Volleyball Jerseys	2071484	345.00	JACKSON SPORTS
Total 50495:						345.00	
08/13/26	50443	Jiffy Lube - Clear Billing Solutions	07/31/26	Oil/Filter Serv-Parks, Vin#3112	1070250	341.31	Jiffy Lube - Clear Billing Solutions
Total 50443:						341.31	
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	2026 General Plan Update	1058312	492.25	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	7375 S - 925 E Reconstruction Project - Design	1060312	611.00	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	7375 S - 925 E Reconstruction Project - Genera	5140730	1,356.00	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	City Standards Update	1058312	1,565.50	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Consolidated Fee Schedule Review and Update	1058312	447.50	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Development Review Committee (DRC) Meetin	1058312	134.25	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	General Engineering Assistance	1058312	89.50	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	General Meetings with City Staff	1058312	1,131.50	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Municipal Utilities Committee (MUC)	1058312	179.00	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	New Public Works Facility - Site Construction M	2844730	234.50	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Plat Combining Parcels (City and Whaley)	1058312	222.00	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Public Works City Shops (Old Site)	1058312	44.75	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Streetlights - General	1060416	626.50	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	FY26 Street Maintenance Projects	5676730	6,914.00	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	SR-60 Widening & Sidewalk (Skyhaven Cove to	4560730	2,629.25	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Division of Drinking Water Compliance	5140312	303.25	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	EPA Emergency Response Plan (Culinary Wate	5140312	300.75	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	General Storm Water Compliance	5440312	89.50	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Base Map and Database Management	1058325	139.00	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Community Map	1058325	834.00	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Firework Restriction Map	1058325	243.25	JONES AND ASSOCIATES

M = Manual Check, V = Void Check

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt	Merchant Name
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Parks Map	1070312	486.50	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Streets Map	1060325	312.75	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Utility Maps - Culinary Water	5140325	1,042.50	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Utility Maps - Sewer	5240325	486.50	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Utility Maps - Storm Drain	5440325	486.50	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Utility Maps - Streetlights	1060325	1,598.50	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Zoning Map	1058325	139.00	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	CofO - Kastlecove Phase 2	1058312	738.00	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Boren Subdivision (Byram Property)	1058319	875.50	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Coach T Subdivision (fka Brimley Subdivision 2	1058319	1,312.75	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Cooper's Landing Subdivision	1058319	2,058.50	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Dahl-Stark Property	1058319	89.50	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Deer Run Townhomes	1058319	72.50	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Kap Legacy Development	1058319	3,406.75	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Kastlecove Subdivision - Phase 1 (Lester Drive)	1058319	472.25	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Kastlecove Subdivision - Phase 2	1058319	298.50	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Poll Property (South of SW Elementary)	1058319	447.50	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Quick Trip (QT) Development	1058319	223.75	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Riverwood Subdivision	1058319	290.00	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Smith Cove	1058319	543.00	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	South Weber Gateway (Stillwater)	1058319	1,195.50	JONES AND ASSOCIATES
08/13/26	50444	JONES AND ASSOCIATES	06/30/26	Williams Property (Layne Kap)	1058319	1,342.50	JONES AND ASSOCIATES
Total 50444:						36,506.00	
08/27/26	50496	KS Statebank	08/27/26	'24 Track Backhoe Vin#5342 Sept '26	6060960	1,073.27	KS Statebank
08/27/26	50496	KS Statebank	08/27/26	'22 Tundra PW 1-Ton Vin#2400 Sept '26	6060960	841.44	KS Statebank
08/27/26	50496	KS Statebank	08/27/26	'23 Ranger-Rec Vin#2674 Sept '26	6060960	406.05	KS Statebank
08/27/26	50496	KS Statebank	08/27/26	BK Radios-Fire Sept '26	6060960	714.44	KS Statebank
08/27/26	50496	KS Statebank	08/27/26	'23 F-150 Comm Serv Vin#2674 Sept '26	6060960	638.49	KS Statebank
08/27/26	50496	KS Statebank	08/27/26	'23 F-550 Parks 1-Ton Truck/Plow Vin#3112 Se	6060960	1,511.18	KS Statebank
08/27/26	50496	KS Statebank	08/27/26	'23 F-550 Water 1-Ton Vin#3111 Sept '26	6060960	1,154.91	KS Statebank
08/27/26	50496	KS Statebank	08/27/26	'23 TORO Mower Vin#I144 Sept '26	6060960	1,414.59	KS Statebank
08/27/26	50496	KS Statebank	08/27/26	'22 Ferris 72" Mower Vin#0296 Sept '26	6060960	628.53	KS Statebank
08/27/26	50496	KS Statebank	08/27/26	'24 Dodge Ram 3500 Vin#2810 Sept '26	6060960	1,108.87	KS Statebank
08/27/26	50496	KS Statebank	08/27/26	'24 Dodge Ram 5500 Vin#5159 Sept '26	6060960	1,698.23	KS Statebank
08/27/26	50496	KS Statebank	08/27/26	'26 F-550 Brush Truck Vin#3896 Sept '26	6060960	2,168.62	KS Statebank
08/27/26	50496	KS Statebank	08/27/26	'26 F-550 Brush Truck Vin#6462 Sept '26	6060960	2,168.62	KS Statebank

M = Manual Check, V = Void Check

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt	Merchant Name
Total 50496:						15,527.24	
08/21/26	50470	Legacy Roofing	08/11/26	Ref of Comp Bond 5004467	1021340	200.00	Legacy Roofing
Total 50470:						200.00	
08/21/26	50471	MJ Construction & Remodeling	08/11/26	Ref of Comp Bond 5535801	1021340	200.00	MJ Construction & Remodeling
Total 50471:						200.00	
08/21/26	50472	Mountain Home Services	08/11/26	Ref of Comp Bond 3017547	1021340	50.00	Mountain Home Services
Total 50472:						50.00	
08/13/26	50445	NATIONAL BATTERY SALES	08/11/26	12V Batteries	5140250	83.70	NATIONAL BATTERY SALES
Total 50445:						83.70	
08/21/26	50473	Nilson Homes	08/11/26	Ref of Comp Bond 0292032	1021340	500.00	Nilson Homes
08/21/26	50473	Nilson Homes	08/11/26	Ref of Comp Bond 7157882	1021340	500.00	Nilson Homes
08/21/26	50473	Nilson Homes	08/11/26	Ref of Comp Bond 7231893	1021340	500.00	Nilson Homes
08/21/26	50473	Nilson Homes	08/11/26	Ref of Comp Bond 7652078	1021340	500.00	Nilson Homes
Total 50473:						2,000.00	
08/27/26	50497	ODP Business Solutions, LLC	08/14/26	Toner	1042240	196.38	ODP Business Solutions, LLC
08/27/26	50497	ODP Business Solutions, LLC	08/14/26	Post-It's	1042240	16.65	ODP Business Solutions, LLC
08/27/26	50497	ODP Business Solutions, LLC	08/24/26	HP Ink	1042240	103.67	ODP Business Solutions, LLC
08/27/26	50497	ODP Business Solutions, LLC	08/14/26	Paper	1042240	42.31	ODP Business Solutions, LLC
08/27/26	50497	ODP Business Solutions, LLC	08/20/26	Toner	1042240	219.24	ODP Business Solutions, LLC
Total 50497:						578.25	
08/13/26	50446	P3 Cost Analysts Franchise LLC	08/05/26	Cost Analysis Savings- Aug '26	1043350	30.23	P3 Cost Analysts Franchise LLC
Total 50446:						30.23	
08/21/26	50474	PEHP PREMIUMS	09/01/26	PEHP Premiums - Sept	1043135	7,178.53	PEHP PREMIUMS
08/21/26	50474	PEHP PREMIUMS	09/01/26	PEHP Premiums - Sept	1057135	135.33	PEHP PREMIUMS

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08/21/26	50474	PEHP PREMIUMS	09/01/26	PEHP Premiums - Sept	1058135	5,067.31	PEHP PREMIUMS
08/21/26	50474	PEHP PREMIUMS	09/01/26	PEHP Premiums - Sept	1060135	2,713.18	PEHP PREMIUMS
08/21/26	50474	PEHP PREMIUMS	09/01/26	PEHP Premiums - Sept	1070135	4,222.45	PEHP PREMIUMS
08/21/26	50474	PEHP PREMIUMS	09/01/26	PEHP Premiums - Sept	2071135	86.30	PEHP PREMIUMS
08/21/26	50474	PEHP PREMIUMS	09/01/26	PEHP Premiums - Sept	5140135	1,905.71	PEHP PREMIUMS
08/21/26	50474	PEHP PREMIUMS	09/01/26	PEHP Premiums - Sept	5240135	2,487.58	PEHP PREMIUMS
08/21/26	50474	PEHP PREMIUMS	09/01/26	PEHP Premiums - Sept	5440135	1,827.44	PEHP PREMIUMS
08/21/26	50474	PEHP PREMIUMS	09/01/26	PEHP Premiums - Sept	1022500	2,724.34	PEHP PREMIUMS
08/21/26	50474	PEHP PREMIUMS	09/01/26	PEHP Premiums - Sept	1022502	205.78	PEHP PREMIUMS
08/21/26	50474	PEHP PREMIUMS	09/01/26	PEHP Premiums - Sept	1022503	23.39	PEHP PREMIUMS
Total 50474:						28,577.34	
08/21/26	50475	Pitney Bowes Inc	08/12/26	Qrtrly Contract Lease- postage machine July- S	1043250	424.26	PITNEY BOWES GLOBAL FINANCIAL SERVICES
Total 50475:						424.26	
08/21/26	50476	PITNEY BOWES PURCHASE POWER	07/24/26	Postage for court	1042240	107.89	PITNEY BOWES PURCHASE POWER
08/21/26	50476	PITNEY BOWES PURCHASE POWER	07/24/26	Postage for Administration	1043240	251.75	PITNEY BOWES PURCHASE POWER
08/21/26	50476	PITNEY BOWES PURCHASE POWER	07/24/26	POSTAGE FOR UTILITIES	5140240	179.82	PITNEY BOWES PURCHASE POWER
08/21/26	50476	PITNEY BOWES PURCHASE POWER	07/24/26	POSTAGE FOR UTILITIES	5240240	179.83	PITNEY BOWES PURCHASE POWER
Total 50476:						719.29	
08/06/26	50418	Pye-Barker Fire & Safety	08/01/26	Fire Monitoring PW Building Aug '26	2844260	70.00	Pye-Barker Fire & Safety
Total 50418:						70.00	
08/13/26	50447	Quench USA, Inc	08/02/26	Ice Machine Lease - Aug '26	1057260	383.76	Culligan Quench
Total 50447:						383.76	
08/21/26	50477	Ridgeline Contracting	08/11/26	Ref of Comp Bond 8448208	1021340	200.00	Ridgeline Contracting
Total 50477:						200.00	
08/06/26	50419	ROBINSON WASTE SERVICES INC	07/31/26	Portable Restrooms Vet Mem 7/13-7/31/26	1070250	74.69	ROBINSON WASTE SERVICES INC
08/06/26	50419	ROBINSON WASTE SERVICES INC	07/31/26	Portable Restrm Perterson Pkwy 7/13-7/31/26	1070250	74.69	ROBINSON WASTE SERVICES INC
08/06/26	50419	ROBINSON WASTE SERVICES INC	07/31/26	Portable Restrooms Cedar Cove 7/13-7/31/26	1070250	74.69	ROBINSON WASTE SERVICES INC

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt	Merchant Name
Total 50419:						224.07	
08/13/26	50448	ROBINSON WASTE SERVICES INC	07/31/26	Residential Garbage Collection- July '26	5340492	30,758.59	ROBINSON WASTE SERVICES INC
08/13/26	50448	ROBINSON WASTE SERVICES INC	07/31/26	Garbage Collection Park N Ride July '26	1070626	119.71	ROBINSON WASTE SERVICES INC
Total 50448:						30,878.30	
08/13/26	50449	SAFETY SUPPLY & SIGN COMPANY	08/03/26	Street Signs (15)	1060415	620.92	SAFETY SUPPLY & SIGN COMPANY
Total 50449:						620.92	
08/27/26	50498	SAFETY SUPPLY & SIGN COMPANY	08/24/26	Holders	1060415	133.08	SAFETY SUPPLY & SIGN COMPANY
Total 50498:						133.08	
08/13/26	50450	Smooth Stone Construction	08/03/26	4" Gate Valve Install	1070261	2,521.33	Smooth Stone Construction
Total 50450:						2,521.33	
08/21/26	50478	Sprinkler Supply Co.	08/10/26	Sprinkler Parts	1070261	811.23	Sprinkler Supply Co.
08/21/26	50478	Sprinkler Supply Co.	08/18/26	Couplings	1070261	14.05	Sprinkler Supply Co.
Total 50478:						825.28	
08/27/26	50499	Sprinkler Supply Co.	06/10/26	Hose Clamp, Barb Tee	1070261	154.80	Sprinkler Supply Co.
08/27/26	50499	Sprinkler Supply Co.	08/19/26	Sprinkler Parts	1070261	24.34	Sprinkler Supply Co.
Total 50499:						179.14	
08/13/26	50451	Stake Center Locating Inc.	07/31/26	Blue Staking Normal Locate Request (4)	1060416	60.00	Stake Center Locating Inc.
Total 50451:						60.00	
08/13/26	50452	Standard Examiner	07/31/26	TNT - Tax Notification AD	1043220	830.00	STANDARD EXAMINER
Total 50452:						830.00	
08/21/26	50479	T J TRAILERS	08/13/26	Trailer Service	1070250	357.24	T J TRAILERS

Chk. Date	Check #	Payee		Inv. Date	Description	GL Account	G/L Amt	Merchant Name
Total 50479:							357.24	
08/13/26	50453	The Tech Legion		08/01/26	IT Support Plan-2 July '26	1043308	2,268.10	The Tech Legion
Total 50453:							2,268.10	
08/10/26	50404	Turboscape Utah	V	07/22/26	Woodchips for Central Park Playground	1070261	2,125.00	Turboscape Utah
Total 50404:							2,125.00	
08/13/26	50454	Turboscape Utah		07/22/26	Woodchips for Central Park Playground	1070261	2,125.00	Turboscape Utah
Total 50454:							2,125.00	
08/06/26	50420	UniFirst Corporation		07/03/26	Mats and Towels for FAC 7/03/26	2071241	106.68	UNIFIRST CORPORATION
08/06/26	50420	UniFirst Corporation		07/17/26	Mats and Towels for FAC 7/17/26	2071241	106.68	UNIFIRST CORPORATION
08/06/26	50420	UniFirst Corporation		07/10/26	Mats and Towels for FAC 7/10/26	2071241	40.46	UNIFIRST CORPORATION
Total 50420:							253.82	
08/13/26	50455	UniFirst Corporation		07/31/26	Mats and Towels for FAC 7/31/26	2071241	106.68	UNIFIRST CORPORATION
08/13/26	50455	UniFirst Corporation		08/07/26	Mats and Towels for FAC 8/07/26	2071241	42.45	UNIFIRST CORPORATION
Total 50455:							149.13	
08/27/26	50500	UniFirst Corporation		08/14/26	Mats and Towels for FAC 8/14/26	2071241	119.33	UNIFIRST CORPORATION
08/27/26	50500	UniFirst Corporation		08/21/26	Mats and Towels for FAC 8/21/26	2071241	42.45	UNIFIRST CORPORATION
Total 50500:							161.78	
08/13/26	50456	UPPERCASE PRINTING INK		07/31/26	UTILITY FORMS & ENVELOPES	5140370	950.15	UPPERCASE PRINTING INK
08/13/26	50456	UPPERCASE PRINTING INK		07/31/26	UTILITY FORMS & ENVELOPES	5240370	675.66	UPPERCASE PRINTING INK
08/13/26	50456	UPPERCASE PRINTING INK		07/31/26	UTILITY FORMS & ENVELOPES	5340370	211.14	UPPERCASE PRINTING INK
08/13/26	50456	UPPERCASE PRINTING INK		07/31/26	UTILITY FORMS & ENVELOPES	5440370	147.80	UPPERCASE PRINTING INK
Total 50456:							1,984.75	
08/06/26	50421	USA BLUEBOOK		07/07/26	Green Paint (12)	5240490	291.80	USA BLUEBOOK

Chk. Date	Check #	Payee		Inv. Date	Description	GL Account	G/L Amt	Merchant Name
Total 50421:							291.80	
08/13/26	50457	UTAH STATE TREASURER		08/03/26	Court Surcharge Remittance - July '26	1035100	7,584.66	UTAH STATE TREASURER
Total 50457:							7,584.66	
08/10/26	50406	UTAH VALLEY UNIVERSITY	V	07/16/26	Recertification (1)	1057230	10.00	UTAH VALLEY UNIVERSITY
Total 50406:							10.00	
08/13/26	50458	UTAH VALLEY UNIVERSITY		07/16/26	Recertification (1)	1057230	10.00	UTAH VALLEY UNIVERSITY
Total 50458:							10.00	
08/06/26	50422	VANGUARD CLEANING SYSTEMS OF U		08/01/26	Janitorial service - City Hall Aug '26	1043262	475.00	VANGUARD CLEANING SYSTEMS OF U
08/06/26	50422	VANGUARD CLEANING SYSTEMS OF U		08/01/26	Janitorial service - Shop Aug '26	2844260	515.00	VANGUARD CLEANING SYSTEMS OF U
Total 50422:							990.00	
08/21/26	50480	Wandell, Gary		08/11/26	Ref of Comp Bond 0211063	1021340	50.00	Wandell, Gary
Total 50480:							50.00	
08/27/26	50501	WASATCH INTEGRATED WASTE MGMT		06/30/26	Garbage Collection- July '26	5340492	29,766.00	WASATCH INTEGRATED WASTE MGMT
08/27/26	50501	WASATCH INTEGRATED WASTE MGMT		06/30/26	CM ARPKT03910	5340492	1,505.04-	WASATCH INTEGRATED WASTE MGMT
Total 50501:							28,260.96	
08/13/26	50459	WILKINSON SUPPLY		08/10/26	Assy Arm, Edger Blade	1070250	98.57	WILKINSON SUPPLY
Total 50459:							98.57	
08/21/26	50481	WILKINSON SUPPLY		08/11/26	Mini Chain	1070261	49.98	WILKINSON SUPPLY
08/21/26	50481	WILKINSON SUPPLY		08/13/26	Gas Can, Flex Shield	1070250	110.91	WILKINSON SUPPLY
08/21/26	50481	WILKINSON SUPPLY		08/18/26	Ferris Mower Service	1070250	52.81	WILKINSON SUPPLY
Total 50481:							213.70	
08/21/26	50482	WILSON, COREY		07/07/26	StormCon Per Diem	5440230	460.00	WILSON, COREY

Chk. Date	Check #	Payee	Inv. Date	Description	GL Account	G/L Amt	Merchant Name
Total 50482:						460.00	
08/13/26	50460	Work Shoe HQ	08/01/26	Work Boots (2 pairs)	1070140	325.00	Work Shoe HQ
Total 50460:						325.00	
08/13/26	50461	Zoll Medical Corporation	07/30/26	Preventive Maintenance Jul '25-Jun '26	1057250	355.00	Zoll Medical Corporation
Total 50461:						355.00	
Grand Totals:						229,962.88	

Approval Date: ______________________________

Mayor ______________________________

City Recorder: ______________________________

CITY COUNCIL MEETING STAFF REPORT

MEETING DATE

9/8/2026

PREPARED BY

Brett Baltazar

Finance Director

ITEM TYPE

Administrative

ATTACHMENTS

July 2027 Budget vs Actual

PRIOR DISCUSSION DATES

NA

AGENDA ITEM

Consent Agenda: July 2027 Budget to Actual

PURPOSE

Highlights Budget to Actual for July 2027

RECOMMENDATION

Staff recommends approval

BACKGROUND

The 'Budget to Actual' report compares the city's approved budget revenues and expenditures to actual amounts incurred over a specific period. This helps the council assess financial performance and ensure compliance with the approved budget.

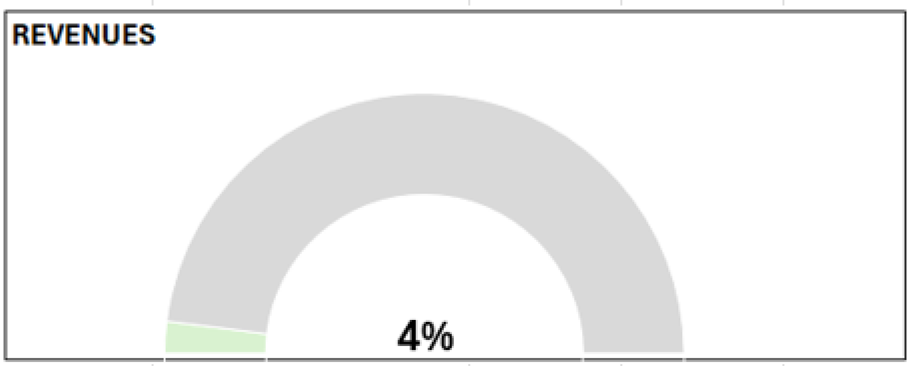
ANALYSIS

Fund by fund analysis of 'Budget to Actual' and General Fund expenditures by department for *July 1, 2026 through June 30, 2027* are found in the following pages.

8% of the fiscal year is complete. This provides a measurement of the financial health for revenues and expenditures.

Budget to Actual may change as year-end and audit preparations commence, as appropriate accruals are created.

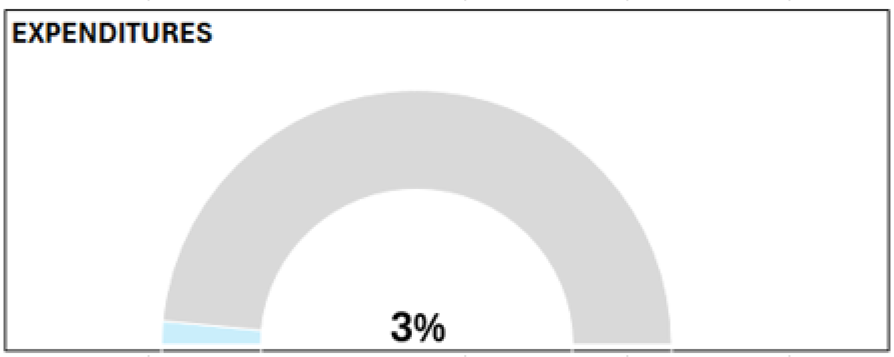
As of July 2026 - REVENUES				
Fund	**Title**	**Budget**	**Actual**	**% Earned**
10	General	7,239,500	405,864	6%
20	Recreation	414,000	24,124	6%
21	Sewer Impact Fee	88,000	1,130	1%
22	Storm Impact Fee	1,050,000	2,552	0%
23	Park Impact Fee	61,000	4,192	7%
24	Road Impact Fees	52,000	7,048	14%
26	Water Impact Fee	89,000	2,870	3%
27	Recreation Impact Fee	10,000	1,668	17%
29	Public Safety Impact Fee	3,000	252	8%
45	Capital Projects	982,000	0	0%
51	Water Utility	6,764,500	131,595	2%
52	Sewer Utility	1,485,000	108,468	7%
53	Sanitation Utility	850,000	71,087	8%
54	Storm Sewer Fee	2,452,000	55,859	2%
56	Transportation Utility	910,000	53,925	6%
60	Fleet	1,885,000	45,250	2%
Grand Total		**24,335,000**	**915,884**	**4%**



Revenue Notes:

- Accruals for prior fiscal year may impact July revenues.

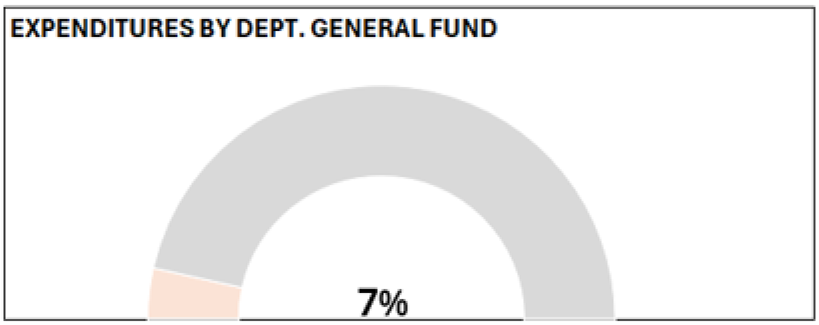
As of July 2026 - EXPENDITURES				
Fund	**Title**	**Budget**	**Actual**	**% Spent**
10	General	7,239,500	484,238	7%
20	Recreation	414,000	27,846	7%
21	Sewer Impact Fee	88,000	-	0%
22	Storm Impact Fee	1,050,000	-	0%
23	Park Impact Fee	61,000	-	0%
24	Road Impact Fees	52,000	-	0%
26	Water Impact Fee	89,000	-	0%
27	Recreation Impact Fee	10,000	-	0%
29	Public Safety Impact Fee	3,000	-	0%
45	Capital Projects	982,000	38,219	4%
51	Water Utility	6,764,500	57,232	1%
52	Sewer Utility	1,485,000	29,565	2%
53	Sanitation Utility	850,000	37,892	4%
54	Storm Sewer Fee	2,452,000	29,385	1%
56	Transportation Utility	910,000	-	0%
60	Fleet	1,885,000	38,539	2%
Grand Total		**24,335,000**	**742,914**	**3%**



Expenditure Notes:

- Transfers to/from funds will be done on a monthly basis to provide more accurate information. In prior years, transfers were completed once at the end of the fiscal year.

As of July 2026 - EXPENDITURES- BY DEPT.- GEN. FUND				
Fund	**Department**	**Budget**	**Actual**	**% Spent**
10-41	Legislative	59,500	9,804	16%
10-42	Judicial	56,000	4,781	9%
10-43	Administrative	3,337,000	189,040	6%
10-54	Public Safety	388,000	-	0%
10-57	Fire	1,452,500	130,604	9%
10-58	Community Services	614,000	60,593	10%
10-60	Streets	584,000	36,791	6%
10-70	Park	748,500	52,626	7%
Grand Total		**7,239,500**	**484,238**	**7%**



Department Notes:

- Transfers to/from funds and departments will be done on a monthly basis to provide more accurate information. In prior years, transfers were completed once at the end of the fiscal year.

As of July 2026 - LOCAL BLDG AUTHORITY				
Fund	**Type**	**Budget**	**Actual**	**% Spent**
28	Revenue	893,000	8,277	1%
28	Expenditure	893,000	2,352	0%

LBA Notes:

- LBA information is monitored as its' own entity (separate from the other city governmental funds).
- Transfers to/from funds will be done on a regular basis to provide more accurate information.

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	TAXES					
10-31-100	CURRENT YEAR PROPERTY TAXES	1,375.10	1,375.10	1,329,000.00	1,327,624.90	.1
10-31-120	PRIOR YEAR PROPERTY TAXES	319.71	319.71	7,500.00	7,180.29	4.3
10-31-200	FEE IN LIEU - VEHICLE REG	6,007.84	6,007.84	60,000.00	53,992.16	10.0
10-31-300	SALES AND USE TAX	135,287.32	135,287.32	1,560,000.00	1,424,712.68	8.7
10-31-305	TRANSPORTATION - LOCAL OPTION	.00	.00	.00	.00	.0
10-31-306	SALES TAX - SB75 GRAVEL PIT	130,169.05	130,169.05	40,000.00	(90,169.05)	325.4
10-31-309	RAP TAX	6,690.54	6,690.54	9,000.00	2,309.46	74.3
10-31-310	FRANCHISE/OTHER	1,674.78	1,674.78	470,000.00	468,325.22	.4
	TOTAL TAXES	281,524.34	281,524.34	3,475,500.00	3,193,975.66	8.1
	LICENSES AND PERMITS					
10-32-100	BUSINESS LICENSE AND PERMITS	425.00	425.00	15,000.00	14,575.00	2.8
10-32-210	BUILDING PERMITS	11,148.54	11,148.54	100,000.00	88,851.46	11.2
10-32-290	PLAN CHECK AND OTHER FEES	4,623.06	4,623.06	36,000.00	31,376.94	12.8
10-32-310	EXCAVATION PERMITS	500.00	500.00	2,000.00	1,500.00	25.0
	TOTAL LICENSES AND PERMITS	16,696.60	16,696.60	153,000.00	136,303.40	10.9
	INTERGOVERNMENTAL REVENUE					
10-33-400	STATE GRANTS	.00	.00	15,000.00	15,000.00	.0
10-33-500	FEDERAL GRANTS - CARES/ARPA	.00	.00	.00	.00	.0
10-33-550	WILDLAND FIREFIGHTING	.00	.00	.00	.00	.0
10-33-560	CLASS "C" ROAD ALLOTMENT	.00	.00	275,000.00	275,000.00	.0
10-33-580	STATE LIQUOR FUND ALLOTMENT	23.39	23.39	7,000.00	6,976.61	.3
	TOTAL INTERGOVERNMENTAL REVENUE	23.39	23.39	297,000.00	296,976.61	.0
	CHARGES FOR SERVICES					
10-34-100	ZONING & SUBDIVISION FEES	3,250.00	3,250.00	20,000.00	16,750.00	16.3
10-34-105	SUBDIVISION REVIEW FEE	.00	.00	95,000.00	95,000.00	.0
10-34-250	BLDG RENTAL/PARK USE (BOWERY)	100.00	100.00	4,000.00	3,900.00	2.5
10-34-254	AUDIT ADJUSTMENT TO SERVICES	.00	.00	.00	.00	.0
10-34-270	DEVELOPER PMTS FOR IMPROV.	.00	.00	.00	.00	.0
10-34-445	DONATIONS - RESTRICTED	.00	.00	.00	.00	.0
10-34-560	AMBULANCE SERVICE	.00	.00	123,500.00	123,500.00	.0
10-34-760	YOUTH CITY COUNCIL	.00	.00	.00	.00	.0
10-34-910	ADMINISTRATIVE SERVICES CHARGE	30,583.33	30,583.33	367,000.00	336,416.67	8.3
	TOTAL CHARGES FOR SERVICES	33,933.33	33,933.33	609,500.00	575,566.67	5.6

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	FINES AND FORFEITURES					
10-35-100	FINES	12,032.88	12,032.88	160,000.00	147,967.12	7.5
10-35-105	CIVIL PENALTIES/ FINES/ FEES	3,800.00	3,800.00	.00	(3,800.00)	.0
	TOTAL FINES AND FORFEITURES	15,832.88	15,832.88	160,000.00	144,167.12	9.9
	MISCELLANEOUS REVENUE					
10-36-100	INTEREST EARNINGS	8,443.53	8,443.53	85,000.00	76,556.47	9.9
10-36-105	ZION PTIF/INVEST-INTEREST EARN	28,538.18	28,538.18	71,000.00	42,461.82	40.2
10-36-300	NEWSLETTER SPONSORS	.00	.00	.00	.00	.0
10-36-400	SALE OF ASSETS	.00	.00	.00	.00	.0
10-36-900	SUNDRY REVENUES	550.33	550.33	54,000.00	53,449.67	1.0
10-36-901	FARMERS MARKET	.00	.00	.00	.00	.0
10-36-905	MISC - COURT CONV FEE	180.00	180.00	6,000.00	5,820.00	3.0
	TOTAL MISCELLANEOUS REVENUE	37,712.04	37,712.04	216,000.00	178,287.96	17.5
	CONTRIBUTIONS AND TRANSFERS					
10-39-091	TRANSFER FROM CAPITAL PROJECTS	21,541.67	21,541.67	262,500.00	240,958.33	8.2
10-39-100	FIRE AGREEMENT/JOB CORPS	.00	.00	3,500.00	3,500.00	.0
10-39-110	FIRE AGREEMENT/COUNTY	.00	.00	3,000.00	3,000.00	.0
10-39-800	TFR FROM IMPACT FEES	.00	.00	49,500.00	49,500.00	.0
10-39-900	FUND BALANCE TO BE APPROPRIATE	.00	.00	510,000.00	510,000.00	.0
10-39-910	TRANSFER FROM CLASS "C" RES.	.00	.00	1,500,000.00	1,500,000.00	.0
	TOTAL CONTRIBUTIONS AND TRANSFERS	21,541.67	21,541.67	2,328,500.00	2,306,958.33	.9
	TOTAL FUND REVENUE	407,264.25	407,264.25	7,239,500.00	6,832,235.75	5.6

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	LEGISLATIVE					
10-41-005	SALARIES - COUNCIL & COMMISSIO	1,200.00	1,200.00	23,500.00	22,300.00	5.1
10-41-131	EMPLOYEE BENEFIT-EMPLOYER FICA	91.80	91.80	2,000.00	1,908.20	4.6
10-41-133	EMPLOYEE BENEFIT - WORK. COMP.	11.92	11.92	500.00	488.08	2.4
10-41-134	EMPLOYEE BENEFIT - UI	.00	.00	.00	.00	.0
10-41-140	UNIFORMS	.00	.00	.00	.00	.0
10-41-210	BOOKS/SUBSCRIPTIONS/MEMBERSHIP	.00	.00	6,000.00	6,000.00	.0
10-41-230	TRAVEL & TRAINING	.00	.00	12,000.00	12,000.00	.0
10-41-240	OFFICE SUPPLIES AND EXPENSE	.00	.00	.00	.00	.0
10-41-370	PROFESSIONAL/TECHNICAL SERVICE	.00	.00	.00	.00	.0
10-41-494	YOUTH CITY COUNCIL	.00	.00	2,500.00	2,500.00	.0
10-41-620	MISCELLANEOUS	.00	.00	5,500.00	5,500.00	.0
10-41-740	EQUIPMENT	.00	.00	.00	.00	.0
10-41-925	DONATIONS TO COUNTRY FAIR DAYS	8,500.00	8,500.00	7,500.00	(1,000.00)	113.3
	TOTAL LEGISLATIVE	9,803.72	9,803.72	59,500.00	49,696.28	16.5
	JUDICIAL					
10-42-004	JUDGE SALARY	2,473.12	2,473.12	22,000.00	19,526.88	11.2
10-42-110	EMPLOYEE SALARIES	.00	.00	.00	.00	.0
10-42-130	EMPLOYEE BENEFIT - RETIREMENT	233.00	233.00	4,000.00	3,767.00	5.8
10-42-131	EMPLOYEE BENEFIT-EMPLOYER FICA	194.92	194.92	2,000.00	1,805.08	9.8
10-42-133	EMPLOYEE BENEFIT - WORK. COMP.	17.02	17.02	400.00	382.98	4.3
10-42-134	EMPLOYEE BENEFIT - UI	.00	.00	.00	.00	.0
10-42-135	EMPLOYEE BENEFIT - HEALTH INS.	.00	.00	.00	.00	.0
10-42-210	BOOKS/SUBSCRIPTIONS/MEMBERSHIP	.00	.00	200.00	200.00	.0
10-42-230	TRAVEL & TRAINING	150.00	150.00	3,400.00	3,250.00	4.4
10-42-240	OFFICE SUPPLIES & EXPENSE	262.71	262.71	1,000.00	737.29	26.3
10-42-243	COURT REFUNDS	.00	.00	.00	.00	.0
10-42-280	TELEPHONE	75.00	75.00	700.00	625.00	10.7
10-42-313	PROFESSIONAL/TECH. - ATTORNEY	.00	.00	10,000.00	10,000.00	.0
10-42-317	PROFESSIONAL/TECHNICAL-BAILIFF	.00	.00	5,000.00	5,000.00	.0
10-42-350	SOFTWARE MAINTENANCE	1,090.80	1,090.80	1,500.00	409.20	72.7
10-42-550	BANKING CHARGES	284.25	284.25	4,000.00	3,715.75	7.1
10-42-610	MISCELLANEOUS	.00	.00	1,500.00	1,500.00	.0
10-42-740	EQUIPMENT	.00	.00	300.00	300.00	.0
	TOTAL JUDICIAL	4,780.82	4,780.82	56,000.00	51,219.18	8.5

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	ADMINISTRATIVE					
10-43-110	FULL-TIME EMPLOYEE SALARIES	62,527.61	62,527.61	549,000.00	486,472.39	11.4
10-43-120	PART-TIME EMPLOYEE SALARIES	301.78	301.78	22,000.00	21,698.22	1.4
10-43-125	EMPLOYEE INCENTIVE	.00	.00	.00	.00	.0
10-43-130	EMPLOYEE BENEFIT - RETIREMENT	7,310.27	7,310.27	106,000.00	98,689.73	6.9
10-43-131	EMPLOYEE BENEFIT-EMPLOYER FICA	4,932.83	4,932.83	43,000.00	38,067.17	11.5
10-43-133	EMPLOYEE BENEFIT - WORK. COMP.	117.02	117.02	3,000.00	2,882.98	3.9
10-43-134	EMPLOYEE BENEFIT - UI	.00	.00	.00	.00	.0
10-43-135	EMPLOYEE BENEFIT - HEALTH INS.	9,159.29	9,159.29	112,000.00	102,840.71	8.2
10-43-136	HRA REIMBURSEMENT - HEALTH INS	3,300.00	3,300.00	3,500.00	200.00	94.3
10-43-137	EMPLOYEE TESTING	.00	.00	200.00	200.00	.0
10-43-140	UNIFORMS	.00	.00	.00	.00	.0
10-43-210	BOOKS/SUBSCRIPTIONS/MEMBERSHIP	.00	.00	4,000.00	4,000.00	.0
10-43-220	PUBLIC NOTICES	830.00	830.00	2,000.00	1,170.00	41.5
10-43-230	TRAVEL & TRAINING	600.00	600.00	29,000.00	28,400.00	2.1
10-43-240	OFFICE SUPPLIES & EXPENSE	406.56	406.56	13,000.00	12,593.44	3.1
10-43-250	EQUIPMENT - SUPPLIES AND MAINT	.00	.00	7,000.00	7,000.00	.0
10-43-252	EQUIPMENT MAINT. - CASELLE	.00	.00	.00	.00	.0
10-43-253	EQUIPMENT MAINT. - SOFTWARE	.00	.00	.00	.00	.0
10-43-256	FUEL EXPENSE	.00	.00	.00	.00	.0
10-43-262	GENERAL GOVERNMENT BUILDINGS	1,581.50	1,581.50	12,000.00	10,418.50	13.2
10-43-270	UTILITIES	.00	.00	5,000.00	5,000.00	.0
10-43-280	TELEPHONE	468.05	468.05	20,000.00	19,531.95	2.3
10-43-308	PROFESSIONAL & TECH - I.T.	.00	.00	26,000.00	26,000.00	.0
10-43-309	PROFESSIONAL & TECH - AUDITOR	.00	.00	35,000.00	35,000.00	.0
10-43-310	PROFESSIONAL/TECH. - PLANNER	.00	.00	.00	.00	.0
10-43-311	PRO & TECH - ECO DEVELOPMENT	.00	.00	.00	.00	.0
10-43-312	PROFESSIONAL & TECH. - ENGINR	.00	.00	.00	.00	.0
10-43-313	PROFESSIONAL/TECH. - ATTORNEY	1,584.00	1,584.00	60,000.00	58,416.00	2.6
10-43-314	ORDINANCE CODIFICATION	.00	.00	4,000.00	4,000.00	.0
10-43-316	ELECTIONS	.00	.00	.00	.00	.0
10-43-319	PROF./TECH. -SUBD. REVIEWS	.00	.00	.00	.00	.0
10-43-329	CITY MANAGER FUND	.00	.00	6,500.00	6,500.00	.0
10-43-350	SOFTWARE MAINTENANCE	4,175.27	4,175.27	36,000.00	31,824.73	11.6
10-43-510	INSURANCE & SURETY BONDS	80,399.58	80,399.58	85,000.00	4,600.42	94.6
10-43-550	BANKING CHARGES	.00	.00	1,300.00	1,300.00	.0
10-43-610	MISCELLANEOUS	179.43	179.43	3,500.00	3,320.57	5.1
10-43-620	MISCELLANEOUS	.00	.00	.00	.00	.0
10-43-621	CONTRIBUTIONS & DONATIONS	.00	.00	.00	.00	.0
10-43-625	CASH OVER AND SHORT	.00	.00	.00	.00	.0
10-43-720	BUILDINGS	.00	.00	.00	.00	.0
10-43-740	EQUIPMENT	.00	.00	5,000.00	5,000.00	.0
10-43-745	EQUIPMENT COSTING OVER $500	.00	.00	.00	.00	.0
10-43-841	TRANSFER TO RECREATION FUND	11,166.67	11,166.67	134,000.00	122,833.33	8.3
10-43-900	ADDITION TO FUND BALANCE	.00	.00	.00	.00	.0
10-43-910	TRANSFER TO CAP. PROJ. FUND	.00	.00	.00	.00	.0
10-43-920	TRANSFER TO WATER FUND	.00	.00	2,010,000.00	2,010,000.00	.0
	TOTAL ADMINISTRATIVE	189,039.86	189,039.86	3,337,000.00	3,147,960.14	5.7

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PUBLIC SAFETY					
10-54-310	SHERIFF'S DEPARTMENT	.00	.00	374,000.00	374,000.00	.0
10-54-311	ANIMAL CONTROL	.00	.00	.00	.00	.0
10-54-320	EMERGENCY PREPAREDNESS	.00	.00	7,000.00	7,000.00	.0
10-54-321	LIQUOR LAW ENFORCEMENT	.00	.00	7,000.00	7,000.00	.0
	TOTAL PUBLIC SAFETY	.00	.00	388,000.00	388,000.00	.0
	FIRE PROTECTION					
10-57-110	FULL-TIME EMPLOYEE SALARIES	14,896.16	14,896.16	132,000.00	117,103.84	11.3
10-57-120	PART-TIME EMPLOYEE SALARIES	75,261.24	75,261.24	654,000.00	578,738.76	11.5
10-57-130	EMPLOYEE BENEFIT - RETIREMENT	2,144.67	2,144.67	28,000.00	25,855.33	7.7
10-57-131	EMPLOYEE BENEFIT-EMPLOYER FICA	6,933.97	6,933.97	60,000.00	53,066.03	11.6
10-57-133	EMPLOYEE BENEFIT - WORK. COMP.	1,113.53	1,113.53	21,000.00	19,886.47	5.3
10-57-134	EMPLOYEE BENEFIT - UI	.00	.00	.00	.00	.0
10-57-135	EMPLOYEE BENEFIT - HEALTH INS.	672.03	672.03	9,000.00	8,327.97	7.5
10-57-137	EMPLOYEE TESTING	.00	.00	1,000.00	1,000.00	.0
10-57-140	UNIFORMS	.00	.00	10,000.00	10,000.00	.0
10-57-210	BOOKS/SUBSCRIPTIONS/MEMBERSHIP	.00	.00	2,000.00	2,000.00	.0
10-57-230	TRAVEL & TRAINING	10.00	10.00	21,500.00	21,490.00	.1
10-57-240	OFFICE SUPPLIES & EXPENSE	.00	.00	2,500.00	2,500.00	.0
10-57-250	EQUIPMENT SUPPLIES & MAINT.	508.44	508.44	30,000.00	29,491.56	1.7
10-57-255	VEHICLE LEASE	21,541.67	21,541.67	262,500.00	240,958.33	8.2
10-57-256	FUEL EXPENSE	.00	.00	11,000.00	11,000.00	.0
10-57-260	BUILDINGS & GROUNDS MAINT.	814.93	814.93	32,500.00	31,685.07	2.5
10-57-270	UTILITIES	.00	.00	13,000.00	13,000.00	.0
10-57-280	TELEPHONE	.00	.00	11,500.00	11,500.00	.0
10-57-350	SOFTWARE MAINTENANCE	1,090.80	1,090.80	.00	(1,090.80)	.0
10-57-370	PROFESSIONAL & TECH. SERVICES	4,297.67	4,297.67	51,000.00	46,702.33	8.4
10-57-375	PARAMEDIC SERVICES	.00	.00	.00	.00	.0
10-57-450	SPECIAL PUBLIC SAFETY SUPPLIES	890.25	890.25	45,000.00	44,109.75	2.0
10-57-530	INTEREST EXPENSE	428.27	428.27	2,000.00	1,571.73	21.4
10-57-550	BANKING CHARGES	.00	.00	500.00	500.00	.0
10-57-622	HEALTH & WELLNESS EXPENSES	.00	.00	.00	.00	.0
10-57-625	FIRST RESPONDER MENTAL HEALTH	.00	.00	15,000.00	15,000.00	.0
10-57-740	EQUIPMENT	.00	.00	8,500.00	8,500.00	.0
10-57-745	EQUIPMENT COSTING OVER $500	.00	.00	.00	.00	.0
10-57-811	BOND PRINCIPAL	.00	.00	29,000.00	29,000.00	.0
	TOTAL FIRE PROTECTION	130,603.63	130,603.63	1,452,500.00	1,321,896.37	9.0

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	COMMUNITY SERVICES					
10-58-004	SUPERVISOR SALARIES	.00	.00	.00	.00	.0
10-58-110	FULL-TIME EMPLOYEE SALARIES	22,713.32	22,713.32	208,000.00	185,286.68	10.9
10-58-120	PART-TIME EMPLOYEE SALARIES	10,421.24	10,421.24	6,000.00	(4,421.24)	173.7
10-58-130	EMPLOYEE BENEFIT - RETIREMENT	2,567.77	2,567.77	40,000.00	37,432.23	6.4
10-58-131	EMPLOYEE BENEFIT-EMPLOYER FICA	1,707.81	1,707.81	17,000.00	15,292.19	10.1
10-58-132	EMPLOYEE BENEFIT - 401K PLAN	.00	.00	.00	.00	.0
10-58-133	EMPLOYEE BENEFIT - WORK. COMP.	247.23	247.23	3,000.00	2,752.77	8.2
10-58-134	EMPLOYEE BENEFIT - UI	.00	.00	.00	.00	.0
10-58-135	EMPLOYEE BENEFIT - HEALTH INS.	5,282.68	5,282.68	70,000.00	64,717.32	7.6
10-58-137	EMPLOYEE TESTING	.00	.00	.00	.00	.0
10-58-140	UNIFORMS	.00	.00	2,500.00	2,500.00	.0
10-58-210	BOOKS/SUBSCRIPTIONS/MEMBERSHIP	400.00	400.00	1,000.00	600.00	40.0
10-58-230	TRAVEL & TRAINING	.00	.00	8,000.00	8,000.00	.0
10-58-240	OFFICE SUPPLIES	.00	.00	11,000.00	11,000.00	.0
10-58-250	EQUIPMENT SUPPLIES & MAINT.	(152.91)	(152.91)	1,500.00	1,652.91	(10.2)
10-58-255	VEHICLE LEASE	583.33	583.33	7,000.00	6,416.67	8.3
10-58-256	FUEL EXPENSE	.00	.00	500.00	500.00	.0
10-58-280	TELEPHONE	75.00	75.00	2,500.00	2,425.00	3.0
10-58-310	PROFESSIONAL & TCH. - PLANNER	.00	.00	.00	.00	.0
10-58-311	PROFESSIONAL & TECH - ECODEV	.00	.00	.00	.00	.0
10-58-312	PROFESSIONAL & TECH. - ENGINR	.00	.00	55,000.00	55,000.00	.0
10-58-319	PROF./TECH. -SUBD. REVIEWS	.00	.00	60,000.00	60,000.00	.0
10-58-325	PROFESSIONAL/TECHICAL - MAPS/G	.00	.00	8,000.00	8,000.00	.0
10-58-326	PROF. & TECH. - INSPECTIONS	4,145.00	4,145.00	40,000.00	35,855.00	10.4
10-58-331	COMMUNITY EVENTS	.00	.00	15,000.00	15,000.00	.0
10-58-350	SOFTWARE MAINTENANCE	12,602.56	12,602.56	31,500.00	18,897.44	40.0
10-58-370	PROFESSIONAL & TECH. SERVICES	.00	.00	.00	.00	.0
10-58-380	ABATEMENTS	.00	.00	6,000.00	6,000.00	.0
10-58-385	RENT OF BLDGS	.00	.00	14,000.00	14,000.00	.0
10-58-620	MISCELLANEOUS	.00	.00	5,000.00	5,000.00	.0
10-58-740	EQUIPMENT	.00	.00	1,500.00	1,500.00	.0
	TOTAL COMMUNITY SERVICES	60,593.03	60,593.03	614,000.00	553,406.97	9.9

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

GENERAL FUND

STREETS

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
10-60-110	FULL-TIME EMPLOYEE SALARIES	21,837.60	21,837.60	192,000.00	170,162.40	11.4
10-60-120	PART-TIME EMPLOYEE SALARIES	250.00	250.00	41,000.00	40,750.00	.6
10-60-130	EMPLOYEE BENEFIT - RETIREMENT	2,935.15	2,935.15	40,000.00	37,064.85	7.3
10-60-131	EMPLOYEE BENEFIT-EMPLOYER FICA	2,416.51	2,416.51	17,000.00	14,583.49	14.2
10-60-133	EMPLOYEE BENEFIT - WORK. COMP.	189.52	189.52	6,000.00	5,810.48	3.2
10-60-134	EMPLOYEE BENEFIT - UI	.00	.00	.00	.00	.0
10-60-135	EMPLOYEE BENEFIT - HEALTH INS.	2,779.89	2,779.89	36,000.00	33,220.11	7.7
10-60-137	EMPLOYEE TESTING	.00	.00	300.00	300.00	.0
10-60-140	UNIFORMS	53.82	53.82	3,000.00	2,946.18	1.8
10-60-210	BOOKS/SUBSCRIPTIONS/MEMBERSHIP	.00	.00	.00	.00	.0
10-60-230	TRAVEL & TRAINING	.00	.00	5,000.00	5,000.00	.0
10-60-240	OFFICE SUPPLIES	.00	.00	.00	.00	.0
10-60-250	EQUIPMENT SUPPLIES & MAINT.	597.93	597.93	12,500.00	11,902.07	4.8
10-60-255	VEHICLE LEASE	2,750.00	2,750.00	33,000.00	30,250.00	8.3
10-60-256	FUEL EXPENSE	.00	.00	8,900.00	8,900.00	.0
10-60-260	BUILDINGS & GROUNDS MAINT.	58.91	58.91	11,000.00	10,941.09	.5
10-60-270	UTILITIES (PW SHARED)	.00	.00	1,000.00	1,000.00	.0
10-60-271	UTILITIES - STREET LIGHTS	.00	.00	45,000.00	45,000.00	.0
10-60-280	TELEPHONE	241.50	241.50	3,000.00	2,758.50	8.1
10-60-312	PROFESSIONAL & TECH. - ENGINR	.00	.00	5,000.00	5,000.00	.0
10-60-325	PROFESSIONAL/TECHICAL - MAPS/G	.00	.00	4,000.00	4,000.00	.0
10-60-350	SOFTWARE MAINTENANCE	1,090.80	1,090.80	3,000.00	1,909.20	36.4
10-60-370	PROFESSIONAL & TECH. SERVICES	.00	.00	.00	.00	.0
10-60-385	RENT OF BLDGS	.00	.00	18,000.00	18,000.00	.0
10-60-410	SPECIAL HIGHWAY SUPPLIES	.00	.00	25,000.00	25,000.00	.0
10-60-411	SNOW REMOVAL SUPPLIES	890.08	890.08	45,000.00	44,109.92	2.0
10-60-415	MAILBOXES & STREET SIGNS	.00	.00	10,000.00	10,000.00	.0
10-60-416	STREET LIGHTS	699.46	699.46	15,000.00	14,300.54	4.7
10-60-420	WEED CONTROL	.00	.00	1,000.00	1,000.00	.0
10-60-422	CROSSWALK/STREET PAINTING	.00	.00	3,000.00	3,000.00	.0
10-60-424	CURB & GUTTER RESTORATION	.00	.00	.00	.00	.0
10-60-550	BANKING CHARGES	.00	.00	300.00	300.00	.0
	TOTAL STREETS	36,791.17	36,791.17	584,000.00	547,208.83	6.3

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	PARKS					
10-70-110	FULL-TIME EMPLOYEE SALARIES	25,022.83	25,022.83	232,000.00	206,977.17	10.8
10-70-120	PART-TIME EMPLOYEE SALARIES	2,992.67	2,992.67	18,000.00	15,007.33	16.6
10-70-130	EMPLOYEE BENEFIT - RETIREMENT	2,896.57	2,896.57	47,000.00	44,103.43	6.2
10-70-131	EMPLOYEE BENEFIT-EMPLOYER FICA	2,084.45	2,084.45	19,000.00	16,915.55	11.0
10-70-133	EMPLOYEE BENEFIT - WORK. COMP.	188.32	188.32	6,000.00	5,811.68	3.1
10-70-134	EMPLOYEE BENEFIT - UI	.00	.00	.00	.00	.0
10-70-135	EMPLOYEE BENEFIT - HEALTH INS.	5,286.11	5,286.11	98,000.00	92,713.89	5.4
10-70-137	EMPLOYEE TESTING	15.00	15.00	500.00	485.00	3.0
10-70-140	UNIFORMS	.00	.00	7,500.00	7,500.00	.0
10-70-230	TRAVEL & TRAINING	.00	.00	5,000.00	5,000.00	.0
10-70-250	EQUIPMENT SUPPLIES & MAINT.	1,815.27	1,815.27	25,000.00	23,184.73	7.3
10-70-255	VEHICLE LEASE	8,583.33	8,583.33	103,000.00	94,416.67	8.3
10-70-256	FUEL EXPENSE	.00	.00	10,000.00	10,000.00	.0
10-70-260	BUILDINGS & GROUNDS MAINT.	388.02	388.02	4,000.00	3,611.98	9.7
10-70-261	GROUNDS SUPPLIES & MAINTENANCE	8,788.74	8,788.74	78,000.00	69,211.26	11.3
10-70-270	UTILITIES	.00	.00	29,000.00	29,000.00	.0
10-70-280	TELEPHONE	312.48	312.48	4,000.00	3,687.52	7.8
10-70-312	PROFESSIONAL & TECH. - ENGINR	.00	.00	5,000.00	5,000.00	.0
10-70-350	SOFTWARE MAINTENANCE	1,090.80	1,090.80	1,500.00	409.20	72.7
10-70-385	RENT OF BLDGS	.00	.00	113,500.00	113,500.00	.0
10-70-430	TRAILS	.00	.00	1,500.00	1,500.00	.0
10-70-431	TREE PROGRAM	.00	.00	10,000.00	10,000.00	.0
10-70-435	SAFETY INCENTIVE PROGRAM	.00	.00	.00	.00	.0
10-70-550	BANKING CHARGES	.00	.00	500.00	500.00	.0
10-70-626	UTA PARK AND RIDE	119.71	119.71	14,000.00	13,880.29	.9
10-70-730	IMPROVEMENTS OTHER THAN BLDGS	.00	.00	.00	.00	.0
10-70-735	ENHANCEMENTS - RAP	.00	.00	.00	.00	.0
10-70-740	EQUIPMENT	.00	.00	.00	.00	.0
10-70-960	TRRR FROM STORM DRAIN - REIMB.	(6,958.33)	(6,958.33)	(83,500.00)	(76,541.67)	(8.3)
	TOTAL PARKS	52,625.97	52,625.97	748,500.00	695,874.03	7.0
	TOTAL FUND EXPENDITURES	484,238.20	484,238.20	7,239,500.00	6,755,261.80	6.7
	NET REVENUE OVER EXPENDITURES	(76,973.95)	(76,973.95)	.00	76,973.95	.0

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

RECREATION FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	SOURCE 31					
20-31-309	RAP TAX RECREATION	.00	.00	.00	.00	.0
	TOTAL SOURCE 31	.00	.00	.00	.00	.0
	RECREATION REVENUE					
20-34-720	RENTAL - ACTIVITY CENTER	650.00	650.00	14,000.00	13,350.00	4.6
20-34-751	MEMBERSHIP FEES	1,020.00	1,020.00	25,000.00	23,980.00	4.1
20-34-752	COMPETITION LEAGUE FEES	336.00	336.00	22,500.00	22,164.00	1.5
20-34-753	MISC REVENUE	.00	.00	1,000.00	1,000.00	.0
20-34-754	COMPETITION BASEBALL	80.00	80.00	1,000.00	920.00	8.0
20-34-755	BASKETBALL	2,715.00	2,715.00	13,500.00	10,785.00	20.1
20-34-756	BASEBALL & SOFTBALL	.00	.00	11,000.00	11,000.00	.0
20-34-757	SOCCER	2,791.00	2,791.00	15,000.00	12,209.00	18.6
20-34-758	FLAG FOOTBALL	3,350.00	3,350.00	4,500.00	1,150.00	74.4
20-34-759	VOLLEYBALL	875.00	875.00	2,000.00	1,125.00	43.8
20-34-760	WRESTLING	.00	.00	1,500.00	1,500.00	.0
20-34-761	PICKLEBALL	.00	.00	1,000.00	1,000.00	.0
20-34-763	SUMMER CAMPS	155.00	155.00	3,000.00	2,845.00	5.2
20-34-765	FAC CONCESSIONS	88.00	88.00	500.00	412.00	17.6
20-34-811	SALES TAX BOND PMT-RESTRICTED	.00	.00	.00	.00	.0
20-34-841	GRAVEL PIT FEES	.00	.00	11,000.00	11,000.00	.0
	TOTAL RECREATION REVENUE	12,060.00	12,060.00	126,500.00	114,440.00	9.5
	SOURCE 36					
20-36-895	RENTAL OF UNIFORMS AND EQUIP	897.00	897.00	.00	(897.00)	.0
	TOTAL SOURCE 36	897.00	897.00	.00	(897.00)	.0
	SOURCE 37					
20-37-100	INTEREST EARNINGS	.00	.00	12,000.00	12,000.00	.0
	TOTAL SOURCE 37	.00	.00	12,000.00	12,000.00	.0
	CONTRIBUTIONS & TRANSFERS					
20-39-091	TRANSFER FROM CAPITAL PROJECTS	.00	.00	.00	.00	.0
20-39-470	TRANSFER FROM OTHER FUNDS	11,166.67	11,166.67	133,000.00	121,833.33	8.4
20-39-800	TRANSFER FROM IMPACT FEE FUND	.00	.00	10,000.00	10,000.00	.0
20-39-900	FUND BALANCE TO BE APPROPRIATE	.00	.00	132,500.00	132,500.00	.0
	TOTAL CONTRIBUTIONS & TRANSFERS	11,166.67	11,166.67	275,500.00	264,333.33	4.1

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

RECREATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND REVENUE	24,123.67	24,123.67	414,000.00	389,876.33	5.8

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

RECREATION FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	RECREATION EXPENDITURES					
20-71-110	FULL-TIME EMPLOYEE SALARIES	8,855.80	8,855.80	77,000.00	68,144.20	11.5
20-71-120	PART-TIME EMPLOYEE SALARIES	7,915.01	7,915.01	81,000.00	73,084.99	9.8
20-71-130	EMPLOYEE BENEFIT - RETIREMENT	982.83	982.83	16,000.00	15,017.17	6.1
20-71-131	EMPLOYEE BENEFIT-EMPLOYER FICA	1,335.79	1,335.79	12,000.00	10,664.21	11.1
20-71-133	EMPLOYEE BENEFIT - WORK. COMP.	98.22	98.22	3,000.00	2,901.78	3.3
20-71-134	EMPLOYEE BENEFIT - UI	.00	.00	.00	.00	.0
20-71-135	EMPLOYEE BENEFIT - HEALTH INS.	1,502.28	1,502.28	6,000.00	4,497.72	25.0
20-71-137	EMPLOYEE TESTING	.00	.00	500.00	500.00	.0
20-71-210	BOOKS/SUBSCRIPTIONS/MEMBERSHIP	.00	.00	.00	.00	.0
20-71-230	TRAVEL & TRAINING	.00	.00	2,000.00	2,000.00	.0
20-71-240	OFFICE SUPPLIES AND EXPENSE	146.06	146.06	1,500.00	1,353.94	9.7
20-71-241	MATERIALS & SUPPLIES	400.96	400.96	3,000.00	2,599.04	13.4
20-71-250	EQUIPMENT SUPPLIES & MAINT.	.00	.00	1,000.00	1,000.00	.0
20-71-255	VEHICLE LEASE	500.00	500.00	6,000.00	5,500.00	8.3
20-71-256	FUEL EXPENSE	.00	.00	500.00	500.00	.0
20-71-262	GENERAL GOVERNMENT BUILDINGS	.00	.00	2,000.00	2,000.00	.0
20-71-270	UTILITIES	.00	.00	12,000.00	12,000.00	.0
20-71-280	TELEPHONE	75.00	75.00	1,500.00	1,425.00	5.0
20-71-331	PROMOTIONS	.00	.00	.00	.00	.0
20-71-340	PROGRAM OFFICIALS	.00	.00	.00	.00	.0
20-71-350	SOFTWARE MAINTENANCE	1,466.80	1,466.80	4,000.00	2,533.20	36.7
20-71-370	PROFESSIONAL/TECHNICAL SERVICE	.00	.00	.00	.00	.0
20-71-390	VOLUNTEER BACKGROUND CHECKS	.00	.00	2,500.00	2,500.00	.0
20-71-480	REC BASKETBALL	.00	.00	13,500.00	13,500.00	.0
20-71-481	BASEBALL & SOFTBALL	.00	.00	8,500.00	8,500.00	.0
20-71-482	SOCCER	.00	.00	7,500.00	7,500.00	.0
20-71-483	FLAG FOOTBALL	.00	.00	4,000.00	4,000.00	.0
20-71-484	VOLLEYBALL	.00	.00	2,500.00	2,500.00	.0
20-71-485	SUMMER FUN	.00	.00	2,000.00	2,000.00	.0
20-71-486	SR LUNCHEON	.00	.00	.00	.00	.0
20-71-488	COMPETITION BASKETBALL	.00	.00	14,000.00	14,000.00	.0
20-71-489	COMPETITION BASEBALL	.00	.00	2,000.00	2,000.00	.0
20-71-491	ADULT PROGRAMS	.00	.00	500.00	500.00	.0
20-71-492	PICKLEBALL/ WRESTLING	.00	.00	3,000.00	3,000.00	.0
20-71-493	SUMMER CAMPS	884.83	884.83	3,000.00	2,115.17	29.5
20-71-495	FAC CONCESSIONS	.00	.00	500.00	500.00	.0
20-71-510	INSURANCE & SURETY BONDS	.00	.00	.00	.00	.0
20-71-530	INTEREST EXPENSE	1,101.28	1,101.28	5,000.00	3,898.72	22.0
20-71-550	BANKING CHARGES	80.81	80.81	2,000.00	1,919.19	4.0
20-71-610	MISCELLANEOUS	.00	.00	1,500.00	1,500.00	.0
20-71-625	CASH OVER AND SHORT	.00	.00	.00	.00	.0
20-71-740	EQUIPMENT	.00	.00	8,000.00	8,000.00	.0
20-71-811	BOND PRINCIPAL	.00	.00	75,000.00	75,000.00	.0
20-71-900	TRANSFER TO FUND BALANCE	.00	.00	.00	.00	.0
20-71-915	TRANSFER TO ADMIN. SERVICES	2,500.00	2,500.00	30,000.00	27,500.00	8.3
	TOTAL RECREATION EXPENDITURES	27,845.67	27,845.67	414,000.00	386,154.33	6.7

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

RECREATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	27,845.67	27,845.67	414,000.00	386,154.33	6.7
NET REVENUE OVER EXPENDITURES	(3,722.00)	(3,722.00)	.00	3,722.00	.0

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

SEWER IMPACT FEE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUE					
21-37-100	INTEREST EARNINGS	.00	.00	10,000.00	10,000.00	.0
21-37-200	IMPACT FEES	1,130.00	1,130.00	20,000.00	18,870.00	5.7
	TOTAL REVENUE	1,130.00	1,130.00	30,000.00	28,870.00	3.8
	CONTRIBUTIONS & TRANSFERS					
21-39-500	CONTRIBUTION FROM FUND BAL	.00	.00	58,000.00	58,000.00	.0
21-39-900	FUND BAL TO BE APPROPRIATED	.00	.00	.00	.00	.0
	TOTAL CONTRIBUTIONS & TRANSFERS	.00	.00	58,000.00	58,000.00	.0
	TOTAL FUND REVENUE	1,130.00	1,130.00	88,000.00	86,870.00	1.3

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

SEWER IMPACT FEE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENDITURES					
21-40-760	SEWER IMPACT FEE PROJECTS	.00	.00	.00	.00	.0
21-40-800	SEWER FUND BALANCE	.00	.00	.00	.00	.0
	TOTAL EXPENDITURES	.00	.00	.00	.00	.0
	DEPARTMENT 71					
21-71-255	VEHICLE LEASE	.00	.00	.00	.00	.0
	TOTAL DEPARTMENT 71	.00	.00	.00	.00	.0
	DEPARTMENT 80					
21-80-800	TRANSFERS	.00	.00	88,000.00	88,000.00	.0
	TOTAL DEPARTMENT 80	.00	.00	88,000.00	88,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	88,000.00	88,000.00	.0
	NET REVENUE OVER EXPENDITURES	1,130.00	1,130.00	.00	(1,130.00)	.0

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

STORM SEWER IMPACT FEE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUE					
22-37-100	INTEREST EARNINGS	.00	.00	500.00	500.00	.0
22-37-200	IMPACT FEES	2,552.00	2,552.00	29,500.00	26,948.00	8.7
	TOTAL REVENUE	2,552.00	2,552.00	30,000.00	27,448.00	8.5
	CONTRIBUTIONS & TRANSFERS					
22-39-470	TRANSFER FROM OTHER FUNDS	.00	.00	1,020,000.00	1,020,000.00	.0
22-39-900	FUND BAL TO BE APPROPRIATED	.00	.00	.00	.00	.0
	TOTAL CONTRIBUTIONS & TRANSFERS	.00	.00	1,020,000.00	1,020,000.00	.0
	TOTAL FUND REVENUE	2,552.00	2,552.00	1,050,000.00	1,047,448.00	.2

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

STORM SEWER IMPACT FEE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENDITURES					
22-40-760	PROJECTS	.00	.00	.00	.00	.0
22-40-799	FACILITIES	.00	.00	.00	.00	.0
22-40-800	STORM SEWER FUND BALANCE	.00	.00	.00	.00	.0
	TOTAL EXPENDITURES	.00	.00	.00	.00	.0
	DEPARTMENT 80					
22-80-800	TRANSFERS	.00	.00	1,050,000.00	1,050,000.00	.0
	TOTAL DEPARTMENT 80	.00	.00	1,050,000.00	1,050,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	1,050,000.00	1,050,000.00	.0
	NET REVENUE OVER EXPENDITURES	2,552.00	2,552.00	.00	(2,552.00)	.0

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

PARK IMPACT FEE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUE					
23-37-100	INTEREST EARNINGS	.00	.00	1,000.00	1,000.00	.0
23-37-200	IMPACT FEES	4,192.00	4,192.00	60,000.00	55,808.00	7.0
	TOTAL REVENUE	4,192.00	4,192.00	61,000.00	56,808.00	6.9
	CONTRIBUTIONS & TRANSFERS					
23-39-900	FUND BAL TO BE APPROPRIATED	.00	.00	.00	.00	.0
	TOTAL CONTRIBUTIONS & TRANSFERS	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	4,192.00	4,192.00	61,000.00	56,808.00	6.9

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

PARK IMPACT FEE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENDITURES					
23-40-760	PROJECTS	.00	.00	.00	.00	.0
23-40-900	TRANSFER TO FUND BALANCE	.00	.00	.00	.00	.0
	TOTAL EXPENDITURES	.00	.00	.00	.00	.0
	DEPARTMENT 80					
23-80-800	TRANSFERS	.00	.00	61,000.00	61,000.00	.0
	TOTAL DEPARTMENT 80	.00	.00	61,000.00	61,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	61,000.00	61,000.00	.0
	NET REVENUE OVER EXPENDITURES	4,192.00	4,192.00	.00	(4,192.00)	.0

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

ROAD IMPACT FEE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUE					
24-37-100	INTEREST EARNINGS	.00	.00	5,500.00	5,500.00	.0
24-37-200	IMPACT FEES	7,048.00	7,048.00	40,000.00	32,952.00	17.6
	TOTAL REVENUE	7,048.00	7,048.00	45,500.00	38,452.00	15.5
	CONTRIBUTIONS & TRANSFERS					
24-39-500	CONTRIBUTION FROM FUND BAL	.00	.00	6,500.00	6,500.00	.0
24-39-900	FUND BAL TO BE APPROPRIATED	.00	.00	.00	.00	.0
	TOTAL CONTRIBUTIONS & TRANSFERS	.00	.00	6,500.00	6,500.00	.0
	TOTAL FUND REVENUE	7,048.00	7,048.00	52,000.00	44,952.00	13.6

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

ROAD IMPACT FEE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENDITURES					
24-40-760	PROJECTS	.00	.00	.00	.00	.0
24-40-799	FACILITIES	.00	.00	.00	.00	.0
24-40-900	TRANSFER TO FUND BALANCE	.00	.00	.00	.00	.0
	TOTAL EXPENDITURES	.00	.00	.00	.00	.0
	DEPARTMENT 80					
24-80-800	TRANSFERS	.00	.00	52,000.00	52,000.00	.0
	TOTAL DEPARTMENT 80	.00	.00	52,000.00	52,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	52,000.00	52,000.00	.0
	NET REVENUE OVER EXPENDITURES	7,048.00	7,048.00	.00	(7,048.00)	.0

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

COUNTRY FAIR DAYS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
25-37-100	INTEREST EARNINGS	.00	.00	.00	.00	.0
	TOTAL SOURCE 37	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	.00	.00	.00	.00	.0
	NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

WATER IMPACT FEE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUE					
26-37-100	INTEREST EARNINGS	.00	.00	2,000.00	2,000.00	.0
26-37-200	IMPACT FEES	2,870.00	2,870.00	10,000.00	7,130.00	28.7
	TOTAL REVENUE	2,870.00	2,870.00	12,000.00	9,130.00	23.9
	CONTRIBUTIONS & TRANSFERS					
26-39-900	FND BALANCE TO BE APPROPRIATED	.00	.00	77,000.00	77,000.00	.0
	TOTAL CONTRIBUTIONS & TRANSFERS	.00	.00	77,000.00	77,000.00	.0
	TOTAL FUND REVENUE	2,870.00	2,870.00	89,000.00	86,130.00	3.2

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

WATER IMPACT FEE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	DEPARTMENT 40					
26-40-760	PROJECTS	.00	.00	.00	.00	.0
26-40-799	FACILITIES	.00	.00	.00	.00	.0
	TOTAL DEPARTMENT 40	.00	.00	.00	.00	.0
	TRANSFERS					
26-80-800	TRANSFERS	.00	.00	89,000.00	89,000.00	.0
26-80-900	CONTRIBUTION TO FUND BALANCE	.00	.00	.00	.00	.0
	TOTAL TRANSFERS	.00	.00	89,000.00	89,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	89,000.00	89,000.00	.0
	NET REVENUE OVER EXPENDITURES	2,870.00	2,870.00	.00	(2,870.00)	.0

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

RECREATION IMPACT FEE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUE					
27-37-100	INTEREST EARNINGS	.00	.00	.00	.00	.0
27-37-200	IMPACT FEES	1,668.00	1,668.00	10,000.00	8,332.00	16.7
	TOTAL REVENUE	1,668.00	1,668.00	10,000.00	8,332.00	16.7
	CONTRIBUTIONS & TRANSFERS					
27-39-470	TRANSFER FROM OTHER FUNDS	.00	.00	.00	.00	.0
27-39-900	FUND BAL TO BE APPROPRIATED	.00	.00	.00	.00	.0
	TOTAL CONTRIBUTIONS & TRANSFERS	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	1,668.00	1,668.00	10,000.00	8,332.00	16.7

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

RECREATION IMPACT FEE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENDITURES					
27-40-760	PROJECTS	.00	.00	.00	.00	.0
27-40-799	FACILITIES	.00	.00	.00	.00	.0
	TOTAL EXPENDITURES	.00	.00	.00	.00	.0
	DEPARTMENT 80					
27-80-800	TRANSFERS	.00	.00	10,000.00	10,000.00	.0
	TOTAL DEPARTMENT 80	.00	.00	10,000.00	10,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	10,000.00	10,000.00	.0
	NET REVENUE OVER EXPENDITURES	1,668.00	1,668.00	.00	(1,668.00)	.0

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

LOCAL BUILDING AUTHORITY

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
28-36-100	INTEREST EARNINGS	5,925.26	5,925.26	11,000.00	5,074.74	53.9
28-36-250	LEASES	.00	.00	707,000.00	707,000.00	.0
28-36-700	SALE OF BONDS	.00	.00	.00	.00	.0
28-36-900	FUND BAL TO BE APPROPRIATED	.00	.00	125,000.00	125,000.00	.0
28-36-910	LBA DEPT SERVICE CHARGES	2,351.63	2,351.63	50,000.00	47,648.37	4.7
	TOTAL SOURCE 36	8,276.89	8,276.89	893,000.00	884,723.11	.9
	TOTAL FUND REVENUE	8,276.89	8,276.89	893,000.00	884,723.11	.9

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

LOCAL BUILDING AUTHORITY

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	LBA - PUBLIC WORKS					
28-44-260	PW BLDG & GROUND MAINT.	2,351.63	2,351.63	24,000.00	21,648.37	9.8
28-44-270	PW UTILITIES	.00	.00	24,000.00	24,000.00	.0
28-44-530	INTEREST EXPENSE	.00	.00	390,000.00	390,000.00	.0
28-44-650	DEPRECIATION	.00	.00	.00	.00	.0
28-44-710	LAND	.00	.00	.00	.00	.0
28-44-720	BUILDINGS	.00	.00	.00	.00	.0
28-44-730	IMPROV. OTHER THAN BLDGS.	.00	.00	.00	.00	.0
28-44-740	MACHINERY AND EQUIPMENT	.00	.00	.00	.00	.0
28-44-811	BOND PRINCIPAL	.00	.00	320,000.00	320,000.00	.0
28-44-828	TRANSFER TO SWC	.00	.00	.00	.00	.0
28-44-840	COST OF ISSUANCE	.00	.00	125,000.00	125,000.00	.0
28-44-900	ADDITION TO FUND BALANCE	.00	.00	10,000.00	10,000.00	.0
	TOTAL LBA - PUBLIC WORKS	2,351.63	2,351.63	893,000.00	890,648.37	.3
	TOTAL FUND EXPENDITURES	2,351.63	2,351.63	893,000.00	890,648.37	.3
	NET REVENUE OVER EXPENDITURES	5,925.26	5,925.26	.00	(5,925.26)	.0

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

PUBLIC SAFETY IMPACT FEE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	REVENUE					
29-37-100	INTEREST EARNINGS	.00	.00	.00	.00	.0
29-37-200	IMPACT FEES	252.00	252.00	3,000.00	2,748.00	8.4
	TOTAL REVENUE	252.00	252.00	3,000.00	2,748.00	8.4
	CONTRIBUTIONS & TRANSFERS					
29-39-470	TRANSFER FROM OTHER FUNDS	.00	.00	.00	.00	.0
29-39-900	FUND BAL TO BE APPROPRIATED	.00	.00	.00	.00	.0
	TOTAL CONTRIBUTIONS & TRANSFERS	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	252.00	252.00	3,000.00	2,748.00	8.4

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

PUBLIC SAFETY IMPACT FEE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENDITURES					
29-40-760	PROJECTS	.00	.00	.00	.00	.0
29-40-799	FACILITIES	.00	.00	.00	.00	.0
	TOTAL EXPENDITURES	.00	.00	.00	.00	.0
	DEPARTMENT 80					
29-80-800	TRANSFERS	.00	.00	3,000.00	3,000.00	.0
	TOTAL DEPARTMENT 80	.00	.00	3,000.00	3,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	3,000.00	3,000.00	.0
	NET REVENUE OVER EXPENDITURES	252.00	252.00	.00	(252.00)	.0

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

CAPITAL PROJECTS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	SOURCE 31					
45-31-300	SALES AND USE TAX	.00	.00	230,000.00	230,000.00	.0
45-31-309	RAP TAX- CAPITAL PROJECTS	.00	.00	.00	.00	.0
	TOTAL SOURCE 31	.00	.00	230,000.00	230,000.00	.0
	INTERGOVERNMENTAL REVENUE					
45-33-400	STATE GRANTS	.00	.00	.00	.00	.0
45-33-500	FEDERAL GRANT - CARES ACT/ARPA	.00	.00	206,000.00	206,000.00	.0
	TOTAL INTERGOVERNMENTAL REVENUE	.00	.00	206,000.00	206,000.00	.0
	CHARGES FOR SERVICES					
45-34-270	DEVELOPER PMTS FOR IMPROV.	.00	.00	.00	.00	.0
45-34-435	DONATIONS - CMP RAIL ROAD	.00	.00	.00	.00	.0
45-34-440	CONTRIBUTIONS	.00	.00	.00	.00	.0
45-34-445	CONTRIBUTIONS - RESTRICTED	.00	.00	.00	.00	.0
	TOTAL CHARGES FOR SERVICES	.00	.00	.00	.00	.0
	MISCELLANEOUS REVENUE					
45-36-100	INTEREST EARNINGS	.00	.00	50,000.00	50,000.00	.0
45-36-110	SALE OF PROPERTY	.00	.00	.00	.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	50,000.00	50,000.00	.0
	CONTRIBUTIONS AND TRANSFERS					
45-39-380	FUND SURPLUS-UNRESTRICTED	.00	.00	.00	.00	.0
45-39-395	TRANS FROM GENERAL FUND	.00	.00	.00	.00	.0
45-39-470	TRANSFER FROM OTHER FUNDS	.00	.00	.00	.00	.0
45-39-500	FUND BALANCE TO BE APPROPRIATE	.00	.00	.00	.00	.0
45-39-800	TRANSFER FROM IMPACT FEES	.00	.00	41,000.00	41,000.00	.0
45-39-810	TRANSFER FROM CLASS "C"	.00	.00	.00	.00	.0
45-39-828	TRANSFER FROM LBA	.00	.00	.00	.00	.0
45-39-900	FUND BAL TO BE APPROPRIATED	.00	.00	455,000.00	455,000.00	.0
	TOTAL CONTRIBUTIONS AND TRANSFERS	.00	.00	496,000.00	496,000.00	.0
	TOTAL FUND REVENUE	.00	.00	982,000.00	982,000.00	.0

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

CAPITAL PROJECTS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
45-43-730	ADMIN - IMPROV OTHER THAN BLDG	.00	.00	.00	.00	.0
45-43-740	EQUIPMENT	.00	.00	30,000.00	30,000.00	.0
	TOTAL DEPARTMENT 43	.00	.00	30,000.00	30,000.00	.0
	DEPARTMENT 51					
45-51-920	TRANSFER TO WATER FUND	.00	.00	98,000.00	98,000.00	.0
	TOTAL DEPARTMENT 51	.00	.00	98,000.00	98,000.00	.0
	DEPARTMENT 57					
45-57-720	BUILDINGS	.00	.00	.00	.00	.0
45-57-730	IMPROV. OTHER THAN BLDGS.	16,677.27	16,677.27	.00	(16,677.27)	.0
45-57-740	EQUIPMENT	21,541.67	21,541.67	306,000.00	284,458.33	7.0
45-57-860	TRANSFER FLEET	.00	.00	262,500.00	262,500.00	.0
	TOTAL DEPARTMENT 57	38,218.94	38,218.94	568,500.00	530,281.06	6.7
	DEPARTMENT 58					
45-58-740	EQUIPMENT	.00	.00	.00	.00	.0
	TOTAL DEPARTMENT 58	.00	.00	.00	.00	.0
	DEPARTMENT 60					
45-60-710	LAND	.00	.00	.00	.00	.0
45-60-720	1040BUILDINGS	.00	.00	.00	.00	.0
45-60-730	STREETS-IMP OTHER THAN BLDG	.00	.00	50,000.00	50,000.00	.0
45-60-740	EQUIPMENT	.00	.00	.00	.00	.0
	TOTAL DEPARTMENT 60	.00	.00	50,000.00	50,000.00	.0
	DEPARTMENT 70					
45-70-710	LAND	.00	.00	.00	.00	.0
45-70-730	IMPROVEMENTS OTHER THAN BLDGS	.00	.00	.00	.00	.0
45-70-740	EQUIPMENT	.00	.00	25,000.00	25,000.00	.0
	TOTAL DEPARTMENT 70	.00	.00	25,000.00	25,000.00	.0

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

CAPITAL PROJECTS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	DEPARTMENT 71					
45-71-730	REC- IMPROV. OTHER THAN BLDGS.	.00	.00	200,000.00	200,000.00	.0
	TOTAL DEPARTMENT 71	.00	.00	200,000.00	200,000.00	.0
	DEPARTMENT 90					
45-90-850	TRANSFER TO TRANS. UTIL. FUND	.00	.00	.00	.00	.0
45-90-900	TRANSFER TO FUND BALANCE	.00	.00	10,500.00	10,500.00	.0
	TOTAL DEPARTMENT 90	.00	.00	10,500.00	10,500.00	.0
	TOTAL FUND EXPENDITURES	38,218.94	38,218.94	982,000.00	943,781.06	3.9
	NET REVENUE OVER EXPENDITURES	(38,218.94)	(38,218.94)	.00	38,218.94	.0

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

WATER UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	INTERGOVERNMENTAL REVENUE					
51-33-500	FEDERAL GRANT - CARES ACT	.00	.00	.00	.00	.0
	TOTAL INTERGOVERNMENTAL REVENUE	.00	.00	.00	.00	.0
	SOURCE 34					
51-34-270	DEVELOPER PMTS FOR IMPROVMNTS	.00	.00	.00	.00	.0
	TOTAL SOURCE 34	.00	.00	.00	.00	.0
	MISCELLANEOUS REVENUE					
51-36-100	INTEREST EARNINGS	.00	.00	64,000.00	64,000.00	.0
51-36-300	MISC UTILITY REVENUE	.00	.00	.00	.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	64,000.00	64,000.00	.0
	WATER UTILITIES REVENUE					
51-37-100	WATER SALES	125,541.95	125,541.95	1,750,000.00	1,624,458.05	7.2
51-37-105	WATER CONNECTION FEE	1,503.00	1,503.00	12,500.00	10,997.00	12.0
51-37-130	PENALTIES	4,550.00	4,550.00	42,000.00	37,450.00	10.8
	TOTAL WATER UTILITIES REVENUE	131,594.95	131,594.95	1,804,500.00	1,672,905.05	7.3
	SOURCE 38					
51-38-820	CONTRIBUTIONS FROM IMPACT FEES	.00	.00	89,000.00	89,000.00	.0
51-38-900	SUNDRY REVENUES	.00	.00	.00	.00	.0
51-38-910	CAPITAL CONTRIBUTIONS	.00	.00	.00	.00	.0
51-38-920	GAIN/LOSS ON SALE OF ASSETS	.00	.00	.00	.00	.0
	TOTAL SOURCE 38	.00	.00	89,000.00	89,000.00	.0
	CONTRIBUTIONS AND TRANSFERS					
51-39-470	TRANSFER FROM OTHER FUNDS	.00	.00	3,630,000.00	3,630,000.00	.0
51-39-900	FUND BAL TO BE APPROPRIATED	.00	.00	1,177,000.00	1,177,000.00	.0
	TOTAL CONTRIBUTIONS AND TRANSFERS	.00	.00	4,807,000.00	4,807,000.00	.0
	TOTAL FUND REVENUE	131,594.95	131,594.95	6,764,500.00	6,632,905.05	2.0

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

WATER UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENDITURES					
51-40-110	FULL-TIME EMPLOYEE SALARIES	19,634.39	19,634.39	178,000.00	158,365.61	11.0
51-40-120	PART-TIME EMPLOYEE SALARIES	.00	.00	.00	.00	.0
51-40-130	EMPLOYEE BENEFIT - RETIREMENT	2,366.38	2,366.38	37,000.00	34,633.62	6.4
51-40-131	EMPLOYEE BENEFIT-EMPLOYER FICA	1,756.60	1,756.60	14,000.00	12,243.40	12.6
51-40-133	EMPLOYEE BENEFIT - WORK. COMP.	166.98	166.98	4,000.00	3,833.02	4.2
51-40-134	EMPLOYEE BENEFIT - UI	.00	.00	.00	.00	.0
51-40-135	EMPLOYEE BENEFIT - HEALTH INS.	2,471.08	2,471.08	31,000.00	28,528.92	8.0
51-40-137	EMPLOYEE TESTING	.00	.00	500.00	500.00	.0
51-40-140	UNIFORMS	.00	.00	2,000.00	2,000.00	.0
51-40-210	BOOKS/SUBSCRIPTIONS/MEMBERSHIP	690.00	690.00	3,000.00	2,310.00	23.0
51-40-230	TRAVEL & TRAINING	.00	.00	8,500.00	8,500.00	.0
51-40-240	OFFICE SUPPLIES & EXPENSE	179.82	179.82	2,000.00	1,820.18	9.0
51-40-250	EQUIPMENT SUPPLIES & MAINT.	166.25	166.25	10,000.00	9,833.75	1.7
51-40-255	VEHICLE LEASE	8,458.33	8,458.33	101,500.00	93,041.67	8.3
51-40-256	FUEL EXPENSE	.00	.00	10,000.00	10,000.00	.0
51-40-260	BUILDINGS & GROUNDS MAINT.	740.76	740.76	8,000.00	7,259.24	9.3
51-40-262	GENERAL GOVERNMENT BUILDINGS	.00	.00	.00	.00	.0
51-40-270	UTILITIES	.00	.00	30,000.00	30,000.00	.0
51-40-280	TELEPHONE	281.17	281.17	3,000.00	2,718.83	9.4
51-40-312	PROFESSIONAL & TECH. - ENGINR	.00	.00	10,000.00	10,000.00	.0
51-40-318	PROFESSIONAL TECHNICAL	.00	.00	2,000.00	2,000.00	.0
51-40-325	PROFESSIONAL/TECHICAL - MAPS/G	.00	.00	5,000.00	5,000.00	.0
51-40-350	SOFTWARE MAINTENANCE	2,181.60	2,181.60	11,000.00	8,818.40	19.8
51-40-370	UTILITY BILLING	1,616.52	1,616.52	17,000.00	15,383.48	9.5
51-40-385	RENT OF BLDGS	.00	.00	220,000.00	220,000.00	.0
51-40-480	SPECIAL WATER SUPPLIES	550.00	550.00	7,000.00	6,450.00	7.9
51-40-481	WATER PURCHASES	.00	.00	500,000.00	500,000.00	.0
51-40-483	EMERGENCY LEAKS & REPAIRS	.00	.00	.00	.00	.0
51-40-485	FIRE HYDRANT UPDATE	.00	.00	25,000.00	25,000.00	.0
51-40-490	O & M CHARGE	4,265.34	4,265.34	107,000.00	102,734.66	4.0
51-40-495	METER REPLACEMENTS	.00	.00	100,000.00	100,000.00	.0
51-40-530	INTEREST EXPENSE	.00	.00	100,000.00	100,000.00	.0
51-40-540	CUSTOMER ASSISTANCE PROGRAM	.00	.00	.00	.00	.0
51-40-550	BANKING CHARGES	373.31	373.31	7,000.00	6,626.69	5.3
51-40-650	DEPRECIATION	.00	.00	335,000.00	335,000.00	.0
51-40-730	IMPROVEMENTS OTHER THAN BLDGS	.00	.00	4,620,000.00	4,620,000.00	.0
51-40-740	EQUIPMENT	.00	.00	.00	.00	.0
51-40-750	CAPITAL OUTLAY - VEHICLES	.00	.00	.00	.00	.0
51-40-811	BOND PRINCIPAL	.00	.00	120,000.00	120,000.00	.0
51-40-900	TRANSFER TO FUND BALANCE	.00	.00	.00	.00	.0
51-40-915	TRANSFER TO ADMIN SERVICES	11,333.33	11,333.33	136,000.00	124,666.67	8.3
51-40-950	CONTRI. TO FUND BALANCE - RSRV	.00	.00	.00	.00	.0
	TOTAL EXPENDITURES	57,231.86	57,231.86	6,764,500.00	6,707,268.14	.9

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

WATER UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	DEPARTMENT 80					
51-80-512	CONTRIBUTIONS	.00	.00	.00	.00	.0
	TOTAL DEPARTMENT 80	.00	.00	.00	.00	.0
	TOTAL FUND EXPENDITURES	57,231.86	57,231.86	6,764,500.00	6,707,268.14	.9
	NET REVENUE OVER EXPENDITURES	74,363.09	74,363.09	.00	(74,363.09)	.0

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

SEWER UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	MISCELLANEOUS REVENUE					
52-36-100	INTEREST EARNINGS	.00	.00	103,000.00	103,000.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	103,000.00	103,000.00	.0
	SEWER UTILITIES REVENUE					
52-37-300	SEWER SALES	108,105.74	108,105.74	1,291,000.00	1,182,894.26	8.4
52-37-360	CWDIS 5% RETAINAGE	362.00	362.00	3,000.00	2,638.00	12.1
52-37-400	CWSID SEWER CONN FEES PAYABLE	.00	.00	.00	.00	.0
	TOTAL SEWER UTILITIES REVENUE	108,467.74	108,467.74	1,294,000.00	1,185,532.26	8.4
	SOURCE 38					
52-38-820	CONTRIBUTION FROM IMPACT FEES	.00	.00	88,000.00	88,000.00	.0
52-38-910	CAPITAL CONTRIBUTIONS	.00	.00	.00	.00	.0
52-38-920	GAIN/LOSS ON SALE OF ASSETS	.00	.00	.00	.00	.0
	TOTAL SOURCE 38	.00	.00	88,000.00	88,000.00	.0
	SOURCE 39					
52-39-900	FUND BAL TO BE APPROPRIATED	.00	.00	.00	.00	.0
	TOTAL SOURCE 39	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	108,467.74	108,467.74	1,485,000.00	1,376,532.26	7.3

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

SEWER UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENDITURES					
52-40-110	FULL-TIME EMPLOYEE SALARIES	10,720.95	10,720.95	87,000.00	76,279.05	12.3
52-40-120	PART-TIME EMPLOYEE SALARIES	.00	.00	.00	.00	.0
52-40-130	EMPLOYEE BENEFIT - RETIREMENT	1,202.92	1,202.92	19,000.00	17,797.08	6.3
52-40-131	EMPLOYEE BENEFIT-EMPLOYER FICA	799.72	799.72	7,000.00	6,200.28	11.4
52-40-133	EMPLOYEE BENEFIT - WORK. COMP.	96.42	96.42	2,000.00	1,903.58	4.8
52-40-134	EMPLOYEE BENEFIT - UI	.00	.00	.00	.00	.0
52-40-135	EMPLOYEE BENEFIT - HEALTH INS.	2,551.31	2,551.31	32,000.00	29,448.69	8.0
52-40-140	UNIFORMS	.00	.00	1,000.00	1,000.00	.0
52-40-210	BOOKS/SUBSCRIPTIONS/MEMBERSHIP	.00	.00	.00	.00	.0
52-40-230	TRAVEL & TRAINING	.00	.00	3,000.00	3,000.00	.0
52-40-240	OFFICE SUPPLIES & EXPENSE	179.83	179.83	1,000.00	820.17	18.0
52-40-250	EQUIPMENT SUPPLIES & MAINT.	.00	.00	3,000.00	3,000.00	.0
52-40-255	VEHICLE LEASE	1,500.00	1,500.00	18,000.00	16,500.00	8.3
52-40-256	FUEL EXPENSE	.00	.00	3,000.00	3,000.00	.0
52-40-260	BUILDINGS & GROUNDS MAINT.	552.63	552.63	6,000.00	5,447.37	9.2
52-40-270	UTILITIES	.00	.00	6,000.00	6,000.00	.0
52-40-280	TELEPHONE	88.74	88.74	1,000.00	911.26	8.9
52-40-312	PROFESSIONAL & TECH. - ENGINR	.00	.00	15,000.00	15,000.00	.0
52-40-325	PROFESSIONAL/TECHICAL - MAPS/G	.00	.00	3,000.00	3,000.00	.0
52-40-350	SOFTWARE MAINTENANCE	2,181.60	2,181.60	3,000.00	818.40	72.7
52-40-370	UTILITY BILLING	1,139.22	1,139.22	15,000.00	13,860.78	7.6
52-40-385	RENT OF BLDGS	.00	.00	163,000.00	163,000.00	.0
52-40-490	O & M CHARGE	291.80	291.80	50,000.00	49,708.20	.6
52-40-491	SEWER TREATMENT FEE	.00	.00	656,000.00	656,000.00	.0
52-40-496	CONNECTION FEE - CWSID	.00	.00	.00	.00	.0
52-40-530	INTEREST EXPENSE	.00	.00	.00	.00	.0
52-40-550	BANKING CHARGES	259.69	259.69	5,000.00	4,740.31	5.2
52-40-650	DEPRECIATION	.00	.00	175,000.00	175,000.00	.0
52-40-690	PROJECTS	.00	.00	.00	.00	.0
52-40-900	TRANSFER TO FUND BALANCE	.00	.00	115,000.00	115,000.00	.0
52-40-915	TRANSFER TO ADMIN SERVICES	8,000.00	8,000.00	96,000.00	88,000.00	8.3
52-40-950	CONTRI. TO FUND BALANCE - RSRV	.00	.00	.00	.00	.0
	TOTAL EXPENDITURES	29,564.83	29,564.83	1,485,000.00	1,455,435.17	2.0
	TRANSFERS AND CONTRIBUTIONS					
52-80-512	CONTRIBUTIONS	.00	.00	.00	.00	.0
	TOTAL TRANSFERS AND CONTRIBUTIONS	.00	.00	.00	.00	.0
	TOTAL FUND EXPENDITURES	29,564.83	29,564.83	1,485,000.00	1,455,435.17	2.0
	NET REVENUE OVER EXPENDITURES	78,902.91	78,902.91	.00	(78,902.91)	.0

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

SANITATION UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	MISCELLANEOUS REVENUE					
53-36-100	INTEREST EARNINGS	.00	.00	20,000.00	20,000.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	20,000.00	20,000.00	.0
	SANITATION UTILITIES REVENUE					
53-37-700	SANITATION FEES	71,087.19	71,087.19	830,000.00	758,912.81	8.6
	TOTAL SANITATION UTILITIES REVENUE	71,087.19	71,087.19	830,000.00	758,912.81	8.6
	SOURCE 38					
53-38-920	GAIN/LOSS ON SALE OF ASSETS	.00	.00	.00	.00	.0
	TOTAL SOURCE 38	.00	.00	.00	.00	.0
	SOURCE 39					
53-39-900	FUND BAL TO BE APPROPRIATED	.00	.00	.00	.00	.0
	TOTAL SOURCE 39	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	71,087.19	71,087.19	850,000.00	778,912.81	8.4

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

SANITATION UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENDITURES					
53-40-110	FULL-TIME EMPLOYEE SALARIES	.00	.00	.00	.00	.0
53-40-120	PART-TIME EMPLOYEE SALARIES	.00	.00	.00	.00	.0
53-40-130	EMPLOYEE BENEFIT - RETIREMENT	.00	.00	.00	.00	.0
53-40-131	EMPLOYEE BENEFIT-EMPLOYER FICA	.00	.00	.00	.00	.0
53-40-133	EMPLOYEE BENEFIT - WORK. COMP.	.00	.00	.00	.00	.0
53-40-134	EMPLOYEE BENEFIT - UI	.00	.00	.00	.00	.0
53-40-135	EMPLOYEE BENEFIT - HEALTH INS.	.00	.00	.00	.00	.0
53-40-140	UNIFORMS	.00	.00	.00	.00	.0
53-40-240	OFFICE SUPPLIES & EXPENSE	.00	.00	.00	.00	.0
53-40-250	EQUIPMENT SUPPLIES & MAINT.	.00	.00	44,000.00	44,000.00	.0
53-40-251	VEHICLE MAINT & SUPPLIES	.00	.00	.00	.00	.0
53-40-255	VEHICLE LEASE	.00	.00	.00	.00	.0
53-40-256	FUEL EXPENSE	.00	.00	.00	.00	.0
53-40-260	BUILDINGS & GROUNDS MAINT.	293.95	293.95	3,000.00	2,706.05	9.8
53-40-270	UTILITIES (PW SHARED)	.00	.00	3,000.00	3,000.00	.0
53-40-280	TELEPHONE	.00	.00	.00	.00	.0
53-40-350	SOFTWARE MAINTENANCE	2,181.60	2,181.60	3,000.00	818.40	72.7
53-40-370	UTILITY BILLING	428.44	428.44	4,000.00	3,571.56	10.7
53-40-385	RENT OF BLDGS	.00	.00	85,000.00	85,000.00	.0
53-40-492	SANITATION FEE CHARGES	30,782.73	30,782.73	656,000.00	625,217.27	4.7
53-40-550	BANKING CHARGES	121.73	121.73	3,000.00	2,878.27	4.1
53-40-650	DEPRECIATION	.00	.00	.00	.00	.0
53-40-900	CONTRIBUTION TO FUND BALANCE	.00	.00	.00	.00	.0
53-40-915	TRANSFER TO ADMIN SERVICES	4,083.33	4,083.33	49,000.00	44,916.67	8.3
	TOTAL EXPENDITURES	37,891.78	37,891.78	850,000.00	812,108.22	4.5
	TOTAL FUND EXPENDITURES	37,891.78	37,891.78	850,000.00	812,108.22	4.5
	NET REVENUE OVER EXPENDITURES	33,195.41	33,195.41	.00	(33,195.41)	.0

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

STORM SEWER UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
54-33-400	STATE GRANT	.00	.00	.00	.00	.0
	TOTAL SOURCE 33	.00	.00	.00	.00	.0
	SOURCE 34					
54-34-270	DEVELOPER PMTS FOR IMPROVEMENT	.00	.00	.00	.00	.0
	TOTAL SOURCE 34	.00	.00	.00	.00	.0
	MISCELLANEOUS REVENUE					
54-36-100	INTEREST EARNINGS	.00	.00	21,000.00	21,000.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	21,000.00	21,000.00	.0
	STORM SEWER UTILITIES REVENUE					
54-37-450	STORM SEWER REVENUE	55,859.33	55,859.33	674,000.00	618,140.67	8.3
	TOTAL STORM SEWER UTILITIES REVENUE	55,859.33	55,859.33	674,000.00	618,140.67	8.3
	SOURCE 38					
54-38-820	TFR FROM STORM SWR IMPACT FEE	.00	.00	1,050,000.00	1,050,000.00	.0
54-38-900	SUNDRY REVENUES	.00	.00	.00	.00	.0
54-38-910	CAPITAL CONTRIBUTIONS	.00	.00	.00	.00	.0
54-38-920	GAIN/LOSS ON SALE OF ASSETS	.00	.00	.00	.00	.0
	TOTAL SOURCE 38	.00	.00	1,050,000.00	1,050,000.00	.0
	SOURCE 39					
54-39-900	FUND BAL TO BE APPROPRIATED	.00	.00	707,000.00	707,000.00	.0
	TOTAL SOURCE 39	.00	.00	707,000.00	707,000.00	.0
	TOTAL FUND REVENUE	55,859.33	55,859.33	2,452,000.00	2,396,140.67	2.3

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

STORM SEWER UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENDITURES					
54-40-110	FULL-TIME EMPLOYEE SALARIES	9,222.53	9,222.53	81,000.00	71,777.47	11.4
54-40-120	PART-TIME EMPLOYEE SALARIES	.00	.00	.00	.00	.0
54-40-130	EMPLOYEE BENEFIT - RETIREMENT	1,099.79	1,099.79	17,000.00	15,900.21	6.5
54-40-131	EMPLOYEE BENEFIT-EMPLOYER FICA	695.81	695.81	7,000.00	6,304.19	9.9
54-40-133	EMPLOYEE BENEFIT - WORK. COMP.	74.03	74.03	2,000.00	1,925.97	3.7
54-40-134	EMPLOYEE BENEFIT - UI	.00	.00	.00	.00	.0
54-40-135	EMPLOYEE BENEFIT - HEALTH INS.	1,860.50	1,860.50	24,000.00	22,139.50	7.8
54-40-140	UNIFORMS	.00	.00	1,000.00	1,000.00	.0
54-40-210	BOOKS/SUBSCRIPTIONS/MEMBERSHIP	.00	.00	.00	.00	.0
54-40-230	TRAVEL & TRAINING	564.70	564.70	2,000.00	1,435.30	28.2
54-40-240	OFFICE SUPPLIES & EXPENSE	.00	.00	.00	.00	.0
54-40-250	EQUIPMENT SUPPLIES & MAINT.	.00	.00	1,200.00	1,200.00	.0
54-40-255	VEHICLE LEASE	1,333.33	1,333.33	16,000.00	14,666.67	8.3
54-40-256	FUEL EXPENSE	.00	.00	1,600.00	1,600.00	.0
54-40-260	BUILDINGS & GROUNDS MAINT.5240	7,275.69	7,275.69	86,500.00	79,224.31	8.4
54-40-270	UTILITIES	.00	.00	3,300.00	3,300.00	.0
54-40-280	TELEPHONE	104.14	104.14	2,000.00	1,895.86	5.2
54-40-312	PROFESSIONAL & TECH. - ENGINR	.00	.00	1,000.00	1,000.00	.0
54-40-325	PROFESSIONAL/TECHICAL - MAPS/G	.00	.00	4,900.00	4,900.00	.0
54-40-331	PROMOTIONS	.00	.00	1,200.00	1,200.00	.0
54-40-350	SOFTWARE MAINTENANCE	2,181.60	2,181.60	4,800.00	2,618.40	45.5
54-40-370	UTILITY BILLING	249.21	249.21	3,000.00	2,750.79	8.3
54-40-385	RENT OF BLDGS	.00	.00	95,500.00	95,500.00	.0
54-40-493	STORM SEWER O & M	.00	.00	30,000.00	30,000.00	.0
54-40-550	BANKING CHARGES	56.81	56.81	1,000.00	943.19	5.7
54-40-650	DEPRECIATION	.00	.00	235,000.00	235,000.00	.0
54-40-690	PROJECTS	.00	.00	.00	.00	.0
54-40-900	CONTRIBUTION TO FUND BALANCE	.00	.00	48,000.00	48,000.00	.0
54-40-915	TRANSFER TO ADMIN SERVICES	4,666.67	4,666.67	56,000.00	51,333.33	8.3
54-40-920	TRANSFER TO WATER FUND	.00	.00	1,727,000.00	1,727,000.00	.0
	TOTAL EXPENDITURES	29,384.81	29,384.81	2,452,000.00	2,422,615.19	1.2
	DEPARTMENT 80					
54-80-512	CONTRIBUTIONS	.00	.00	.00	.00	.0
	TOTAL DEPARTMENT 80	.00	.00	.00	.00	.0
	TOTAL FUND EXPENDITURES	29,384.81	29,384.81	2,452,000.00	2,422,615.19	1.2
	NET REVENUE OVER EXPENDITURES	26,474.52	26,474.52	.00	(26,474.52)	.0

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

PENALTIES UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	MISCELLANEOUS REVENUE					
55-36-100	INTEREST EARNINGS	.00	.00	.00	.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	.00	.00	.0
	SOURCE 37					
55-37-130	PENALTIES	.00	.00	.00	.00	.0
	TOTAL SOURCE 37	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	.00	.00	.00	.00	.0
	NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

TRANSPORTATION UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
56-31-305	TRANSPORTATION - LOCAL OPTION	12,604.53	12,604.53	110,000.00	97,395.47	11.5
	TOTAL SOURCE 31	12,604.53	12,604.53	110,000.00	97,395.47	11.5
	SOURCE 33					
56-33-560	CLASS "C" ROAD ALLOTMENT	.00	.00	.00	.00	.0
	TOTAL SOURCE 33	.00	.00	.00	.00	.0
	SOURCE 34					
56-34-270	DEVELOPER PMTS FOR IMPROV.	.00	.00	.00	.00	.0
	TOTAL SOURCE 34	.00	.00	.00	.00	.0
	SOURCE 36					
56-36-100	INTEREST EARNINGS	.00	.00	15,000.00	15,000.00	.0
	TOTAL SOURCE 36	.00	.00	15,000.00	15,000.00	.0
	SOURCE 37					
56-37-800	TRANSPORATION UTILITY FEE	41,320.82	41,320.82	490,000.00	448,679.18	8.4
	TOTAL SOURCE 37	41,320.82	41,320.82	490,000.00	448,679.18	8.4
	CONTRIBUTIONS AND TRANSFERS					
56-39-091	TRANSFER FROM CAPITAL PROJECTS	.00	.00	.00	.00	.0
56-39-900	FUND BAL TO BE APPROPRIATED	.00	.00	295,000.00	295,000.00	.0
56-39-910	TRANSFER FROM CLASS "C" RES.	.00	.00	.00	.00	.0
	TOTAL CONTRIBUTIONS AND TRANSFERS	.00	.00	295,000.00	295,000.00	.0
	TOTAL FUND REVENUE	53,925.35	53,925.35	910,000.00	856,074.65	5.9

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

TRANSPORTATION UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	EXPENDITURES					
56-76-312	PROFESSIONAL & TECH. - ENGINR	.00	.00	18,000.00	18,000.00	.0
56-76-424	CURB, GUTTER & SIDEWALK REPAIR	.00	.00	100,000.00	100,000.00	.0
56-76-425	STREET SEALING	.00	.00	.00	.00	.0
56-76-730	STREET PROJECTS	.00	.00	454,000.00	454,000.00	.0
56-76-910	TRANSFER TO CAP. PROJ. FUND	.00	.00	.00	.00	.0
56-76-920	TRANSFER TO WATER FUND	.00	.00	295,000.00	295,000.00	.0
56-76-990	CONTRIBUTION TO FUND BALANCE	.00	.00	43,000.00	43,000.00	.0
	TOTAL EXPENDITURES	.00	.00	910,000.00	910,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	910,000.00	910,000.00	.0
	NET REVENUE OVER EXPENDITURES	53,925.35	53,925.35	.00	(53,925.35)	.0

SOUTH WEBER CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

FLEET MANAGEMENT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
60-34-981	INTERFUND CHARGE - ADMIN	.00	.00	.00	.00	.0
60-34-982	INTERFUND CHARGE - FIRE	10,708.34	10,708.34	132,500.00	121,791.66	8.1
60-34-983	INTERFUND CHARGE - COMM SVS	583.33	583.33	7,000.00	6,416.67	8.3
60-34-984	INTERFUND CHARGE - STREETS	2,750.00	2,750.00	33,000.00	30,250.00	8.3
60-34-985	INTERFUND CHARGE - PARKS	8,583.33	8,583.33	103,000.00	94,416.67	8.3
60-34-986	INTERFUND CHARGE - RECREATION	500.00	500.00	6,000.00	5,500.00	8.3
60-34-987	INTERFUND CHARGE - WATER	8,458.33	8,458.33	101,500.00	93,041.67	8.3
60-34-988	INTERFUND CHARGE - SEWER	1,500.00	1,500.00	18,000.00	16,500.00	8.3
60-34-989	INTERFUND CHARGE - STORM DRAIN	1,333.33	1,333.33	16,000.00	14,666.67	8.3
	TOTAL SOURCE 34	34,416.66	34,416.66	417,000.00	382,583.34	8.3
	SOURCE 36					
60-36-100	INTEREST EARNINGS	.00	.00	11,000.00	11,000.00	.0
60-36-400	SALE OF ASSETS	.00	.00	100,000.00	100,000.00	.0
	TOTAL SOURCE 36	.00	.00	111,000.00	111,000.00	.0
	SOURCE 37					
60-37-450	TRANSFER FROM CAP .PRJ. - FIRE	.00	.00	.00	.00	.0
60-37-510	TRANFER FROM WATER	.00	.00	.00	.00	.0
60-37-520	TRANSFER FROM SEWER	.00	.00	.00	.00	.0
60-37-540	TRANSFER FROM STORM DRAIN	.00	.00	.00	.00	.0
	TOTAL SOURCE 37	.00	.00	.00	.00	.0
	SOURCE 38					
60-38-210	CONTRIBUTION - GEN. GOVT.	10,833.33	10,833.33	306,000.00	295,166.67	3.5
60-38-900	FUND BAL TO BE APPROPRIATED	.00	.00	1,051,000.00	1,051,000.00	.0
60-38-920	GAIN/LOSS ON SALE OF ASSETS	.00	.00	.00	.00	.0
	TOTAL SOURCE 38	10,833.33	10,833.33	1,357,000.00	1,346,166.67	.8
	TOTAL FUND REVENUE	45,249.99	45,249.99	1,885,000.00	1,839,750.01	2.4

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

FLEET MANAGEMENT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
60-60-530	INTEREST EXPENSE	16,201.75	16,201.75	90,000.00	73,798.25	18.0
60-60-650	DEPRECIATION	.00	.00	.00	.00	.0
60-60-740	MACHINERY & EQUIPMENT	.00	.00	1,357,000.00	1,357,000.00	.0
60-60-960	CAPITAL LEASES - EQUIPMENT	22,336.81	22,336.81	413,000.00	390,663.19	5.4
60-60-990	CONTRIB. TO FUND BALANCE	.00	.00	25,000.00	25,000.00	.0
60-60-995	CONTR. TO LG. APPAR. RSVR	.00	.00	.00	.00	.0
	TOTAL DEPARTMENT 60	38,538.56	38,538.56	1,885,000.00	1,846,461.44	2.0
	TOTAL FUND EXPENDITURES	38,538.56	38,538.56	1,885,000.00	1,846,461.44	2.0
	NET REVENUE OVER EXPENDITURES	6,711.43	6,711.43	.00	(6,711.43)	.0

SOUTH WEBER CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

GENERAL LONG-TERM DEBT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
95-43-139	PENSION EXPENSE	.00	.00	.00	.00	.0
	TOTAL DEPARTMENT 43	.00	.00	.00	.00	.0
	DEPARTMENT 57					
95-57-139	PENSION EXPENSE	.00	.00	.00	.00	.0
	TOTAL DEPARTMENT 57	.00	.00	.00	.00	.0
	DEPARTMENT 58					
95-58-139	PENSION EXPENSE - COMM SVS	.00	.00	.00	.00	.0
	TOTAL DEPARTMENT 58	.00	.00	.00	.00	.0
	DEPARTMENT 60					
95-60-139	PUBLIC WORKS PENSION EXP.	.00	.00	.00	.00	.0
	TOTAL DEPARTMENT 60	.00	.00	.00	.00	.0
	DEPARTMENT 70					
95-70-139	PARKS PENSION EXP.	.00	.00	.00	.00	.0
	TOTAL DEPARTMENT 70	.00	.00	.00	.00	.0
	DEPARTMENT 71					
95-71-139	RECREATION PENSION EXP.	.00	.00	.00	.00	.0
	TOTAL DEPARTMENT 71	.00	.00	.00	.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	.00	.00	.0
	NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

PLANNING COMMISSION STAFF REPORT

MEETING DATE

August 19, 2026

PREPARED BY

Lance Evans, AICP
Community Development Manager

ITEM TYPE

Zone Change

ATTACHMENTS

Concept Plan

AGENDA ITEM

Ordinance 2026-08: Changing Zoning of 5.9 acres at approximately 1675 E 7650 S from Agricultural (A) to Residential Moderate Density (R-M) by applicant Symphony Homes

Location: 1675 East, 7650 South
Acreage: approximately 5.9 acres

REQUEST

A zone change from Agricultural (A) to Residential Moderate (R-M) for 5.9 acres.

Property Information	
Site Location	1675 East 7650 South
Tax ID Number	130300107 and 132930002
Applicant	Russ Wilson, Symphony Development
Owner	Wayne and Linda Stark, Brad Dahl
Proposed Actions	Approve or deny the rezone request
Current Zoning	Agricultural (A)
Proposed Zone District	Residential Moderate (R-M)
Acreage	5.9

PLANNING COMMISSION

The Planning Commission held a public hearing for the rezone request on August 19th. Four people spoke at the public hearing with concerns about the request. The concerns included:

- The connection of the east and west sections of 7600 South will create increased traffic on the narrower portion of the road.
- There are gaps in the sidewalk on the north side of 7600 South which should be completed to allow for pedestrian safety.
- There will be increased traffic and improvements are required to ensure a safe environment.

- Emergency service vehicles will not be able to use the narrow portion of 7600 South.

The testimony that the August 19th Planning Commission public hearing questioned the potential for a significant increase in traffic along 7600. Staff has looked at the traffic and pedestrian circulation in the area and believes that the road connection will improve overall circulation and provide a necessary east/west connection that will increase safety in the entire city. The added connection increases safety and does not change the current function of the street, although there will likely be an increase in traffic. Staff reached out to Engineering, Fire and the Davis County School District for additional input about these concerns, they have been added below.

Some road improvements may be necessary, but staff recommends waiting to see where issues develop prior to making substantial changes now. Filling in the sidewalk gaps on the north side of 7600 South should be pursued as soon as possible.

ENGINEERING COMMENTS

Symphony Homes has submitted a request to rezone portions of the Stark and Dahl properties from Agriculture (A) to Residential Moderate (R-M). The proposed rezone and 12-lot development are consistent with the Projected Land Use Map in the General Plan. The development would also connect the two existing stubs of 7600 South, which is consistent with the General Plan's Vehicle Transportation Map.

7600 South Traffic Impacts

Completing 7600 South will likely increase traffic along portions of the road as existing traffic patterns adjust to the new connection. Most of this increase is anticipated to result from a redistribution of existing traffic rather than traffic generated by the 12 new homes. Although the General Plan identifies 7600 South as a future Local Residential street and the 1650 East / 7775 South connection as a future Collector, both connections are important to long-term safety and traffic circulation.

The existing section of 7600 South between 1900 East and 1750 East is approximately 26 feet wide, compared to the City's 36-foot standard, and has incomplete sidewalks. For context, City Standards allow a pavement width as narrow as 26 feet, but only under certain circumstances and where approved. When approved, the road cannot function as a collector road, must be a private road, and does not allow for on-street parking on either side of the road. Given the City's current standards, this section of road must be considered an existing infrastructure deficiency. However, the proposed development did not create it. The addition of 12 homes does not, in itself, create the need to widen this existing section.

Recommendation

We recommend approval of the rezone and completion of the 7600 South connection. Both are consistent with the City's General Plan and will improve long-term connectivity, traffic circulation, and safety.

Given the existing width deficiency of 7600 South between 1900 East and 1750 East the city may want to consider prohibiting on-street parking on both sides of this section to better facilitate adequate width for two-way traffic and emergency access.

The long-term solution is to widen this section to the City's 36-foot standard and complete the missing sidewalks. These improvements will require additional right-of-way or property from adjacent property owners and therefore will require their cooperation, in addition to City funding. We recommend that the city consider a long-term plan to widen this section of road and install sidewalks on both sides to provide increased function and safety for both vehicles and pedestrians.

FIRE Department

The South Weber Fire Department believes that completing the 7600 South Road connection adds a critical link to the city's road network and will increase department response times and overall safety. The width of 7600 South, while not ideal, has been sufficient to allow fire vehicles to function in the area to date.

DAVIS COUNTY SCHOOL DISTRICT

Davis County School District does not currently have any bus routes that utilize 1550 East, 7600 South or 1650 East because there is no outlet. Connecting 7600 South would be favorable for bus routes as it would provide access to Lester Drive and the Elementary School as an alternative to South Weber Drive, especially in peak traffic periods. Furthermore, any special education student requiring bus transportation living near this area is currently required to meet a bus near Sandalwood Dr. (as much as .5 miles away) – a condition that would be eliminated by completion of 7600 South.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission discussed the public comments and vote unanimously to recommend approval to the City Council with the condition that the rezoned area be restricted to 12 lots.

ZONE CHANGE PROCESS

This is a request to amend the South Weber City Zoning Map. South Weber City Code Section 10-3-5 allows for the Zoning Map to be amended. The Planning Commission is required to hold a public hearing to receive public comments on the proposed amendment, then make a recommendation to the City Council for the approval or denial of the proposed amendment. The City Council will then hold a meeting to review the Planning Commission's recommendation and the application for final determination of approval or denial.

BACKGROUND

If approved this rezone request will allow for the subdivision of the 5.9 acres for a single-family home development. The proposed development is for 12 single-family lots which is a density of 2.0 dwelling units per acre and matches the Projected Land Use Map density of R-M. The southern portion of the property will not be rezoned or developed at this time.

ANALYSIS

Consistence with General Plan

The property is designated Residential Moderate Density (R-M) on the Projected Land Use Map. Under the Projected LU Map density of 1.86 to 2.8 dwelling units per gross acre the 5.9 acres would allow for up to 16 dwelling lots. The proposed subdivision concept is for 12 lots. The building lot requirements of lot width and the lot layout prevent higher density development on the 5.9 acres. There will be a remainder parcel to the north that will require further subdivision in order to be developed.

The proposed zone change matches the land use designation for the property and is consistent with approved development plans and uses.

Compatibility with Surrounding Uses

The rezone would allow for 16 lots at a density of 2.8 units per acre. The proposed development is for approximately 12 single-family dwelling units. This is very similar to and compatible with the lots to the east and west. The lots to the west are around 10,000 square feet per lot. Site design will reduce the impact to the adjacent residences and is consistent with the surrounding building height, density, traffic impacts, and visual aesthetics though compliance with city development codes.

Environmental and Infrastructure Considerations

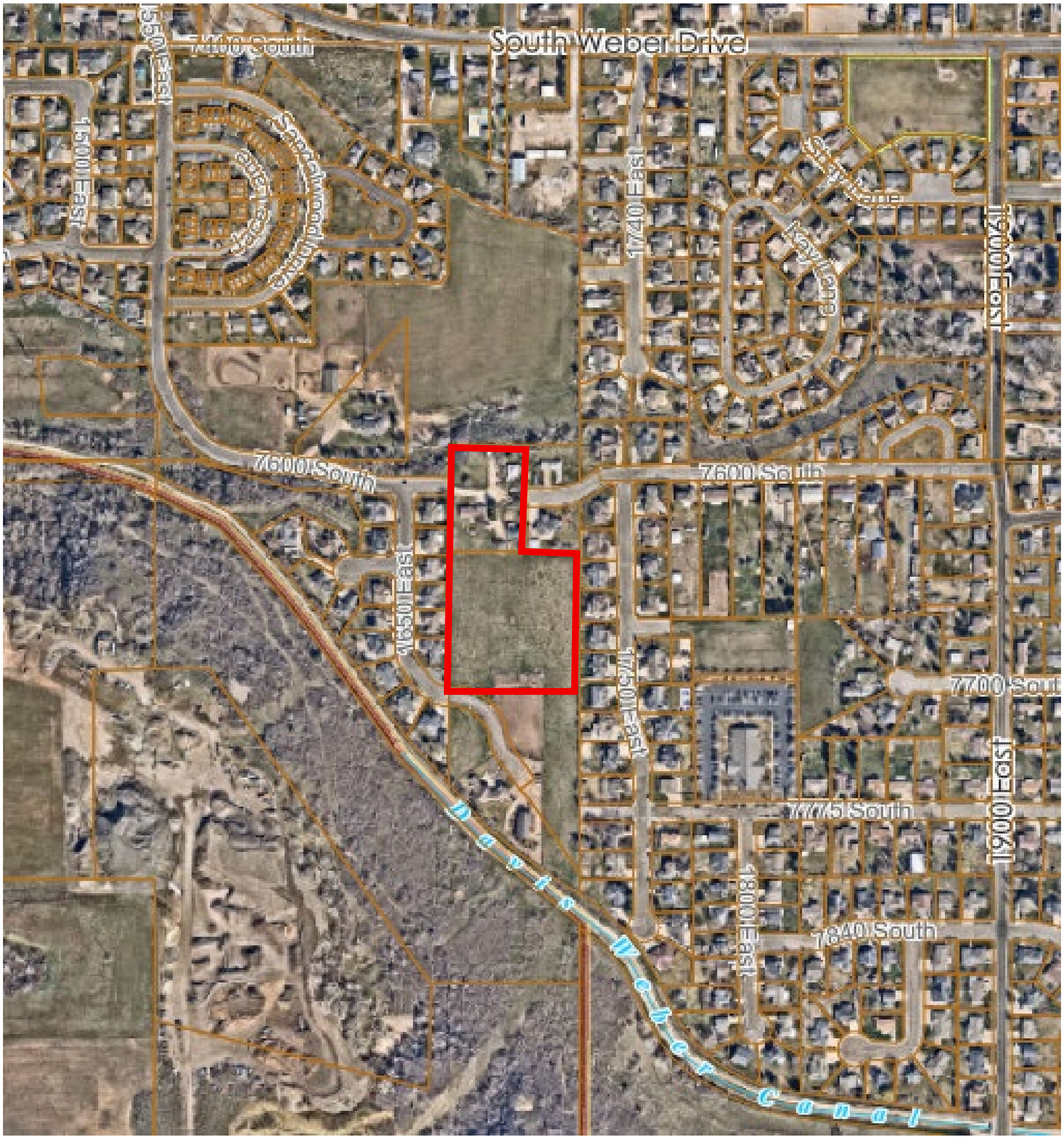
The property to the west and east is developed. The zone change will have minimal impacts on infrastructure (such as roads, utilities, and public services) and the natural environment (including water resources, wildlife habitats, and air quality).

Traffic Impacts

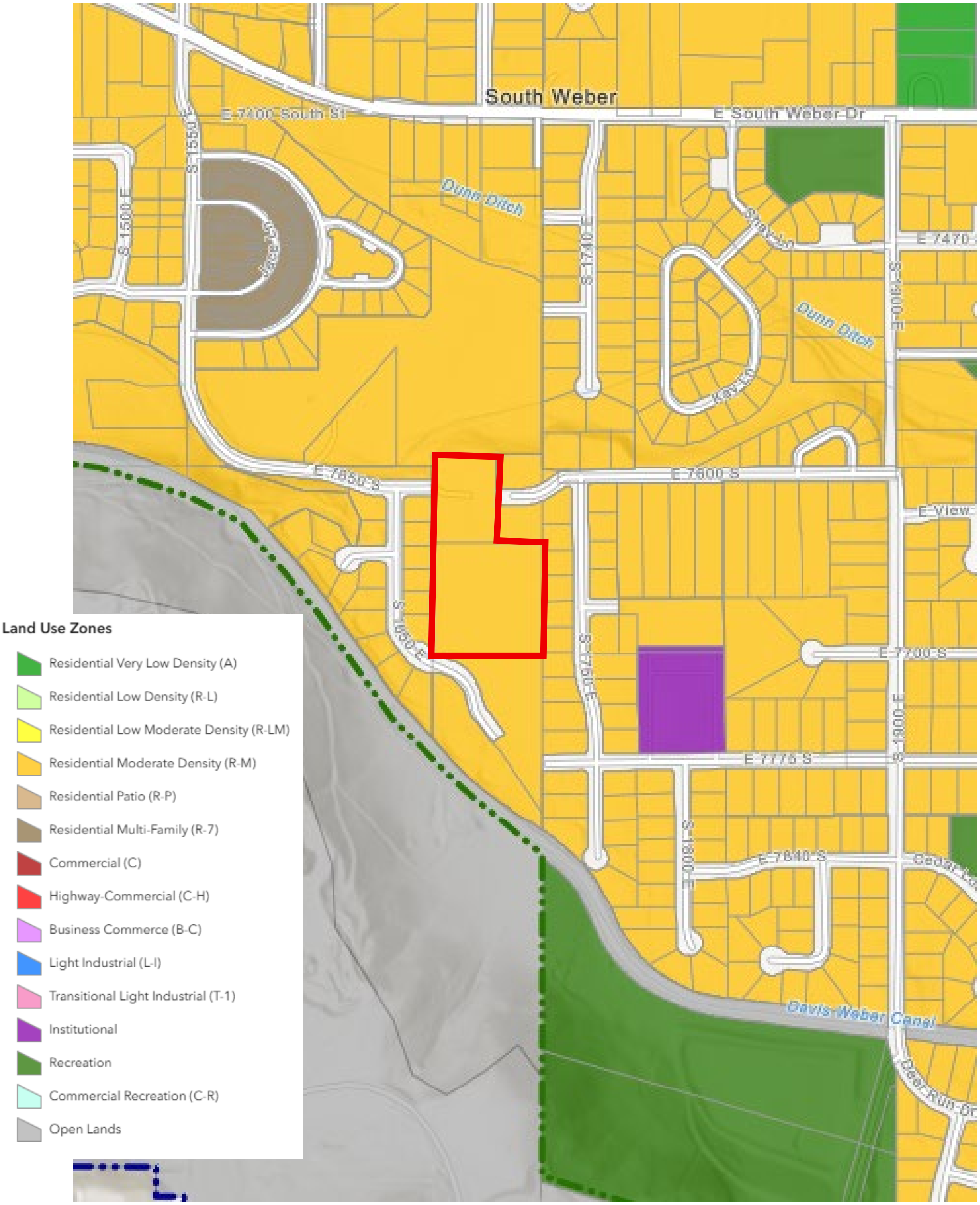
The rezone area will develop and connect 7600 South Street to residential development. This will create a needed east/west connection in the southern portion of South Weber. The proposed 12 lots on the cul-de-sac do not have a significant impact on the overall traffic numbers for the area. The public concerns about increased traffic and pedestrian safety will be monitored and addressed as needed.

Conclusion

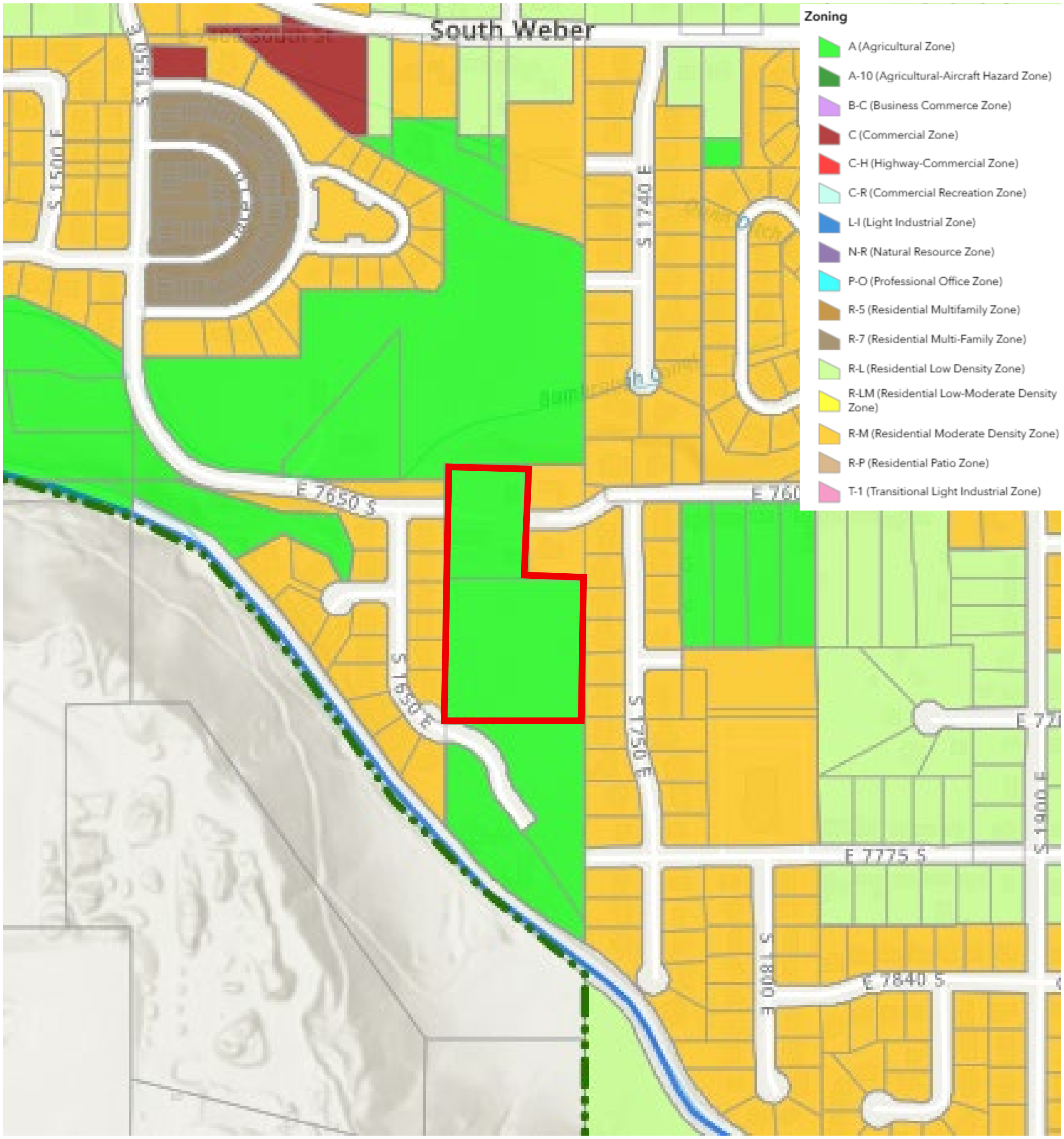
The proposed zone change is consistent with the goals and objectives of the General Plan. Staff recommends approval of the zone change for the 5.9 acres from Agricultural (A) to Residential Moderate (R-M).



Vicinity Map

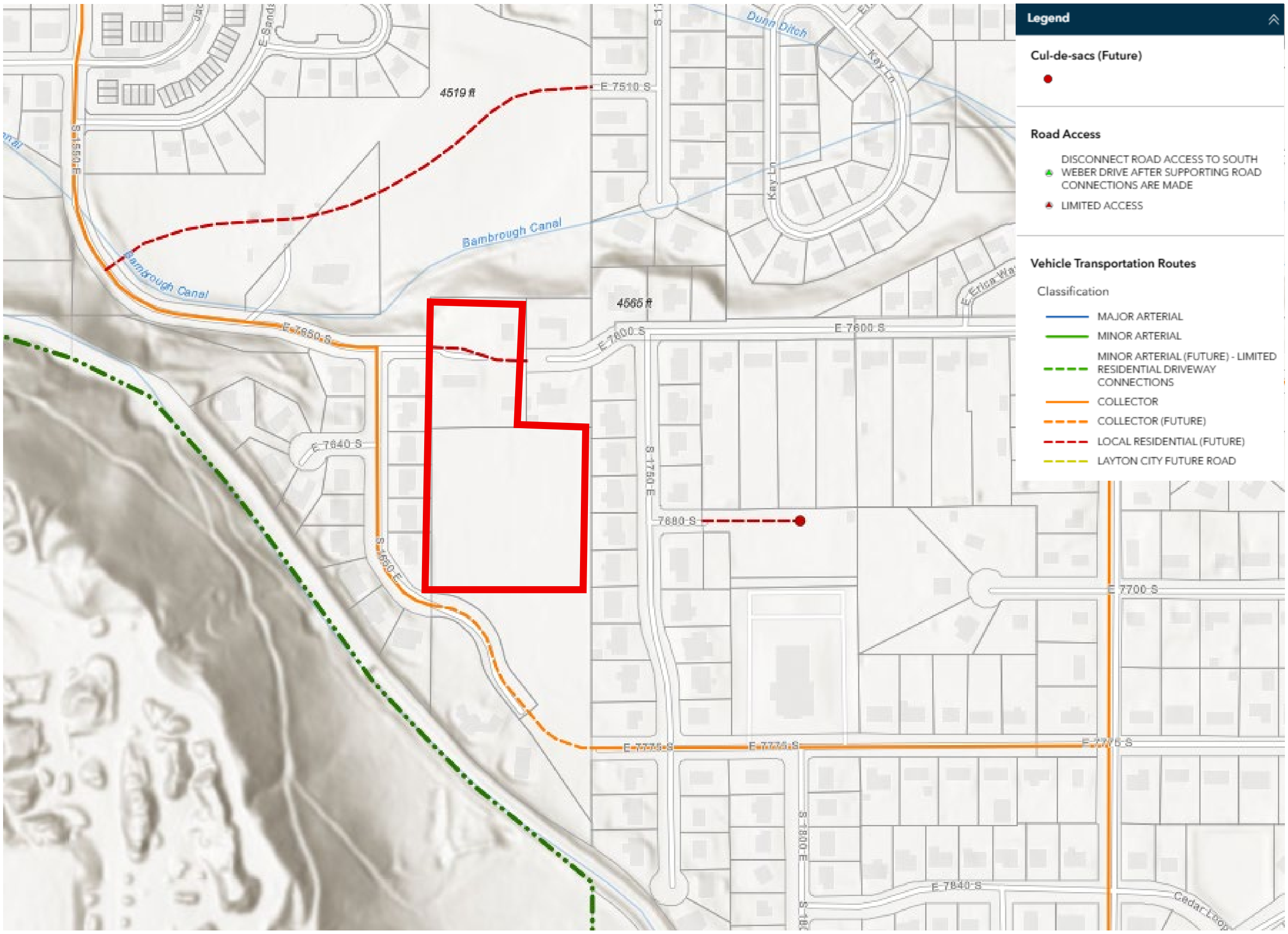


Projected Land Use Map



South Weber
S 1550
S 1500 E
S 1740 E
E 7650 S
S 1650 E
S 1750 E
E 7775 S
S 1900 E
S 1800 E
E 7840 S
Zoning
A (Agricultural Zone)
A-10 (Agricultural-Aircraft Hazard Zone)
B-C (Business Commerce Zone)
C (Commercial Zone)
C-H (Highway-Commercial Zone)
C-R (Commercial Recreation Zone)
L-I (Light Industrial Zone)
N-R (Natural Resource Zone)
P-O (Professional Office Zone)
R-5 (Residential Multifamily Zone)
R-7 (Residential Multi-Family Zone)
R-L (Residential Low Density Zone)
R-LM (Residential Low-Moderate Density Zone)
R-M (Residential Moderate Density Zone)
R-P (Residential Patio Zone)
T-1 (Transitional Light Industrial Zone)

Zoning Map



[Vehicle Transportation Map]

APPLICABLE CITY CODE

10-3-5: POWERS AND DUTIES:

A. Entrance Upon Land: The Planning Commission, its members and employees, in the performance of its functions, may enter upon any land at reasonable times to make examinations and surveys, and place and maintain necessary monuments and marks thereon. The Planning Commission shall have such powers as may be necessary to enable it to perform its functions and promote Municipal planning.

B. Administrative Duties: The Planning Commission shall:

2. Recommend Land Use Ordinances and maps, and amendments to Land Use Ordinances and maps, to the City Council;

C. Public Hearings; Reports and Recommendations: For purposes of holding public hearings, the Planning Commission is recognized as the Land Use Authority for South Weber City, as defined by Utah Code Annotated 10-9a-103; 10-9a-404, 10-9a-502, 10-9a-503, 10-9a-602, and 10-9a-608, or as otherwise required. The Planning Commission may hold public hearings and shall do so as required by law. It may make reports and recommendations relating to the plan and development of the City to public officials and agencies, other organizations and citizens. It may recommend to executive or legislative officials, programs for public improvements. The City Council shall not hold any public hearing for any Land Use Ordinances, applications, or amendments unless specifically required by State law or a procedural motion approved by the City Council. (Ord. 19-08, 3-12-2019; amd. Ord. 2021-01, 2-23-2021)

ORDINANCE 2026-08

AN ORDINANCE OF THE SOUTH WEBER CITY COUNCIL AMENDING THE CITY'S ZONING MAP PARCELS 130300107 AND 1329300002, STARK/DAHL SUBDIVISION, FROM AGRICULTURAL (A) TO RESIDENTIAL MODERATE (R-M) ZONE

WHEREAS, Developer Symphony Homes applied to rezone parcels 130300107 and 1329300002 of 5.9 acres at approximately 1675 E 7650 S from Agricultural (A) to Residential Moderate (R-M); and

WHEREAS, a public hearing was held before the Planning Commission on the 19th of August, 2026; and

WHEREAS, after careful review the Planning Commission unanimously recommends approval of this rezone request with the condition that a maximum of 12 lots are included; and

WHEREAS, citizen's concerns about traffic and safety have been addressed by the appropriate staff; and

WHEREAS, the City Council has considered the information available along with the recommendation and finds rezoning of the property described is consistent with the City's General Plan and determined that it is in the best interest of the City to approve the change of zoning;

NOW, THEREFORE, BE IT ORDAINED by the City Council of South Weber City, State of Utah:

Section 1. Amendment: The Zoning Map referenced in section 10-1-5 is amended as follows:

Property Owners: Wayne and Linda Stark and Brad Dahl
Property Address:1675 E 7650 S
Davis County Parcel #s: 130300107 and 1329300002
Total Number of Acres: 5.9
New Zone: Residential Moderate (R-M)
Legal Description:

PART OF THE NORTHEAST QUARTER OF SECTION 34, TOWNSHIP 5 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY. MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT BEING 925.78 FEET NORTH 89°53'21" EAST ALONG THE SECTION LINE AND 1273.14 FEET SOUTH 00°06'39" EAST FROM THE NORTH QUARTER CORNER OF SAID SECTION 34; THENCE NORTH 89°54'44" EAST 243.19 FEET; THENCE

SOUTH 00°03'59" WEST 186.59 FEET; THENCE

SOUTH 02°44'58" EAST 7.99 FEET; THENCE

SOUTH 00°44'06" EAST 63.49 FEET; THENCE

SOUTH 00°27'15" WEST 29.09 FEET; THENCE

SOUTH 00°35'26" EAST 14.34 FEET; THENCE

SOUTH 00°37'13" WEST 31.23 FEET; THENCE

NORTH 89°26'14" EAST 67.24 FEET; THENCE

NORTH 89°54'15" EAST 101.71 FEET; THENCE

SOUTH 00°05'42" EAST 429.79 FEET; THENCE

NORTH 89°58'52" WEST 414.25 FEET; THENCE

NORTH 00°03'46" EAST 761.17 FEET TO THE POINT OF BEGINNING.

CONTAINING 258,518 SQUARE FEET OR 5.935 ACRES.

Section 2. General Repealer. Ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 3. Effective Date. This ordinance shall become effective immediately upon passage and publication as required by law.

PASSED AND ADOPTED by the City Council of South Weber, Davis County, on the 8th day of September 2026.

____

MAYOR: Rod Westbroek

____

ATTEST: City Recorder, Lisa Smith

Roll call vote is as follows:		
Council Member Halverson	FOR	AGAINST
Council Member Petty	FOR	AGAINST
Council Member Dills	FOR	AGAINST
Council Member Davis	FOR	AGAINST
Council Member Winsor	FOR	AGAINST

CERTIFICATE OF POSTING

I hereby certify that Ordinance 2026-08 was passed and adopted on the 8th day of September, 2026 and that complete copies of the ordinance were posted in the following locations within the City this 9th day of September, 2026.

1. South Weber City Building, 1600 E. South Weber Drive
2. City Website www.southwebercity.com
3. Utah Public Notice Website Utah.gov/pmn

____

Lisa Smith, City Recorder

CITY COUNCIL MEETING STAFF REPORT

MEETING DATE

August 25, 2026

PREPARED BY

Dana Shuler

Jones & Associates

Engineer

ITEM TYPE

Legislative and

Presentation

ATTACHMENTS

RES 26-37

PRIOR DISCUSSION DATES

n/a

AGENDA ITEM

Resolution 26-37: Adoption of the Updated Storm Water Management Plan (SWMP) and Acknowledging Annual Training

PURPOSE

Adopt update to Storm Water Management Plan (2026) and provide annual storm water training.

RECOMMENDATION

Staff recommend adopting the 2026 Storm Water Management Plan.

BACKGROUND

The Division of Water Quality (DWQ) recently updated the General Permit for Discharges from Small Municipal Separate Storm Sewer Systems. This new permit went into effect May 12, 2026. South Weber City is a qualifying small municipal separate storm sewer system (MS4) whose discharges to waters of the State are regulated by this permit. Therefore, the City must update their Storm Water Management Plan and apply for coverage under the new MS4 permit.

The State's MS4 permit, and therefore the City's SWMP, requires training for all staff and officials involved in the implementation of the City's Storm Water Management Plan. From elected officials who approve the City's budget to the public works staff in the field maintaining the infrastructure, training is required for all.

ANALYSIS

By adopting the revised Storm Water Management Plan, the City can apply for coverage under the State's permit.

This annual training fulfills the annual training requirement.

RESOLUTION 26-37

A RESOLUTION OF THE SOUTH WEBER CITY COUNCIL ADOPTING THE UPDATED STORM WATER MANAGEMENT PLAN AND ACKNOWLEDGING COMPLETION OF ANNUAL TRAINING

WHEREAS, South Weber aims to reduce pollutants in stormwater, protect water quality, and meet public environmental safety standards as well as be compliant with the Utah Pollutant Discharge Elimination System (UPDES) and all state and federal regulations; and

WHEREAS, a public hearing was held on August 25, 2026 allowing citizens to provide comments in council meetings; and

WHEREAS, the updated plan has been reviewed and strategies for managing runoff through public education and involvement, discharge detection and elimination, construction site runoff control and post construction management, and pollution prevention; and

WHEREAS, City Engineer Dana Shuler has provided training to the Council regarding storm water processes which will be available to the public on the city website;

NOW THEREFORE BE IT RESOLVED by the Council of South Weber City, Davis County, State of Utah, as follows:

Section 1. Adoption: The updated South Weber Storm Water Management Plan is hereby adopted as attached in **Exhibit 1**.

Section 2: **Repealer Clause**: All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

PASSED AND ADOPTED by the City Council of South Weber, Davis County, on the 8th day of September 2026.

Roll call vote is as follows:

Council Member Halverson	FOR	AGAINST
Council Member Petty	FOR	AGAINST
Council Member Dills	FOR	AGAINST
Council Member Davis	FOR	AGAINST
Council Member Winsor	FOR	AGAINST

Rod Westbroek, Mayor

Attest: Lisa Smith, Recorder

South Weber City

Storm Water Management Plan

July 2026

Prepared by

JONES & ASSOCIATES

Consulting Engineers

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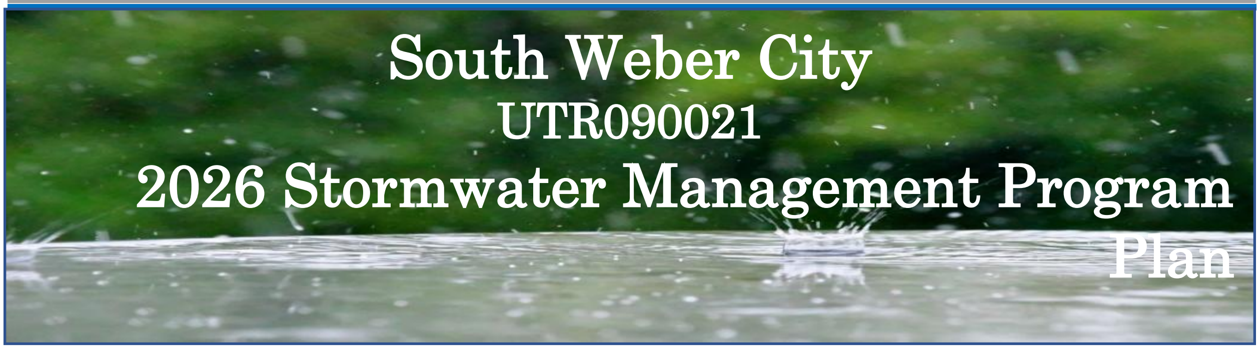


South Weber City
UTR090021
2026 Stormwater Management Program Plan

Introduction

Purpose

The purpose of the South Weber City Stormwater Management Program (SWMP) is for the development and implementation of the City's Plan to fulfill requirements under the State of Utah Small MS4 General UPDES Permit No. UTR090000 (Renewal Permit) in accordance with Section 402(p)(3)(B) of the *Federal Clean Water Act*, and the State of Utah Stormwater Regulations (UAC R317-8-3.9). This Plan was reviewed and updated in July 2026 and details the actions that South Weber City proposes to take between July 1, 2026 and November 1, 2030.

The NPDES Program

The National Pollutant Discharge Elimination System (NPDES) is a program created under the Federal Clean Water Act with the intent of protecting and restoring water quality in lakes and streams so they can support "beneficial uses" such as fishing and swimming. Governmental and private entities wishing to discharge water or wastewater to surface water regulated by the Federal Government (Waters of the US) must obtain permits and comply with certain conditions or face fines and other penalties. In general, the Stormwater Program regulates stormwater discharges from three potential sources: municipal separate storm sewer systems, construction activities, and industrial activities.

In Utah, the US Environmental Protection Agency has delegated the authority over NPDES permits to the Utah Department of Environmental Quality – Water Quality (DEQ). DEQ has issued a General Permit for discharges to waters of the State of Utah resulting from a Small Municipal Separate Storm Sewer System (Small MS4). The General Permit applies to cities with a population less than 100,000 (based on the 2020 census), located within an urbanized area, and that operate a MS4 which discharges to a water of the State of Utah.

UPDES Small MS4 Permit

South Weber City has been identified as a Small MS4 permittee and therefore must establish a stormwater program that complies with conditions of the UPDES MS4 Permit UTR090000. The Permit allows municipalities to discharge stormwater from systems it owns and operates into "waters of the state" such as rivers, lakes, streams, and groundwater as long as they implement six (6) minimum control measures (MCM) to reduce pollutants in stormwater to the "maximum extent practicable." The MCM's are as follows:

1. Public Education and Outreach on Stormwater Impacts *(General Permit 4.2.1)*
2. Public Involvement / Participation *(General Permit 4.2.2)*
3. Illicit Discharge Detection and Elimination (IDDE) *(General Permit 4.2.3)*

4. Construction Site Stormwater Runoff Control *(General Permit 4.2.4)*
5. Long-Term Stormwater Management in New Development and Redevelopment (Post-Construction Stormwater Management) *(General Permit 4.2.5)*
6. Pollution Prevention and Good Housekeeping for Municipal Operations *(General Permit 4.2.6)*

Annual Review and Modification

The SWMP will be reviewed on an annual basis and any changes or modifications will be described and submitted to the DEQ. This review will include a review of the status of program implementation and permit compliance and a review of any revisions or changes of BMPs during the year (See Annual Review and Checklist SOP). The DEQ will be notified in writing of any changes to the implementation of BMPs. This notification will include the rationale supporting the modifications; an overall assessment of goals and direction of the SWMP and effectiveness of BMPs; a review of monitoring data, any changes in monitoring methods and parameters, and an assessment of the overall monitoring program.

In addition, the Permit requires the City to submit an Annual Compliance Report by October 1st of each year that details actions taken in the previous year to achieve compliance. The full text of the Permit can be viewed at: https://lf-public.deq.utah.gov/WebLink/ElectronicFile.aspx?docid=535832&eqdocs=DWQ-2025-000521&dbid=0&repo=Public

General System Overview

South Weber City is in the northeastern edge of Davis County. The population of the community was 7,867 at the 2020 census. The city has a total area of 4.67 square miles and is largely residential with some commercial uses on the eastern and western edges of the City.

The storm drain system is comprised of pipes, detention basins, and open drainages and eventually empties into the Weber River (DEQ Assessment Unit ID UT16020102-002_00). There are several regional detention ponds built into the system. New developments are required to detain stormwater before releasing it. The streets use curbs and gutters to collect stormwater runoff. The Davis Canal runs through the center of the eastern portion of the city and the Weber River runs parallel to the city's northern border.

Local Water Quality Concerns

The water quality within South Weber is relatively good. The City drains into a section of the Weber River which is not currently identified as being impaired or protected and is able to support all identified uses. The purpose of this SWMP is to maintain that status and, where possible, improve the current water quality. The following Best Management Practices (BMPs) have been identified to help control the discharge of potential pollutants (e.g. release from vehicle wear; building materials from areas such as parking lots, roofs, siding materials, streetlights, roof gutters; and construction site-runoff).

These BMPs can be found in the following locations as noted below.

1. Stormwater Ordinance, Title 8 of the City Code, updated and adopted May 2025 *(See City's website)*
2. City Public Works Standards for Design, Development, and Construction, updated and adopted December 2023 *(See City's website)*
3. Public Education and Outreach *(See MCM 1 Additional Information Section)*
4. Vehicle & Equipment Maintenance *(See MCM 6 Additional Information Section, SOPs)*
5. Vehicle and Equipment Storage *(See MCM 6 Additional Information Section, SOPs)*
6. Vehicle and Equipment Washing & Cleaning *(See MCM 6 Additional Information Section, SOPs)*

Nitrogen & Phosphorus Reduction

Nutrients are often found in stormwater. These nutrients can result in excessive or accelerated growth of harmful algal blooms, reduced oxygen in the water, changes in water chemistry and pH. In addition, un-ionized ammonia (one of the nitrogen forms) can be toxic to fish.

South Weber City is supplementing the activities of the Davis County Storm Water Coalition for this control measure as part of an Interlocal Agreement aimed at collecting data and sampling analysis from the county to attribute information to a comprehensive plan. This plan is intended to enhance the efforts of the South Weber City MS4, as well as other MS4s within Davis County. Targeted sources for the reduction in nitrogen and phosphorus discharges are being evaluated and determined through the actions and participation of the Davis County Storm Water Coalition and designated subcommittee, of which the South Weber City's MS4 is an active participant.

The City has identified three pollutant sources for added focus:

- Responsible Fertilizer Use: Using low or no-phosphorus fertilizers and applying them at appropriate times.
- Leaf and Debris Management: Keeping leaves, grass clippings, and other organic materials off streets and away from storm drains, as they can be sources of phosphorus.
- Pet / Animal Waste Management: Properly disposing of animal waste to prevent bacterial and nutrient contamination.

The target audience for these three specific sources are residential, agricultural, and commercial property owners, especially those with less than one acre, and dog owners / users of the local dog parks. The educational materials are distributed to the appropriate group and/or target sources as available. Equivalent educational sources that are specific for South Weber include ongoing monthly / bi-weekly / quarterly utility billing mailers and information on the City's website (see MCM 1 for additional info). In addition, specific information and face-to-face advisory is provided during all new business license application processes and all new construction permit application processes. The City Staff, specifically members of the Public Works Department and Building / Construction Inspectors, are also trained to identify and report materials in the street and follow applicable Standard Operating Procedures for enforcement of stormwater requirements. Violations and enforcement actions will be documented.

Current and Planned Activities

The SWMP Plan describes the set of actions and activities the City has implemented or plans to implement to maintain permit compliance. The Plan is organized to address the program components noted in Section 4.2 of the Permit.

The following sections of the SWMP Plan describe how South Weber City is currently meeting the requirements of the Permit, and how the City plans to continue to meet those requirements over the next five (5) years.

Coordination and Responsibilities

Compliance with the Permit requires coordination and documentation of activities between several City departments, the Davis County Health Department, and the Davis County Storm Water Coalition (See MOU in Appendix). The Public Works Department will coordinate City efforts and will meet with staff from other departments and entities regularly to verify that current and planned activities meet Permit requirements. Activities required for Permit compliance will be carried out by the Public Works, Planning and Building, Parks, City Administration, Finance, Fire, Police, and the Davis County Health Department.

Main Point of Contact & Roles/Responsibilities:

David Larson
City Manager
801-479-3177
dlarson@southwebercity.gov
Role/Responsibility: *Oversees the operations of the City, Authority for Enforcement Actions and Signing of Documents.*

Mark Larsen
Public Works Director
801-458-4835
mlarsen@southwebercity.gov
Role/Responsibility: *Oversees the Public Works Department, which includes the MS4 program.*

Shaelee King
Public Information Officer
801-479-3177
sking@southwebercity.gov
Role/Responsibility: *Public information and outreach through social media, newsletters, and city website.*

Brandon Jones
City Engineer (Jones & Associates)
801-391-9621
brandonj@jonescivil.com
Role/Responsibility: *Responsible for review of all new developments to ensure meets standards*

Corey Wilson
Stormwater Coordinator
801-529-2620
cwilson@southwebercity.gov
Role/Responsibility: *Responsible for implementing the MS4 program, Coordination with all other Departments/Agencies, RSI Inspector.*

Public Works Employees
Role/Responsibility: *RSI Maintenance*

Table 1. Permit Requirements Deadlines / Frequencies

General Permit Section	Year (by Quarter)		2026				2027				2028				2029				2030			
	Requirements	**Deadline/ Frequency**	**1**	**2**	**3**	**4**	**1**	**2**	**3**	**4**	**1**	**2**	**3**	**4**	**1**	**2**	**3**	**4**	**1**	**2**	**3**	**4**
4.1	**Stormwater Management Program Plan**																					
	Review / Update SWMP	Updated July 2026 Review annually using SOP and Checklist				X				X				X				X				X
	Annual Compliance Report	Oct. 1, annually				X				X				X				X				X
	Track SWMP Costs	Ongoing	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4.2.1	**Public Education and Outreach**																					
	Regional Participation	Ongoing	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
	General Awareness	Ongoing	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
	Education and Outreach Training(s)	Annually		X				X				X				X				X		
4.2.2	**Public Involvement / Participation**																					
	Bi-Annual Public Hearing	Bi-Annually		X		X		X		X		X		X		X		X		X		X
4.2.3	**Illicit Discharge Detection and Elimination**																					
	Develop / Update database and SOPs	Review/Update	X				X				X				X				X			
	Inspect 33% of the System	Annually (throughout)	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
	Employee Training	Annually		X				X				X				X				X		
4.2.4	**Construction Site Stormwater Runoff Control**																					
	Tracking and record keeping	Ongoing	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
	Review / Update SOPs	Annually				X				X				X				X				X
	Employee Training	Annually		X				X				X				X				X		
4.2.5	**Long-Term Stormwater Management in New Development and Redevelopment**																					
	Review / Update Public Works Standards	Review Annually	X				X				X				X				X			
	Review/ Updates Control Program	Annually				X				X				X				X				X
	Agreements / List of Private Detention Basins	Ongoing	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
	Review / Update Long-Term Control Inventory	Annually	X				X				X				X				X			
4.2.6	**Pollution Prevention and Good Housekeeping for Municipal Operations**																					
	Review / Update SWPPP for each City Sites	Annually				X				X				X				X				X
	Develop / Update SOPs	Annually				X				X				X				X				X

Table 2. Inspections (General)

General Permit Section	Area / Type	Frequency
4.2.3 Illicit Discharge Detection and Elimination	High-Priority Areas	Annual
	Dry Weather Screening	Every 5 Years
4.2.4 Construction Site Stormwater Runoff Control	Priority Construction Sites	Bi-Weekly
	Construction Sites	Monthly
4.2.5 Long-Term Stormwater Management	City-Owned High-Priority / Visual	Monthly
	Structural BMPs	Bi-Annual
	New Construction Structural / Permanent BMPs	Annual
4.2.6 Pollution Prevention and Good Housekeeping for Municipal Operations	High-Priority / Visual	Monthly
	High-Priority / Comprehensive	Bi-Annual
	High-Priority / Visual Observation Discharges	Annual

Ongoing Documentation of SWMP

The City currently utilizes several BMPs, stormwater design standards, and standard operating procedures to manage stormwater quantity and quality throughout the City.

South Weber has an online and GIS based record keeping process through both ComplianceGo and the City's GIS mapping tool. All completed forms, reports, and documents are added to the database and are searchable by location. The Stormwater Inspector utilizes the same system to complete facility inspections, dry weather screening, Illicit Discharge Detection and Elimination (IDDE) tracking the progress of post construction BMPs as well as construction inspections using the State form.

This database serves as the digital archive for all stormwater program activities. This documentation method will be periodically reevaluated to investigate improved methods and expand or modify the documentation program as needed to ensure compliance, efficiency, and ease of use for the crews.

The documentation program will document:

1. Pre-construction meetings
2. Construction site SWPPP reviews
3. Construction site Water Quality Report reviews
4. Storm drain cleaning activities
5. Street sweeping activities
6. Inspections of key city facilities
7. Participation with the County Stormwater Coalition meetings

8. Newsletters
9. Stormwater education materials and programs
10. Dry weather screening
11. Wet weather monitoring
12. Training
13. IDDE inspections
14. Enforcement actions
15. Spill Response Incidents
16. Construction site inspections
17. Inspections of Low Impact Development facilities during construction
18. Long-term Stormwater Management Facility inspections
19. Long-term Stormwater Management maintenance activities

MCM 1 - Public Education and Outreach on Stormwater Impacts

South Weber City provides and participates in a variety of stormwater education and outreach programs designed to build general awareness; reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts; and encourage the public to participate in stewardship activities. The City aims to educate and reach a variety of audiences including residents, institutions, and commercial facilities, developers and contractors (construction), and MS4-owned and operated facilities. The City will work on its own and participate with the Davis County Stormwater Coalition to coordinate public education and outreach efforts to target the groups identified below.

South Weber City's Plan to Meet the Requirements of the Permit *(General Permit 4.2.1)*

Areas of Focus

- **Regional Participation:** South Weber City is an active participant in regional education and outreach programs.
  - South Weber City will continue to coordinate with other permittees in Northern Utah through the Davis County Stormwater Coalition and the Davis County Health Department.
  - South Weber City participates in the Coalition's annual Water Fair. The Fair engages 5th grade youth through hands-on learning to explore water conservation and quality issues. The educational experience is developed to meet the needs of State education standards and multiple schools throughout the County participate in the event.
- **General Awareness Programs:** South Weber City will continue to provide general awareness education and outreach programs for a variety of target audiences.
  - General awareness promotion through a variety of media including utility bill inserts, direct mail, direct outreach, social media, or fliers.
  - Installation and/or replacement of curb markers on catch basins throughout the city.
  - Updates and maintenance of the City's Stormwater webpage to include helpful information and activities to prevent pollution in our stormwater.
  - Technical assistance and outreach to businesses for managing potential sources of pollutants on their property.
- **Education and Outreach (Training):** South Weber City will continue to provide education and outreach for a variety of target audiences and should typically complete this annually in the second quarter of the year.
  - Provide annual training opportunities for institutions, industrial, and commercial facilities about illicit discharges and improper disposal of waste and the impacts to water quality associated with these types of discharges.
  - Provide annual education to engineers, construction contractors, developers, development review staff, and land use planners concerning the development of stormwater pollution prevention plans (SWPPPs) and Best Management Practices (BMPs) used to reduce adverse impacts from stormwater runoff from development sites.

Target Specific Pollutants and Sources

The City has determined that the targeted pollutants for each of the four audience groups described in the Permit requirements are as follows:

Audience Group	Sediments	Nutrients	Heavy Metals	Trash & Debris	Oil & Grease	Bacteria & Viruses	Herbicides & Pesticides	Hazardous Waste
General Public	X	X		X			X	X
Institutional Facilities	X	X		X			X	
Industrial Facilities	X	X		X			X	
Commercial Facilities	X	X		X			X	
Engineers, Construction, Contractors, Developers, Development Review Staff, Land Use Planners	X	X		X			X	X

Education efforts for each audience group focus on that group's targeted pollutants. Messages promote good behavior and educate individuals on how to avoid, minimize, reduce, and/or eliminate the adverse impacts of stormwater discharges. Many of the education and outreach materials are available through the Davis County Stormwater Coalition. Those prepared by the City are available in the *Additional Information / Resources Section for this MCM.* Whenever information is provided, it shall be documented on the appropriate tracking log *(See Additional Information / Resources Section for this MCM).*

Annual Education and Outreach Audiences and Program

Audience	Suggested Topics
General Public	Maintenance of septic systems; effects of outdoor activities such as lawn care (use of pesticides, herbicides, and fertilizers); benefits of onsite infiltration of stormwater; effects of automotive work and car washing on water quality; proper disposal of swimming pool water; proper management of pet waste; and any other relevant topics specific to the MS4 (e.g. frequent violations / issues noted)
Institutions, Industrial, and Commercial Facilities	Proper lawn maintenance (use of pesticides, herbicides and fertilizer); benefits of appropriate onsite infiltration of stormwater; building and equipment maintenance (proper management of waste water); use of salt or other deicing materials (cover/prevent runoff to storm system and contamination to ground water); proper storage of materials (emphasize pollution prevention); proper management of waste materials and dumpsters (cover and pollution prevention); proper management of parking lot surfaces (sweeping); and any other relevant topics specific to the MS4 (e.g. frequent violations / issues noted)

Engineers, Construction, Contractors, Developers, Development Review Staff, Land Use Planners	SWPPP development, BMP use, impacts from runoff from development sites

Specific Goals with Methods of Evaluation and Rationale

To ensure South Weber City is meeting the requirements of the Public Education and Outreach – MCM 1 section of the General Permit, the following specific goals have been established.

- **Regional Participation Goal:** South Weber City's Stormwater Manager and/or Public Works Director will actively participate in regional coordination and public outreach efforts by attending at least 75% of the Davis County Stormwater Coalition Meetings and providing 100% (of the determined share) monetary support towards regional public outreach efforts.

  Methods of Evaluation:
  - Attendance records.
  - Meeting minutes.
  - Proof of monetary support of coalition costs.

  Completion: This goal should be evaluated and completed annually.

  Rationale: By working together with partners within the Region, larger efforts are financially possible for the City to participate in.

- **General Awareness Programs Goal:** On an annual basis, South Weber City will provide information and promote stormwater awareness through a variety of methods and on a variety of topics as outlined in the tables above to each of the audience groups.

  Methods of Evaluation:
  - Copies of information sent and documentation of when and where sent.
  - Documentation of number of curb markers installed / replaced.
  - Photos.
  - Documentation on Tracking Sheet *(See MCM 1. Additional Information/Resources Section)*

  Completion: This goal should be evaluated and completed annually.

  Rationale: By using a variety of methods, the City will be able to reach a larger audience – some people may receive the message multiple times, while others may only receive the information once.

- **Education and Outreach (Training) Goal:** On an annual basis, South Weber City will either attend or host a training for each of the areas as described in the "Education and Outreach (Training)" items listed on the previous page.

  Methods of Evaluation:
  - Attendance rolls.
  - Copies of presentation / training materials.

  Completion: This goal should be evaluated and completed annually.

  Rationale: By providing training to all of these entities, it will ensure that each is staying up-to-date with BMPs and the latest issues and topics.

Additional Information / Resources for

MCM 1 - Public Education and Outreach on Stormwater Impacts

MCM 1: Education and Outreach Program

Required Education Topics

- Effects of outdoor activities such as lawn care (use of pesticides, herbicides, and fertilizers)
    - The Davis County Storm Coalition has developed a pamphlet for residents on this subject. TV ads have addressed this, and information can be found on the website.
- Benefits of on-site infiltration of stormwater
    - Weber Basin Water Conservancy in Layton and the Utah Botanical Center in Kaysville educates people regarding water conservative landscapes, wetland ecosystems, stormwater management and other topics. The City has provided links on the stormwater page to these sources.
- Effects of automotive work and car washing on water quality
    - The Davis County Storm Coalition has developed a pamphlet for residents on this subject.
- Proper disposal of swimming pool water
    - The Davis County Storm Coalition has developed a pamphlet for residents on this subject. Pamphlets are distributed to pool owners.
- Proper management of pet waste
    - Doggie bags are provided on all walking trails for pet waste.
- Proper concrete waste disposal
    - The Davis County Storm Coalition has developed a pamphlet for residents on this subject. Pamphlets are distributed to concrete batching operations and contractors.
- Storage and stockpiling of landscaping materials
    - The Davis County Storm Coalition has developed a pamphlet for residents on this subject. Pamphlets are distributed to landscaping contractors.
- Septic tank and drain field care and maintenance
    - The Davis County Storm Coalition has developed a pamphlet for residents on this subject. Pamphlets are distributed to homeowners with septic tanks.
- Household hazardous waste disposal
    - The Davis County Landfill has a household hazardous waste disposal location. This information is posted on the city website, a common topic in the community newsletter and is generally distributed when the question arises.
- Low Impact Development – Table of Approved
    - The City has developed a Low Impact Development Table and information included in the Public Works Standards. The purpose of the table and Standards is to provide information on what Low Impact Development is and how it can be implemented.

Education Methods

The education and outreach program is a multi-media program. The City utilizes ads in local theaters, flyers, mailers, the city's newsletter, the city's website, and live training programs to try and reach the target audiences. Many of the materials and information mentioned above utilize different and multiple formats for distribution. The following tools are different ways that the city tries to distribute its messaging:

- Newsletter Articles
    - At least once per year, an article will be prepared for publication in the City newsletter. Articles will focus on reducing the pollution entering our streams. Focus will be placed on recommended topics.
- Annual Long-term Maintenance Inspections
    - Annual inspections of long-term privately owned and operated facilities is a great opportunity to educate businesses on issues that they are specifically involved with. Teaching of proper maintenance techniques and frequency not only educates but helps with maintenance concerns.
- Preconstruction Meetings
    - As part of the requirements for all new development or redevelopment projects, a pre- construction meeting is held wherein contractors and construction workers attend. Utility coordination, submittal requirements, SWPPP elements and other topics are discussed which influence the proposed construction.
- Business License Renewal
    - Annual business license renewal is another great opportunity to educate. The city has prepared handouts and packets specific to various businesses. Packets and information can be distributed when individuals or businesses apply for license renewals or permits. The City tracks who receives materials and what materials they receive. This will be included in the GIS database.
- Annual Contractor, Developer and MS4 Employee Training Program
    - The Davis Coalition, in conjunction with the Golden Spike Coalition, annually hosts a half-day training program that focuses on timely topics and encourages open dialogue between the various target audiences. This training makes a big effort to foster a feeling of collaboration and working together towards one goal.
- Movie Theater Ads
    - Annually, the Coalition has been running ads through the summer season in local movie theaters. They utilize videos made during their competition for Jr. High and High School students and select ones to run in movie theaters. Students are thrilled to see their work on display, which in turn generates excitement and interest.
- The Stormwater Page on the City's Website & Info at City Office
    - The City's website includes a copy of this Stormwater Management Plan. It also includes links to various resources where more can be learned. Contact information for reporting of illicit discharges is posted. A link to household

hazardous waste disposal sites is also included. Printed media to be used as pamphlets, handouts and mailers and flyers.

- The coalition has produced numerous materials that can be printed in various formats and distributed. The City has copies of several of them that they keep at the front desk. As people come in to submit business license applications, building permits, or conduct other city business, the appropriate materials are distributed.

Employee Training

Employee Training takes a little different approach. Training is done separately by each department, so that training can be customized to the job responsibilities of that department. The training program is intended to include aspects of training that are required by this and the other control measures.

All employees will be trained in prohibitions against illicit discharges and water quality impacts. MS4 employees whose job duties may impact stormwater will be trained in pollution prevention (especially as related to performing job duties/procedures), permit requirements, water quality concerns.

Specific staff members have been targeted for stormwater training. Their responsibilities require specific involvement in stormwater quality. Highlights of the employee training program include:

- Public Works Department (annually) – Entire staff are trained annually. All staff members are initially trained in expected job responsibilities during orientation including protection of stormwater quality and identifying and reporting illicit discharges.
- City Engineer / Planner (annually) - Entire staff are trained annually. All staff members are initially trained in expected job responsibilities during orientation including protection of stormwater quality and identifying and reporting illicit discharges.

Targeted training will be selected based on job responsibilities which cover a wide array of topics. Staff member training topics may include:

- IDDE hazards & prevention
- IDDE recognition, response & cleanup
- Proper dumpster & waste management
- Equipment inspection
- Various inspection procedures
- Storage of industrial materials
- Street & parking lot maintenance
- Plan review & permitting procedures

- Minimization of use of salt and other de-icing materials
- Violation enforcement measures
- Public outreach programs
- LID opportunities & infiltration methods
- Operation & maintenance requirements
- Long-term stormwater management
- Job duties related to stormwater
- SOP's and their implementation
- General SWMP education
- Proper SWPPP controls
- General stormwater quality protection

This educational measure is in conjunction with the training requirements set forth in other minimum control measures including:

- Hazards associated with illicit discharges
- IDDE recognition, procedures to stop and cleanup the discharge and prevention methods in their regular job duties
- Protection of existing stormwater systems from construction site runoff during construction
- Long-term construction measures, including LID, that can be implemented to preserve stormwater quality after construction projects are completed
- Proper methods to complete job responsibilities without impairing the stormwater quality

All new employees will receive initial training within 60 days of their hire. Employees who are changing job responsibilities will also receive training in new responsibilities within 60 days of the change. Follow-up training will be completed to address changes in procedures, methods or staffing or when non- compliance issues are discovered.

LID Green Infrastructure and Post Construction Control Education

Staff members from the Public Works Department annually attend the APWA Storm Water Conference. Various LID presentations are given which help educate about LID methods. Davis County Coalition provides training for engineers, development and plan review staff, Other LID trainings have been attended by staff members to gain additional insight to LID methods and opportunities. We will also look for training opportunities for plan review staff to expand their education about LID measures.

The City has also developed a LID requirements as part of the Public Works Standards. This manual is intended to assist new and redevelopment project is understanding the new requirements and how they are being implemented. This manual will be available both online and as a hard copy requirements and how they are being implemented. This manual will be available both online and as a hard copy

Public Education and Outreach
Tracking General Public & Commercial Facilities

Date	Time	Name and Location of Person/Entity Information Provided	Copy of Info Attached

MCM 2 - Public Involvement / Participation

South Weber City is committed to providing ongoing opportunities for the public to provide input into the development of the SWMP and into other initiatives and plans designed to improve water quality.

South Weber City's Plan to Meet the Requirement of the Permit *(General Permit 4.2.2)*

Areas of Focus

- **Opportunities for Public Input:** The City welcomes comments from the public throughout the year.
  - To facilitate public comment, South Weber City will provide a copy of the SWMP, contact information, and basic stormwater practices on the City's Stormwater webpage.
  - The public is notified and invited to attend City Council Meetings related to the development, implementation, and updates to the SWMP and related Ordinances. Notice for these meetings is done in compliance with all current State and City noticing requirements.
  - South Weber City also seeks to involve the public in other stormwater management and clean water related decisions by engaging people during the planning of stormwater infrastructure projects and during development of stormwater related policy and master plans.
- **Accessibility:** A copy of the SWMP will be available online via the City's website.
- **Transparency:** In general, all documents related to stormwater management are public record and available under the Government Records Access Management Act (GRAMA).

Specific Goals with Methods of Evaluation and Rationale

To ensure South Weber City is meeting the requirements of the Public Involvement/Participation - MCM 2 section of the General Permit, the following specific goal has been established.

- **Opportunities for Public Input Goal:** Bi-Annually, South Weber City will hold a public hearing to obtain public comments related to stormwater.

  Methods of Evaluation:
  - Copies of public notices issued.
  - Meeting minutes.

  Completion: This goal should be evaluated and completed bi-annually (July and December).

  Rationale: Public comments will be welcome anytime of the year. By holding public hearings twice per year, there will be a specific opportunity for the public to provide input to the City.

MCM 3 - Illicit Discharge Detection and Elimination

South Weber City's Illicit Discharge and Elimination (IDDE) program is designed to prevent contamination of surface water and groundwater by monitoring, tracking, and removing non-stormwater discharges into the stormwater drainage system.

South Weber City's Plan to Meet the Requirement of the Permit *(General Permit 4.2.3)*

Areas of Focus

- **Ongoing IDDE program to detect and address non-stormwater discharges and illicit connections:** The City's on-going IDDE program is designed to characterize, trace the source, and eliminate illicit discharges, including spills and illicit connections, into the municipal stormwater system.
    - In conjunction with the Davis County Health Department, Public Works responds to and investigates all calls and reports regarding environmental concerns such as illegal dumping, spills, illicit discharges, and illicit connections.
    - Spills Hotline: (801-479-3177 x 2218) The City's hotline for reporting of spills and water quality concerns such as illegal dumping, and is publicized as a 24 hours a day, 7 days a week.
        - During regular business hours, calls are received by City Hall and followed up on by the Public Works Staff.
        - After-hours calls are managed by the on-call Public Works Staff.
        - South Weber responds to and investigates all calls received and records are kept of calls received and actions taken because of these calls.
        - The hotline is publicized and promoted on the City's website
    - South Weber City takes pride in exceeding permit requirements of IDDE program response and in most cases spill responses and investigation are performed the day of reporting.
    - Documentation of IDDE procedures is detailed in the City's IDDE Standard Operating Procedures (SOP) Manual.
    - South Weber City educates public employees, businesses, and the public about illicit discharges and hazards associated with improper disposal of waste through the various methods as described in the "Public Education and Outreach" Section.
    - South Weber City keeps an updated GIS stormwater system map that identifies all the outfalls and priority areas (as determined by the City). The GIS layer includes all known outfalls and major conveyance features.
    - South Weber City's website promotes services for the collection of household hazardous waste provided by the Davis County Landfill.
- **South Weber City Municipal Code Title 8, Stormwater and Drainage:**
    - South Weber City Municipal Code Title 8, Chapter 6 prohibits non-stormwater, illicit discharges into the City's stormwater system and provides the regulatory authority and framework for enforcement. These code sections are updated periodically to support the SWMP, with the last update being completed in 2025. The Code can be found on the City's website.

- Code Implementation:
  - The on-going IDDE compliance strategy strives to achieve compliance initially through public education and technical assistance. When education, technical assistance, and voluntary correction agreements do not achieve compliance, City Code 8.6.14 provides for progressive enforcement by the City through the Stormwater Inspector, Public Works Director, and/or City Administrator issuing verbal and written warnings, administrative fines, notices of violation, and stop work orders (See City Code for detailed process).
  - Pollution discharged into the municipal storm drain system and/or surface and ground waters (illicit discharges) violate City Code and subjects the violator(s) to fines and/or cleanup costs imposed by the City and/or State agencies (See City Code 8.6.14 Violation and Enforcement).

- **MS4 Screening:** South Weber City has an on-going program to screen the stormwater system for potential sources of non-stormwater discharges and illicit connections. South Weber City performs this screening through routine outfall inspection. During each inspection, Staff observe the structural integrity of the outfall and its adjoining pipes, sediment accumulation levels, and if there is any unusual flow, odor, color, or other visual indicators that would suggest a pollutant is present. If there is a water quality concern, the Staff will then report a spill through the spill hotline. This will trigger notification to the storm maintenance crew to respond and maintain storm structures and the water quality team for further investigation and follow up.
  - South Weber City screens on average 20% of the stormwater outfalls each year and annually tracks the percentage screened as well as the total percentage screened.
  - Outfalls are screened at a minimum of once every five (5) years.
- **Training:** South Weber will provide annual training to all employees (regardless of position/role) on illicit discharge topics relating to illicit non-stormwater discharges including: 1) identification and reporting; 2) investigation, termination, clean-up, and enforcement procedures; 3) investigation documentation requirements; and 4) Standard Operating Procedures and documentation. Training shall focus on the topics most relevant to the employee's position to ensure protection of water quality. This training will be provided by the City Engineer's Office (Annual SWMP PowerPoint Presentation). All new employees shall receive individual / small group training within 60 days of the date of hire.

Specific Goals with Methods of Evaluation

To ensure South Weber City is meeting the requirements of the Illicit Discharge Detection and Elimination – MCM 3 section of the General Permit, the following specific goals have been established.

- **Ongoing IDDE Efforts Goal:** South Weber City will continue to keep a database and update written SOPs for all inspections, spills, illicit discharges, and illicit connections.
  - The SOP will be reviewed, and any necessary updates will be completed annually in January of each year.
  - All documentation from IDDE incidents reported, actions taken, and subsequent public education actions will be reviewed annually in January of each year. Any resulting updates to SOPs shall be implemented.

Methods of Evaluation:

- Inspection Logs.
- Spills, Illicit Discharge, Illicit Connection Tracking Sheets.
- Photos.
- SOP Manual.

- **MS4 Screening Goal:** South Weber will inspect 20% of the stormwater outfalls on an annual basis.

Methods of Evaluation:

- Inspection Logs.

- **Training Goal:** South Weber will provide annual training to all employees (regardless of position/role) on illicit discharge and illicit connection detection on an annual basis. This training will be provided by the City Engineer's Office. All new employees shall receive individual / small group training within 60 days of the date of hire.

Methods of Evaluation:

- Attendance Rolls.
- Presentation Materials.

Record Keeping: South Weber City will continue to track and maintain records of illicit discharge detection and eliminations activities and summarize these activities in the Annual Compliance Report. **The Davis County Health Department, HAZMAT, and other responding Agencies track and maintain their own separate record. If the record / information is not directly shared with the City, then the City has the right and ability to make a request for the information needed specific to an incident.*

Additional Information / Resources for

MCM 3 - Illicit Discharge Detection and Elimination

Standard Operating Procedures
Priority Areas – Illicit Discharges
(4.2.3.3.1)

Procedure:

1. Identify all properties:
    a. All industrial commercial, or mixed-use zones
    b. Residential properties with history of illicit discharge or illegal dumping, or has an onsite septic system
2. Add property to list, including reasoning for prioritization (see Criteria list below)
3. Add property to GIS map
4. Perform and document annual visual inspections
5. Review and update list annually

Types of Properties:

1. Industrial
2. Commercial
3. Mixed-use
4. Residential

Priority Reasons:

A. Area with older infrastructure (50+ years) with increased potential of illicit connections
B. General use is industrial, commercial, or mixed-use
C. Past history of illicit discharges
D. Past history of illegal dumping
E. Onsite sewage disposal system
F. Area with older sewer lines or history of sewer overflows or cross connections
G. Located upstream of sensitive waterbodies
H. Hazardous materials storage and usage
I. Other (specify)

Identified Areas in South Weber City & Reason for Prioritization*:

Area Name	Address	Priority Reason
Axiom Construction	7636 S 2725 E	Industrial and/or commercial activities involving hazardous materials storage and usage, with potential for discharge to WOTUS
Bouchard Construction	7269 S 1200 E	Industrial and/or commercial activities involving hazardous materials storage and usage, with potential for discharge to WOTUS
General RV	546 E 6650 S	Industrial and/or commercial activities involving hazardous materials storage and usage, with potential for discharge to WOTUS

Kastle Rock Excavation	244 E South Weber Dr.	Industrial and/or commercial activities involving hazardous materials storage and usage, with potential for discharge to WOTUS
Maverik	2577 E South Weber Dr.	Industrial and/or commercial activities involving hazardous materials storage and usage, with potential for discharge to WOTUS
Morty's Car Wash	7723 S 2700 E	Industrial and/or commercial activities involving hazardous materials storage and usage, with potential for discharge to WOTUS
Nix Construction	1458 E South Weber Dr.	Industrial and/or commercial activities involving hazardous materials storage and usage, with potential for discharge to WOTUS
Public Works Shop	1719 E South Weber Dr.	Industrial and/or commercial activities involving hazardous materials storage and usage, with potential for discharge to WOTUS
Sure Steel	7528 S Cornia Dr.	Industrial and/or commercial activities involving hazardous materials storage and usage, with potential for discharge to WOTUS
Bouchard Construction	7269 S 1200 E	Industrial and/or commercial activities involving hazardous materials storage and usage, with potential for discharge to WOTUS
General RV	546 E 6650 S	Industrial and/or commercial activities involving hazardous materials storage and usage, with potential for discharge to WOTUS
Kastle Rock Excavation	244 E South Weber Dr.	Industrial and/or commercial activities involving hazardous materials storage and usage, with potential for discharge to WOTUS
Maverik	2577 E South Weber Dr.	Industrial and/or commercial activities involving hazardous materials storage and usage, with potential for discharge to WOTUS

**Also identified on City Stormwater mapping*

Annual Review and Updates to List: The identified areas shall be reviewed annually and updated as necessary on this SOP and map.

Dry Weather Outfall Inspections
Standard Operating Procedure
(4.2.3.3.3)

Purpose: To inspect / screen all outfalls within the City during dry weather conditions to detect non-stormwater discharges that shouldn't be entering the system, helping to maintain water quality in receiving waters.

Inspection Frequency: Inspection shall be conducted at each location identified on the GIS map at least once every five years during dry weather periods when there has been no significant rainfall for more than 24 hours.

Inspection Requirements:

- ☐ Prepare for Inspection
    - Plan to inspect sites as noted in the inspection frequency section above.
    - Review any previous inspection reports / notes for the site(s).
    - Ensure all personal protective equipment applicable (e.g. safety vest, gloves) is worn.
- ☐ Process for Completing Inspection
    - Inspector shall follow the requirements of the inspection form as found on GIS Field Map to inspect:
        - Visual appearance of the discharge: color, clarity, foam, oil sheen (if discharge is present)
        - Odor
        - Flow rate and consistency
        - Presence of debris or unusual materials
        - General site cleanliness and compliance
    - Take photos
    - Upload photos and notes to inspection report.
    - Complete and certify the inspection report.
- ☐ If discharges are present, the Inspector shall follow the Standard Operating Procedures for Tracing Illicit Discharges and Characterizing, Containing, and Removing Illicit Discharges

Tracing Illicit Discharges
Standard Operating Procedure

(4.2.3.4.1)

Purpose: Protect against and reduce risk of contamination of stormwater systems by quickly determining the source of an illicit discharge, taking timely remediation steps to prevent further contamination, and protecting receiving waters.

Overview: Once an illicit discharge has been reported or detected through an inspection, the next step is to locate the source. Selection of tracing techniques will depend on the type of illicit discharge detected, the information collected during initial discovery and observation (whether through an inspection by a municipal employee or through a citizen call-in), and the resources/technology available. A single technique may be used or several techniques may need to be combined to identify the source of the discharge. The flow chart (on the following page) should be used as a method of selecting tracing techniques that can be applied to the two categories of potential illicit discharges: (1) present at the location (where the illicit discharge was initially reported), and (2) continuous discharges (where upon returning to the site a continuous flow is present and the flow may be more easily traced to the source). Each of these circumstances is described below.

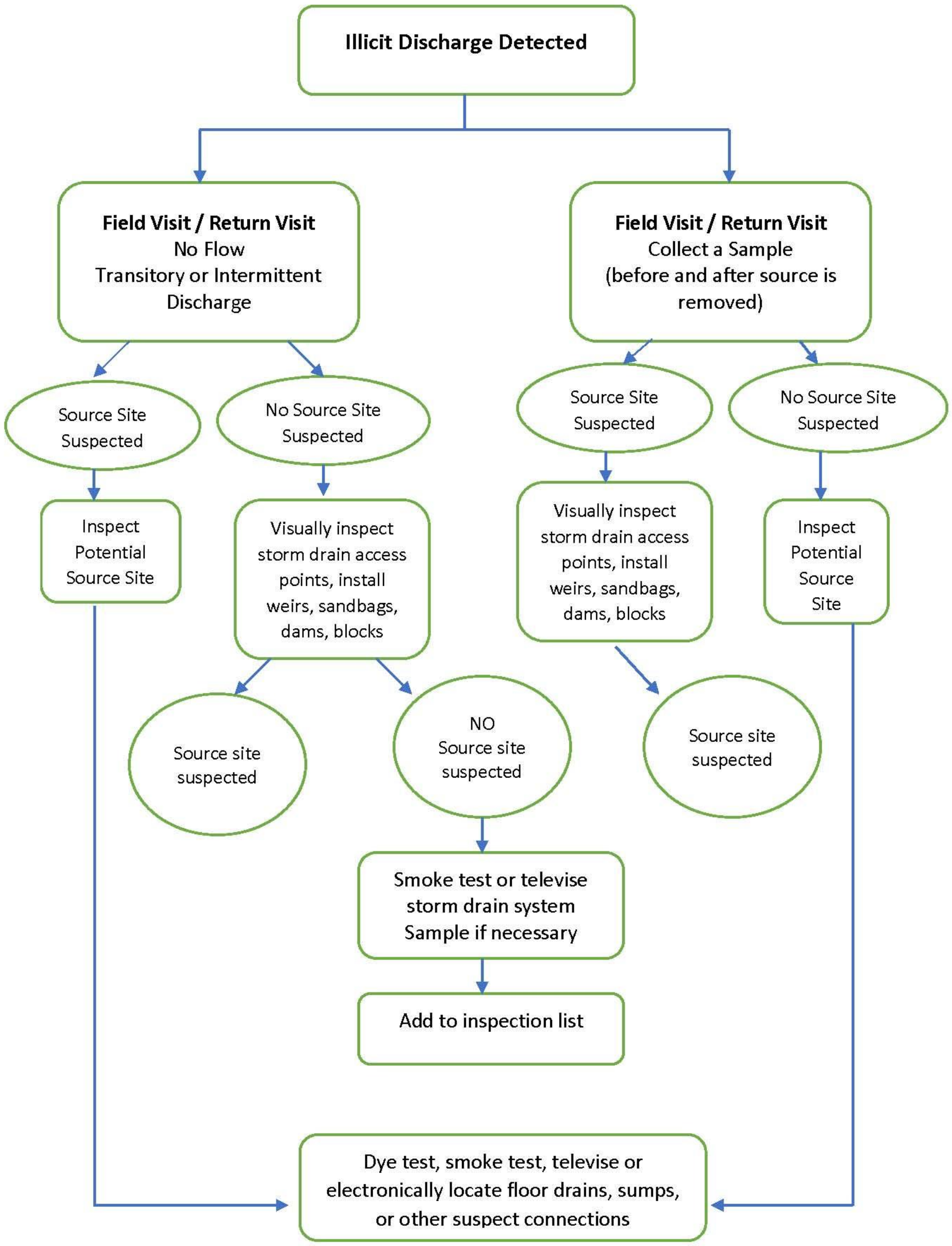
Transitory or Intermittent Discharges: These conditions may occur because of an inspection or a citizen complaint. While initial information may have been collected regarding the potential illicit discharge, a return trip may show that the discharge was either intermittent or transitory (e.g., no flow is present upon return to the site). The investigation techniques that should be used will depend on whether or not a potential source location is identified during the initial observation:

- *Potential Source Identified:* If a potential source for the illicit discharge was initially identified, steps should be taken to investigate the potential source site, such as inspecting the site and storm drain system in the vicinity of the site. If floor drains, sumps, or other suspect discharge locations are observed during this inspection, dye testing, electronic location of subsurface pipes, or televising may be used. These techniques should definitively show whether the suspect site was the source of the illicit discharge.

- *Potential Source Unidentified*: If no source site is suspected, and only the general area of the illicit discharge is known, it may be possible to trace the evidence of the illicit discharge by visual inspection of the storm drain access points. If this catch basin/manhole inspection technique is not fruitful, some intermit steps could be taken to try to trap water from an intermittent discharge. For example, placing booms within the manhole sections, sand bagging, damming or block testing of selected storm drain access points can help reveal the source of the discharge. If these techniques have no positive result (no water pools behind the weir or sandbag), the discharge was likely transitory (one time only), and it may not be possible to determine its origin.

Continuous Discharge: The primary difference between tracing a transitory or intermittent discharge and tracing a continuous discharge is that sandbagging and weirs are not required for a continuous discharge. Visual observation of the system access points should reveal where the flow is coming from. Just as for tracing a transitory or intermittent discharge, if visual inspections are not fruitful in identifying the source and the original report was severe or gross pollution, then another form of detection should be used.

Figure 1-1: Flow Chart to Select Tracing Techniques



Inspection Types & Procedures:

- **Visual Inspection at Manholes/Inlets:** This tracing technique is typically used when there is no suspected source site. It is the most cost effective and efficient method of tracing.
  - Follow all standard safety procedure when conducting inspections (such as, but not limited to):
    - Cone placement
    - Safety vests
    - Confined space entry techniques
    - Personal protective equipment
  - Review available sanitary sewer and storm drain maps before conducting the dye testing.
  - Structures should be systematically inspected starting at the initial detection location, gradually working upstream through the system.
  - Document Observations (depending on the information provided from the initial identification): color and clarity of any discharge, staining or deposits on bottom of the structure; oil sheen, scum or foam on any standing fluids in sump of structure; odors, staining or deposits on inlet pipes and outlet pipes.
  - Progressively inspect additional structures until either a potential source is found, or no further evidence is found.
    - If no further evidence is found the crew may elect to further assess some of the structures by installing sandbags or other damming devices to determine if the discharge recurs.
  - Follow SOP for Removal of the Illicit Discharge
  - Add location to future inspection list on GIS Map

- **Sandbagging or Damming:** Sandbagging and damming is typically only conducted when the discharge flow has ceased since initial detection. Application of this technique will show whether the discharge is one time only (no water pools behind the sandbag or dam) or intermittent (water pools behind the sandbag).
  - Placement of booms at intermittent locations
  - Document placement and results
  - Add location to future inspection list on GIS Map

- **Dye Testing:** Dye testing is typically conducted when a potential source site has been identified, and the crew is trying to determine whether the site has floor drains or other locations that connect and discharge to the storm drain system.
  - Obtain permission to access the site must be obtained before dye testing can be conducted.
  - Review available sanitary sewer and storm drain maps before conducting the dye testing.
  - Conduct dye testing procedure.
    - Discharge the dye into the suspect location
    - Open nearby storm drain and sanitary sewer manhole covers to determine where the dye discharges to.
  - Document results
  - Add location to future inspection list on GIS Map

- **Televising:** Televised video inspections are a useful technique when an illicit connection or infiltration from a nearby sanitary sewer is suspected, but little evidence of the illicit discharge remains behind.
    - Contact outside Contractor, Twin D, 801-771-3038
    - Add location to future inspection list on GIS Map

Sample Collection:

Upon initial field visit, if flow is present and the site is safe to enter, a sample should be collected for laboratory analysis as follows:

- Field personnel will wear gloves while collecting samples.
- Bottles will be:
    - Clearly labeled with the location, date, and time of collection;
    - Stored in a cooler with ice; and
    - Delivered to the certified State lab for analysis.
        - Weber Basin Water Conservancy District
2837 East HWY 193, Layton
801-771-1677
        - Davis County Health Department Lab
22 South State Street, Clearfield
801-525-5000
- Laboratory analysis may consist of bacteria, metals, nutrients, hydrocarbons, or other analyses deemed appropriate based on the observations and suspected sources from field screening.
    - Analytical results may either be used to support further identification of the source of flow, or to provide any back up documentation that may be necessary for enforcement activities.

Characterizing, Containing, and Removing Illicit Discharges
Standard Operating Procedures

(4.2.3.4.2 and 4.2.3.4.3)

Purpose: Instructions for evaluating how an illicit discharge will be characterized, immediately contained, and removed/cleaned up.

Classification: The following non-stormwater discharges do not need to be addressed and are not considered illicit discharges:

- De-chlorinated Water line flushing
- Landscape irrigation
- Diverted stream flows
- Rising ground waters
- Uncontaminated ground water infiltration
- Uncontaminated pumped ground water
- Discharges from potable water sources
- Foundation drains
- Air conditioning condensate
- Irrigation water
- Springs
- Water from crawl space pumps
- Footing drains
- Lawn watering runoff
- Individual residential car washing
- Flows from riparian habitats and wetlands
- De-chlorinated swimming pool discharges
- Residual street wash water
- De-chlorinated water reservoir discharges
- Discharges or flows from firefighting activity taken to contain the discharge

Procedure:

1. Review report of discharge (either received via the City's Hotline or as found by the City).
2. Conduct a field visit to determine the kind of illicit discharge.
3. Check for illicit discharge indicators (e.g. odor, color, turbidity, and floatables).
4. Document finding on the ***Spill / Illicit Discharge Tracking Sheet***
   ****If the situation is a serious environmental threat to humans or the environment, contact the Davis County Health Department immediately.***
5. Locate source of illicit discharge and eliminate, ***SOP for Tracing Illicit Discharges***
6. Place applicable emergency spill material at the site of the illicit discharge (e.g. flotation booms, oil rags, water-based oil absorbent materials, etc).
7. Seek technical assistance from the Davis County Health Department, Utah Department of Water Quality, and local Fire/Emergency Departments (if needed).

8. City Field Personnel will work the appropriate Agency for environmental cleanup, see ***Notification Contact Sheet*** *(4.2.3.9.1)*
9. Follow Removal of Illicit Discharge – detailed steps below.
    a. Obtain available property ownership information for the source of the illicit discharge.
    b. Determine who is financially responsible and initiate the process based on:
        i. PRIVATE property owners:
            1. Contact Owner
            2. Issue Notice of Violation for violations of the associated ordinance
            3. Agree to appropriate schedule for removal
        ii. Municipal Facility:
            1. Notify appropriate municipal authority or department head.
            2. Schedule Removal
            3. Remove illicit connection
            4. Ensure the site is cleaned up
            5. Ensure the removal is completed satisfactorily with follow-up inspections
    c. Suspend access to storm drain if threats of serious physical harm to humans or environment are possible.
    d. Direct Responsible party to initiate repairs, corrections, and cleanup.
    e. Coordinate with enforcement official, Public Works Director and/or City Manager for escalating penalties in accordance with the ordinances.
    f. If the Permittee is responsible, ensure that the cause of the discharge is repaired and corrected. Coordinate with appropriate authority or department head.
    g. See technical assistance from the Davis County Health Department or Utah Department of Water Quality if needed.
10. Clean Up:
    a. Confirm illicit discharge is removed or eliminated and that proper clean-up is performed through follow-up inspections.
11. Documentation:
    a. Maintain records of Notice of Violation and penalties.
    b. Document repairs, corrections, and any other actions required on the ***Spill / Illicit Discharge Tracking Sheet***
    c. Document all inspections.
12. Complete inspections and escalate enforcement and legal actions as stated in the City Ordinance until the spill / discharge is eliminated and the potential for future spill / discharge has been mitigated.

Spill / Illicit Discharge Tracking & Inspection Sheet

~ INITIAL NOTIFICATION ~

Date of Notification / Observation: ________________________

Location: ____

Description of Spill / Discharge: ____

Method of Discovery: ☐ Citizen Call to City ☐ Citizen Call to Hotline ☐ City Employee ☐ Other

Contact Information for Person that Discovered:

Name: ____

Phone: ____

~ RESPONSE ~

Date Investigation / Response Began: ________________________

Response By: ☐ City ☐ Health Department ☐ County Spill Response ☐ Other _________________

Property Owners Notified:

Name	Address	Phone	Date / Time Notified	Notification Made By

Estimated Quantity of Spill: _______________________________________

Did the Spill / Discharge enter a waterbody? ☐ Yes _____________________ ☐ No ☐ Unknown

Did the Spill / Discharge enter storm drain system? ☐ Yes _____________________ ☐ No ☐ Unknown

Spill / Discharge Identified As: ____

Source of Spill / Discharge: ____

~ REMOVAL ~

Date of Removal: ________________________________

Repair / Removal Action Taken: ____

Repair / Removal Performed By:____

~ ENFORCEMENT / MONITORING ~

Date of Enforcement Action: ______________________________________

Action Taken: ____

Monitoring Required: ☐ Yes ☐ No

Process for Determining Monitoring: ___________________________________

Determined By: ____

Follow-Up Inspection Date: ____

Inspection Notes: ____

Inspection Completed By: ____

RESOLUTION

Date Case Closed: ____________________________ **Case Info Added to Map:** ☐ Yes ☐ No

Final Resolution: ____

Closed By: ____

SPILL AND IMPROPER DISPOSAL RESPONSE
Standard Operating Procedure

(4.2.3.4.4)

Purpose: Procedure for responding to a public referral of illicit discharge.

Process:

1. Receive report of illicit discharge.
2. Follow the "Spill and Improper Disposal Response Flow Chart" (on page x)
3. Contact the appropriate entity(ies) (information on page
4. Follow the Spill Cleanup and Response SOP (on the following page)

Spill Cleanup and Response

PURPOSE: Prevent pollutants from entering storm water systems and waters of the State of Utah by establishing consistent spill prevention, response, cleanup, and reporting procedures.

PROCEDURE:

1. **Immediate Actions (Always Required)**

    a. **Stop the Source**: Immediately stop the source of the spill if it can be done safely (e.g., shut off valves, upright containers, stop equipment).
        i. **If it is not safe to respond, immediately evacuate and call 911**.

    b. **Contain the Spill**: Use berms, booms, absorbent socks, or other barriers to prevent the spill from spreading.

    c. **Protect Storm Drains and Water Bodies**:
        i. Immediately cover or block nearby storm drains.
        ii. Deploy containment booms if the spill could reach a ditch, canal, or surface water.

    d. **Determine the Type of Material Spilled:**
        i. **Petroleum Spills** include, but are not limited to, gasoline, diesel, fuel oils, lubricating oils, hydraulic oils, and asphaltic products.
            1. Any spill that reaches or threatens storm drains, surface water, or groundwater **must be reported immediately (see Step 2)**.
            2. Report spills that:
                - Cannot be fully contained,
                - Cannot be completely cleaned up promptly,
                - Result in visible soil or water contamination,
                - Occur during precipitation or may be mobilized by storm water.
            3. **When in doubt, report the spill.**

        ii. **Hazardous Materials Spills** includes non-petroleum chemical spills that pose a threat to human health or the environment.
            1. Immediately notify the **Fire Department** and the **Davis County Department**.
            2. Follow Safety Data Sheet (SDS) instructions.
            3. Evacuate the area if necessary for safety.

    e. **Absorb the Spill**:
        i. Apply absorbent materials such as oil absorbent pads, granules, kitty litter, or sawdust.
        ii. Do **not** use water or straw.

    f. **Collect and Dispose**:
        i. Collect used absorbents and contaminated materials.

ii. Dispose of waste in accordance with the Petroleum and Chemical Disposal SOP and applicable regulations.

2. **Notification and Reporting**
    a. Notify Public Work Director of spill.
    b. Public Works Director will notify the Utah DEQ Division of Water Quality of the spill and coordinate with DEQ. Spills that impact or threaten waters of the State must be reported to the Utah DEQ Division of Water Quality (DWQ) as soon as knowledge of the spill exists.
    c. Notify Davis County Health Department, Environmental Health Division.
    d. Notify property owner (where applicable).

3. **Prohibited Practices (Never)**

- Never wash spills into storm drains, ditches, canals, or surface waters.
- Never leave a spill uncleaned or unreported.
- Never allow spilled materials to remain exposed to rainfall or snowmelt.
- Never dispose of contaminated absorbents in regular trash unless approved by applicable disposal procedures.

4. **Clean Up the Spill**
    a. **General**
        i. Spill cleanup shall begin immediately after the source has been stopped and the spill has been contained.
        ii. All cleanup activities shall prioritize preventing pollutants from entering storm drains, ditches, canals, or waters of the State.
        iii. Cleanup shall be conducted using dry methods only unless otherwise approved by Environmental Health.

    b. **Cleanup of Petroleum Spills**
        i. Apply absorbent materials (pads, socks, granules, or equivalent) to fully absorb free liquids.
        ii. Allow sufficient contact time for absorbents to absorb liquids completely.
        iii. Collect saturated absorbents using non-sparking tools where applicable.
        iv. Remove visibly contaminated soil, gravel, or debris if petroleum has migrated beyond the surface.
        v. Place all contaminated materials in labeled, compatible containers for proper disposal.
        vi. Inspect the affected area to confirm no visible sheen, staining, or residue remains.

    c. **Cleanup of Hazardous Materials**
        i. Follow all Safety Data Sheet (SDS) instructions for cleanup and personal protective equipment (PPE).

ii. Do not attempt cleanup if the material presents an inhalation, fire, or explosion hazard.
iii. Isolate the area and wait for trained emergency responders if required.
iv. Collect cleanup waste and dispose of it in accordance with hazardous waste regulations.

5. Final Inspection and Restoration

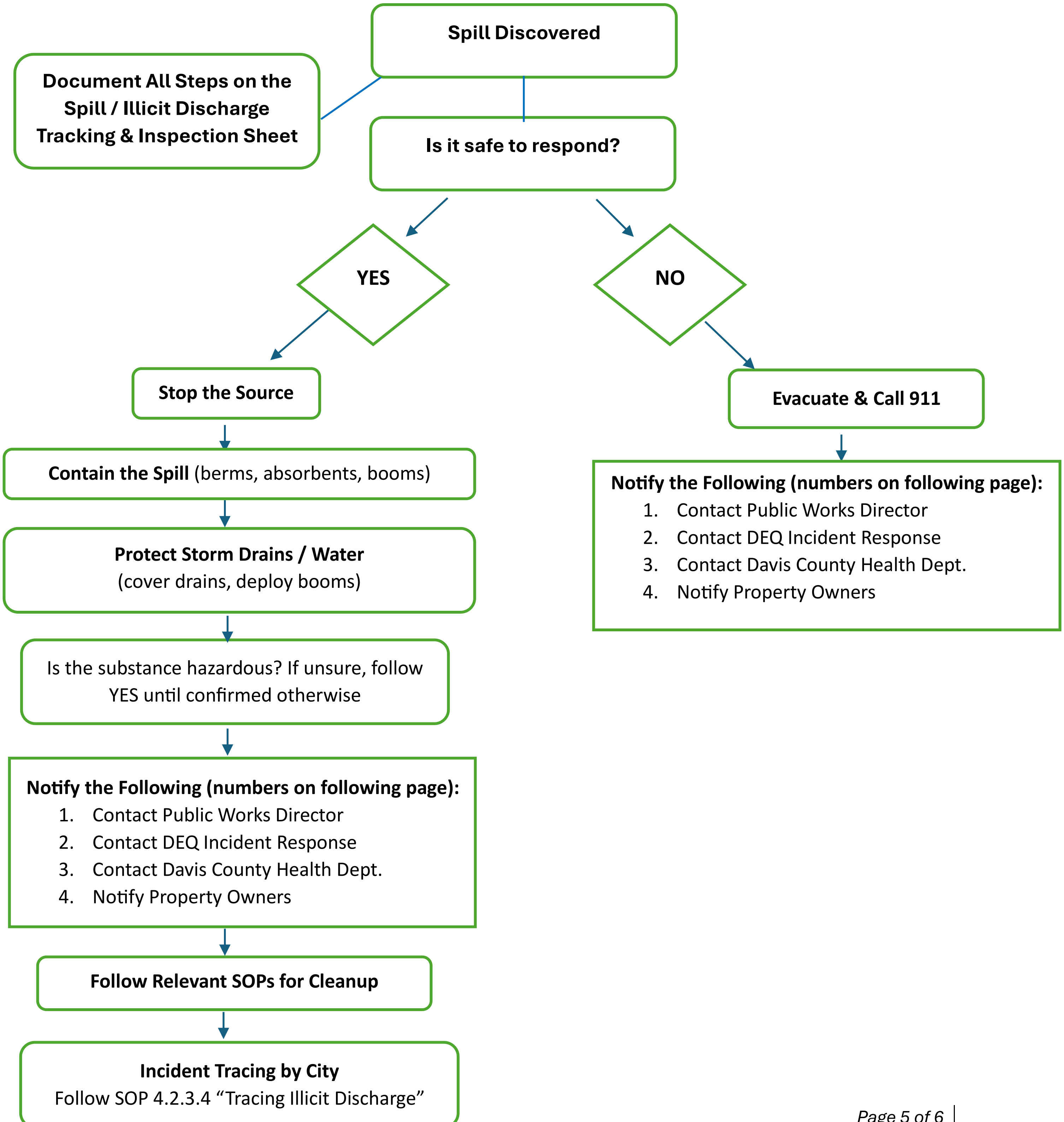
a. Inspect the cleanup area to ensure all spilled material and contaminated media have been removed.
b. Verify storm drains and nearby conveyances are free of contamination.
c. Replace used spill response supplies immediately.
d. Repair or remove leaking equipment before returning it to service.

6. Documentation

a. Document the spill cause, material type, estimated quantity, cleanup actions, and disposal method on the **Spill / Illicit Discharge Tracking & Inspection Sheet.**
b. Maintain records in accordance with UPDES permit.

SPILL AND IMPROPER DISPOSAL RESPONSE FLOW CHART

(4.2.3.4.4)



NOTIFICATION CONTACT INFORMATION
Last Updated July 2026

City Public Works Department	
Corey Wilson	801-529-2620
Bryan Wageman	801-791-5765
Mark Larsen	801-458-4835
Local Fire Department	
Chief Tolman	801-479-3177 ext. 2208
County Services	
Davis County Health Department Environmental Health 24/7	801-525-5000
Davis County Dispatch	801-444-2280
State of Utah	
Division of Water Quality Response Line	801-536-4123
Utah Department of Health Emergency Response	801-580-6681
National Response Center	800-425-8802

Environmental Response Companies (Available 24/7):

Name	**Location**	**Telephone**
A Plus Environmental LLC	Ogden, Layton	(801) 392-6545 or (801) 391-2050
Enviro Care, Inc	North Salt Lake	(801) 299-1900 or (801) 820-9058
HMHTTC Response Inc.	Ogden	(801) 627-2240 or 800-927-9303
Lincoln Environmental Services	Ogden	800-257-5370
S & M Diesel Environmental Services	Brigham City	800-735-2004 or (435) 279-8124
USA Environmental	Layton, Ogden	(801) 390-4934

Tracking Public Comments
Standard Operating Procedure

(4.2.3.4.4)

Purpose: To keep a written record of public reporting of spills, other illicit discharges, and feedback from public education efforts received from City's hotline.

Documenting Report of Spills / Other Illicit Discharges

1. Input initial caller information into **Iworq System** under "Storm Water"
   a. Caller Name and Contact Information
   b. Location of spill / illicit discharge
   c. Description of spill / discharge
   d. Ask if there is immediate danger to people or the environment – if yes notify 911 immediately
2. Notify Storm Water Coordinator via phone
3. Storm Water Coordinator will follow the ***Spill and Improper Disposal Flow Chart*** *(4.2.3.4.4)*
4. Storm Water Coordinator to complete "Initial Notification" section of the ***Spill / Illicit Discharge Tracking & Inspection Sheet***
5. Follow ***SOPs for Tracing Illicit Discharges and Characterizing, Containing, and Removing Illicit Discharges*** to inspect, follow-up, document, and close-out findings.

Documenting – Public Education Efforts / Non-Spill

1. Input caller or emailed information into **Iworq System** under "Storm Water"
   a. Caller Name and Contact Information
   b. Location
   c. Description of public education, comments, or questions
2. Storm Water Coordinator to follow up with caller (if needed) and document any additional steps
3. Document any follow-up action required in Iworq System

MCM 4 - Construction Site Stormwater Runoff Control

South Weber City reviews development plans and inspects development sites during construction to ensure erosion and sediment control best management practices are in place and stormwater facilities are installed and maintained as designed.

South Weber City's Plan to Meet the Requirement of the Permit *(General Permit 4.2.4)*

Areas of Focus

- **Ongoing Program for Stormwater Management Standards for Development, Redevelopment, and Construction Sites:** The program applies to private and public development, including infrastructure projects.
  - South Weber City Code Title 8, Chapter 6 Stormwater Regulations requires stormwater construction activity permits, stormwater connection permits, NOIs, SWPPPs, and BMPs to be put in place.
- **Review Plans and Inspect Construction Sites:**
  - South Weber City reviews all permits and development plans, inspects sites during construction, and takes enforcement action against those failing to follow approved guidelines or to provide facilities as required in the approved plans.
  - The review process includes civil/site plan review, an approval process (as required in City Code Title 8 Water, Sewer, Stormwater and Drainage and Title 11 Subdivision Regulations), inspections, and enforcement to meet standards established by the permit for qualifying new and redevelopment sites. The City's oversight of new and redevelopment occurs in phases: (1) prior to construction during the plan review and acceptance process; (2) before the site is cleared during an initial site construction inspection; (3) during construction via construction site inspections; and (4) post construction as part of the stormwater infrastructure acceptance inspection. Proposals for public and private projects are reviewed by the City Engineer for compliance with South Weber City's Standards, including LID requirements. City staff inspect qualifying public and private construction sites and/or review the Contractor's electronic inspection reports on a continuous basis to ensure the proper temporary erosion and sediment control measures have been selected, properly placed, and installed correctly.
  - City Inspectors inspect the stormwater drainage system that can potentially be impacted by development construction activity. This occurs, at a minimum, every month until the development has been built-out or when construction has stopped, and the site is stabilized. If facilities and stormwater conveyance require cleaning during construction, responsible parties perform maintenance / cleaning.
  - South Weber City Inspectors have the authority to enforce the South Weber City Code, as stated in Title 8 Water, Sewer and Strom Drain Regulations and Title 11 Subdivision Regulations, using corrective action notices and stop work orders, to ensure the protection of receiving waters from construction impacts.
- **Notice of Intent / Permit Coverage:** City Code 8.6.15 requires Contractors to obtain coverage under the current applicable UPDES construction stormwater permit for the duration of the project. Contractors shall renew coverage, if necessary, and terminate coverage where appropriate. The City provides links to the "Notice of Intent for Construction Activity" and

"Notice of Intent for Industrial Activity" to applicants as part of the development and redevelopment permit / approval process.

- **Training:** All Staff whose primary job duties are related to implementing the construction stormwater program, including permitting, plan review, construction site inspections, and enforcement are annually trained to conduct these activities by the Stormwater Coalition and/or the City Engineer. Training should include enforcement and inspection SOPs. All training should be documented and tracked through sign-in sheets and copies of agenda/presentation materials. All new employees shall receive individual / small group training within 60 days of the date of hire.

Specific Goals with Methods of Evaluation

To ensure South Weber City is meeting the requirements of the Construction Site Stormwater Runoff Control – MCM 4 section of the General Permit, the following specific goals have been established.

- **Review Plans and Inspect Construction Sites Goal:** South Weber City will keep accurate records of construction sites reviewed and approved, and construction sites evaluated and inspected, and any enforcement actions taken.

  Methods of Evaluation:

  - Database Tracking Developments (Reviewed, Approved, Completed).
  - Pre-Construction SWPPP Review Checklists.
  - Pre-Construction Attendance Rolls / Meeting Notes.
  - Inspection Logs.
  - Enforcement Tracking Log.

- **SOP and Checklist Goal:** Annually, in October of each year, South Weber City will update SOPs for inspections and stormwater enforcement of construction sites.

  Methods of Evaluation:

  - SOP Manual.
  - Checklists.

Record Keeping: South Weber City will continue to track and maintain records of actions related to controlling runoff from development, redevelopment, and construction sites and summarize these activities in the Annual Compliance Report.

Additional Information / Resources for

MCM 4 - Construction Site Stormwater Runoff Control

Standard Operating Procedure
Permit Coverage Review
(4.2.4.1.2)

Application: These procedures shall apply to all construction sites that are obtaining coverage under the Construction General Permit or Common Plan Permit.

Responsible for Review: Public Works, Storm Water

Verification Process - NOI:

- Developer/Contractor submits NOI.
- City, on a weekly basis, monitors the CDX website to verify that NOI has been approved.
- Developer/Contractor submits SWPPP for review and approval.
- City completes review of SWPPP as outlined in the SWPPP review SOP.
- Upon approval of SWPPP, City issues approved building permit or notice to proceed with construction.

Verification Process - NOT:

- City, on a weekly basis monitors the CDX website to verify that NOT has been requested.
- Approval is granted if all requirements of the close-out of the Project / Development when:
    - Contractor / Developer has completed all SWPPP requirements and final site stabilization is established.
    - Contractor / Developer does not have any outstanding Compliance issues.
    - City has issued Final Acceptance of the Development and/or Project.
    - All Final Inspection Punchlist Items issued by City Inspector are complete.
    - Completion of NOT Inspection Form
- Approval of the NOT will not be granted if any of the above items are not complete.

Record Keeping: A copy of the completed NOI and NOT shall be kept with the original SWPPP.

Construction Oversight Notice of Termination Form

BACKGROUND INFORMATION

Site Name:	UPDES Permit #:
Site Address:	
Local Jurisdiction or County:	
Permit Effective Date:	Permit Expiration Date:
Total Project Area:	Total Disturbed Area:

Project Type: (circle) *Subdivision* *Commercial* *Industrial* *Linear (Road/Pipe/Power)* *Land Disturbance*

OPERATOR CONTACT INFORMATION

	NAMES	PHONE NUMBERS	E-MAIL
Operator:			
Onsite Facility Contact:			
Important Contacts:			
Important Contacts:			

NOTICE OF TERMINATION (NOT) INSPECTION

Inspected By:	Date of Evaluation:
Title\Organization:	

	List: Yes, No, N/A
1. Has the site achieved final stabilization? (>70% vegetative and/or non-vegetative cover for all disturbed areas) (CGP 8.2.1.a, 2.2.14.b; CPP 1.7.1)*	
2. Have all construction materials, waste and waste handling devices been removed? (CGP 8.2.1.b; CPP 2.4)	
3. Have all temporary storm water controls been removed? (CGP 8.2.1.c)	
4. Have all pollutants and pollutant-generating activities been removed? (CGP 8.2.1.d; CPP 2.8, 2.9)	
5. If landscaping will be completed by the homeowner, have temporary sediment and erosion controls been installed? (CGP 8.2.4; CPP 1.7.2)	

***Provide comments for exceptions under CGP 2.2.14.b(3) (arid conditions, restored ag. land, or areas to remain disturbed).**

COMMENTS:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Inspector:

(Print Name)	(Title)	(Signature)	(Date)

Operator:

(Print Name)	(Title)	(Signature)	(Date)

modified 04/25

Standard Operating Procedure
Pre-Construction SWPPP Review
(4.2.4.3)

State Code & Definitions:

From **Utah Code 19-5-108.3:** "The applicant shall allow construction site inspections by the authority. Except as provided in Subsection (12), the authority shall conduct an oversight inspection[1] through an electronic site inspection[2]."

"The authority may conduct an on-site inspection if the authority: has a documented reason for justifying an on-site oversight inspection."

To differentiate between the two types of oversight inspections, the terms "on-site oversight" and "electronic oversight" inspection are used.

- "On-site oversight inspection" is an inspection in which MS4 staff physically visit(s) a construction site to determine a site's compliance with construction storm water permits as has been done historically.
- "Electronic oversight inspection" is an offsite inspection in which MS4 conducts a review of the operator's submitted electronic site inspection to determine a site's compliance with construction storm water permits.

Each of these types of oversight inspections will be described in the *During Construction* portion within the *Process* section of this SOP.

Purpose:

The purpose of this SOP is to describe how all MS4s will conduct inspections for construction sites that require construction storm water permit coverage under the Construction General Permit (CGP) or Common Plan Permit (CPP). For purposes of this SOP, "operator" means the person responsible for the Storm Water Pollution Prevention Plan (SWPPP) implementation.

Responsibilities:

Each MS4's permit staff are responsible for implementing the requirements and may not differ from this SOP. The operator is responsible for abiding by all requirements of the UPDES CGP or CPP, and the MS4 is responsible for oversight.

- The position responsible for pre-construction SWPPP reviews at permitted construction sites is the Storm Water Coordinator and/or City Engineer.
- The position responsible for oversight inspections is the Storm Water Coordinator.

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[1] "Oversight inspection" means a construction site inspection performed by the authority to impose compliance with the permit. (Utah Code 19-5-108.3)

[2] "Electronic site inspection" means geo-located and time-stamped photographs the applicant takes, evaluates, and submits electronically to the authority. (Utah Code 19-5-108.3)

- The position(s) who has authority to implement enforcement procedures is Public Works Director, Storm Water Coordinator, and City Engineer.

This SOP is to be followed and updated according to State and municipal requirements.

Permit Requirements:

1. Oversight Inspections
    a. Required to be completed on any "qualifying construction site" with a land disturbance of greater than or equal to one acre as described in the DWQ MS4 Permit.
    b. The MS4 must inspect all phases of construction: prior to land disturbance, during active construction, and following active construction.
2. Qualifying Construction Sites
    a. Oversight inspections are required to be completed at least monthly.
    b. Exceptions
        i. If the operator has demonstrated adequate compliance history[3], the MS4 **must** reduce the inspection frequency as described in part 2.c of this SOP.
            1. If at any point, the operator is not in compliance, the MS4 **must** resume monthly inspections until two consecutive months of adequate compliance history is again achieved.
            2. An updated list of sites that have demonstrated adequate compliance history can be found within the current GIS map and/or ComplianceGo.
        ii. If the operator has suspended construction activity due to frozen conditions, the MS4 **may** reduce oversight inspection frequency as described in part 2.c of this SOP.
            1. Monthly inspections **must** immediately resume with any thawing conditions.
            2. An updated list of sites meeting this criteria can be found within the current GIS map and/or ComplianceGO.
        iii. If the site is located in an arid location and within the seasonally dry period, the MS4 **may** reduce oversight inspection frequency as described in part 2.c of this SOP.
            1. Monthly inspections **must** immediately resume with any rain event.
            2. An updated list of sites meeting these criteria can be found within the current GIS map and/or ComplianceGO.
    c. The reduced inspection schedule for oversight inspections must at minimum include:
        i. One inspection prior to land disturbance
        ii. One inspection each year during active construction
        iii. One inspection following active construction
        iv. Inspections to investigate any verified complaint

[3] "Adequate compliance history" means (1) two consecutive months of oversight inspections which did not result in enforcement, including warnings of enforcement (this may include the inspection prior to land disturbance and the first monthly inspection); 2) no instances of verified complaints; and 3) no observed impacts to waters of the state or the MS4 system.

3. Priority Qualifying Construction Sites
    a. Priority construction sites are distinguished by factors defined in Part 7.0 of the DWQ MS4 Permit.
        i. Oversight inspections are required to be completed at least monthly.
4. Qualified Personnel
    a. The oversight inspection must be performed by a "qualified person" as defined in Part 7.0 the DWQ MS4 Permit.
    b. Anyone who has a job duty related to implementing the construction storm water program must be trained within 60 days of hire and annually thereafter.
5. Record Retention
    a. All MS4s must maintain records for five years or until construction is completed, whichever is longer, of all applicable construction project documents which could include:
        i. Site plan reviews
        ii. SWPPPs
        iii. Oversight Inspections
        iv. Enforcement Actions (notices of violation, fines, stop work orders)

Process:

1. Pre-construction
    a. Conduct a SWPPP review for compliance with the CGP or CPP, local ordinances, and consistency with the actual conditions of the site.
        i. The MS4 may request more information or modification if the MS4 lists why the SWPPP is noncompliant and includes specific CGP, CPP, or ordinance citations.
        ii. The MS4 has 14 business days to review the SWPPP initially and 5 business days to review each subsequent modification of the SWPPP.
        iii. The initial SWPPP review may occur during the pre-construction oversight inspection.
        iv. When the SWPPP review is complete, the MS4 must notify the applicant in writing if the authorization to discharge is granted.
    b. Conduct a preconstruction SWPPP meeting prior to land disturbance which at minimum must include:
        i. A review of the site design
        ii. Planned operations at the construction site
        iii. Planned Best Management Practice(s) (BMPs) during the construction phase
        iv. Planned BMPs to manage run-off created after development.
        v. MS4 enforcement policy
        vi. Procedure to notify the MS4 of the completion of active construction.
    c. Conduct a pre-construction electronic oversight inspection or on-site oversight inspection.
        i. This pre-construction inspection must occur before land disturbance and will verify that the operator has placed all site-specific construction BMPs prescribed by the SWPPP.

   d. The MS4 must determine if the construction site will be inspected as a "priority construction site" based upon factors listed in the DWQ MS4 Permit.
   e. Verify that the operator submitted a Notice of Intent (NOI) through the NeT NPDES eReporting Tool online (NeT) *before* earth disturbing activities.
   f. Documentation:
      i. SWPPP Review Checklist: Document the SWPPP Review using the Checklist provided by USWAC by saving in the Project or Development file and/or attaching to GIS map location or ComplianceGo location.
      ii. Pre-construction Meeting: Document the meeting using the Pre-Construction meeting agendas and saving completed agendas and attendance roles in the Project or Development file(s).
      iii. Pre-construction Inspection: Document the inspection by adding to GIS map location information or ComplianceGO location.
   g. Election of Oversight Inspection
      i. Document if the operator has chosen to opt-out of electronic site inspection requirements.
         1. The form used is the DWQ provided form.
         2. Retain records of any opt-out elections through attachments in either GIS map location or ComplianceGo.
      ii. Document if the operator has asked the MS4 to perform monthly oversight inspections regardless of compliance status.
         1. The document used is maintained either as part of GIS map location or within ComplianceGo.
   h. Retain records of any operator elections through GIS map location, ComplianceGo, and/or within Project or Development file.
2. During Construction
   a. Electronic Oversight Inspection
      i. Perform the required electronic oversight inspections through access to the operator's SWPPP, electronic site inspection(s), and operator's self-inspection(s).
         1. The operator's report must use geo-located and time-stamped photos of all BMPs implemented at the construction site.
         2. All photos must be sufficient to depict that the BMP(s) is meeting its proper function to eliminate or control pollutants on site.
         3. The operator's report should show compliance with the CGP or CPP if applicable, and the site specific SWPPP.
            a. This includes all documentation regarding corrections taken because of the operator's self-inspection.
   b. On-site Oversight Inspection
      i. An on-site oversight inspection may be conducted after the MS4 inspector has provided a 48-hours advance notice of an on-site inspection.
         1. Exceptions: If there is an imminent threat of discharge or the operator has formally opted-out of electronic site inspections.

ii. An on-site oversight inspection may be warranted under the following conditions:
    1. Inadequate characterization in electronic site inspections of site conditions or portions of a site
    2. Verified complaints
    3. Failure to submit an electronic site inspection at the appropriate time
    4. Alterations of electronic photographs
    5. The construction site is within one-half mile of a river, a stream, or a lake
    6. Compliance with the CGP, CPP if applicable, and site specific SWPPP cannot be reasonably determined during an electronic oversight inspection
    7. A perceived or reported threat to water quality that is immediate[4] and/or imminent[5]
    8. Failure to install BMPs prior to land disturbance
    9. Illicit discharge, unknown/unidentified non-storm water discharge, or prohibited discharge per CGP or CPP permits
    10. The operator opts out of the electronic site inspection and instead elects an on-site inspection
    11. Any other oversight inspection step listed below that cannot be fulfilled

c. An oversight inspection, both electronic and on-site, is performed by following these steps:
    1. Review the SWPPP
    2. Review the SWPPP signage for compliance with the CGP or CPP
        a. Placed in a safe, conspicuous, and publicly accessible location near the entrance
        b. Includes UPDES permit tracking number, contact information, and method of SWPPP access
    3. Review the operator self SWPPP inspection reports
    4. Review the entire perimeter and any downgradient areas
    5. Review points of vehicle/equipment exit
    6. Review any discharge points (keep in mind that these are not always piped inlets)
    7. Review all BMPs installed to mitigate or prevent sediment, erosion, and pollution
    8. Review all stabilizing areas (especially steep slopes)
    9. Review all pollutant generating activities such as fueling areas, washout areas, etc.

[4] Immediate threat means contaminants are entering a river, a stream, or a lake.

[5] Imminent threat means contaminants are anticipated to be discharged into a river, a stream, or a lake within 48-hours.

10. Observe all discharges (if prohibited or unauthorized this is an immediate and/or imminent threat to water quality)
11. Observe all conditions that could result in polluted storm water discharge (including sediment in the street/gutter)
12. Determine if any additional sediment, erosion, and/or pollution prevention controls are needed
13. Verify that all above activities are accounted for and updated in the site's SWPPP and Map
14. Any deficiencies must be noted in the oversight inspection form

d. For oversight inspections, MS4 staff must use the *Oversight Construction Inspection Form* provided by the Division of Water Quality.
    i. Send a copy of each oversight inspection to the operator.
    ii. Maintain a record of all oversight inspections through attachment to GIS map location OR within ComplianceGo.

e. If violations of the CGP or CPP are observed on the site or within the operator's documentation, take steps to address the violations as outlined in the *Enforcement for Construction Sites SOP*.
    i. Violations could include:
        1. Failure to maintain BMPs
        2. Failure to install BMPs
        3. An illicit discharge
        4. Failure to conduct inspections
        5. Failure to document corrections
        6. Failure to update SWPPP
        7. Any other CGP and/or CPP requirements that are deficient

f. Reduced inspection frequency may apply under adequate compliance history conditions as well as other site conditions. See Part 3 of this SOP.

3. After Construction
    a. Verify if the operator has requested a Notice of Termination (NOT) within NeT. MS4 staff who have 'MS4 Authority' will be notified of the request for a termination inspection of the operator's NOI via an email notification from NeT.
        i. If the site has not filed a NOT request in NeT, provide resources to the operator to request a NOT in NeT. Resources can be found: https://deq.utah.gov/water-quality/general-construction-storm-water-updes-permits
    b. Inspect the construction site to verify if these conditions have been met:
        i. Has the site achieved final stabilization?
        ii. Have all construction materials, waste and waste handling devices been removed?
        iii. Have all temporary storm water controls been removed?
        iv. Have all pollutants and pollutant-generating activities been removed?
        v. If landscaping will be completed by the homeowner, have temporary sediment and erosion controls been installed?
    c. If the termination conditions above have been met, approve the NOT request in NeT.

d. If the termination conditions above have not been met, communicate with the operator any outstanding NOT requirements that must be addressed in order to approve the NOT.
e. Document the NOT inspection through the State's Storm Water NOT Inspection Form and maintain a record of it through GIS map location, ComplianceGo, and/or within Project or Development file.
f. If contact with the operator has been unsuccessful, submit an administrative NOT by emailing WQinfodata@utah.gov. The NOT request will be processed in NeT. It **still requires** a documented oversight NOT inspection of the site.

STORM WATER POLLUTION PREVENTION PLAN (SWPPP) COMPLIANCE EVALUATION FORM for UPDES CONSTRUCTION GENERAL PERMIT (CGP) UTRC00000

Site Name: ____________________ UPDES Permit #: __________

SECTION 1: Instructions for SWPPP Evaluations

1) The SWPPPs being reviewed with this document are evaluated for their compliance with the corresponding UPDES construction storm water discharge permit; for additional information on those permits, go to the DWQ construction storm water permitting webpage: https://deq.utah.gov/water-quality/general-construction-storm-water-updes-permits.
2) The appropriate permit is identified by the applicant during permitting but must be confirmed by evaluation in Section 2 of this form (see below), to demonstrate applicability of coverage under either of the UPDES construction storm water permits:
   a) Construction General Permit (CGP), UTRC00000 (viewable through this link)
   b) Common Plan Permit (CPP), UTRH00000 (viewable through this link)
3) If the appropriate UPDES permit has been selected for coverage and the SWPPP has been submitted for review with a complete application, then the SWPPP evaluation must move forward; use the "SWPPP Review #" field to document whether it is the 1st, 2nd (or more) evaluation, and use the "Review Start Date" and "Review Complete Date" fields in Section 3 to document the timeliness of reviews.
4) Per Utah Code Title19-Chapter5-Section108.3(6)(b), the SWPPP reviewer shall complete the first review of the SWPPP within 14 business days after the day on which the applicant submits a complete SWPPP and application for local storm water permit coverage (if local permit coverage is required).
5) A "No" answer for any questions in the following SWPPP Evaluation will amount to an incomplete SWPPP and will be returned for modification. UPDES Permit citations are provided in (**parenthesis**). Questions answered "N/A" (not applicable) do not affect the approval of the SWPPP. The final question on both forms is an internal question for MS4s and does not affect approval.
6) Per Utah Code Title19-Chapter5-Section108.3(6)(c), any non-compliance in the SWPPP (which requires modification to bring the SWPPP into compliance) requires a specific request for modification to be provided to the applicant; such requests must be thorough such that they will bring the SWPPP into compliance upon correction, and must include citations to local ordinances or state/federal law that require the modification. Furthermore, these requested modifications must be logged in an index of requested modifications. Space is provided for listing modifications or can be attached separately.
7) Per Utah Code Title19-Chapter5-Section108.3(6)(d), the SWPPP reviewer has 5 business days after the day on which the operator submits the modified SWPPP to complete the review of the SWPPP. Once the review of the plan is complete, the reviewer must notify the applicant, in writing, whether the authorization to discharge is granted.

NOTE: Pre-Construction SWPPP Review Checklists are a requirement of all UPDES MS4 Permits (Part 4.2.4.3). As such, utilizing these SWPPP Evaluation forms will meet that requirement. Operators and SWPPP Developers can utilize these forms to ensure compliance prior to submitting.

SECTION 2: Confirmation of Appropriate UPDES Construction Storm Water Permit Coverage

1) Will the project disturb at least 1-acre of land? (**CGP Part 1.1.2 and CPP Part 1.1**)	**Yes** ☐ | **No** ☐
2) Is the project part of a Common Plan of Development or Sale (CPoD) that will collectively disturb at least 1-acre of land? (**CGP Part 1.1.2 and CPP Part 1.1**)	**Yes** ☐ | **No** ☐
3) If CPoD, is the lot a single residential lot no more than 1-acre of disturbance? (**CPP Part 1.1**)	**Yes** ☐ | **No** ☐ **N/A** ☐

How to determine appropriate UPDES construction storm water permit coverage:

- If "**No**" to both questions **#1** and **#2,** then **no UPDES construction storm water permit is required.**
- If "**Yes**" to question **#1** and "**No**" to question **#2**, then the project **must obtain CGP (UTRC00000) coverage** and **Section 3** of this evaluation form would be applicable for SWPPP review.
- If "**Yes**" to both questions **#1** and **#2,** and "**No**" to question **#3,** then the project **must obtain CGP (UTRC00000) coverage** and **Section 3** of this evaluation form would be most applicable for SWPPP review.
- If "**Yes**" or "**No**" to question **#1** (the threshold for **CPP** coverage is 1-acre or less) and "**Yes**" to both questions **#2** and **#3**, then the project **may obtain CPP (UTRH00000) coverage** and the **CPP SWPPP Evaluation form** would be applicable for SWPPP review; **however** the CPP allows only one lot per permit, so if multiple lots in the CPoD will be developed, the operator **may choose to obtain separate CPP coverage for each lot or cover multiple lots under one CGP (UTRC00000) permit,** in which case **Section 3** of this form would be applicable for SWPPP review.
  - **NOTE: Commercial Common Plans of Development or Sale must be covered under the CGP (UTRC00000).**
- As such, if "**No**" to question **#1**, "**Yes**" to question **#2**, and "**No**" to question **#3** (**or the project desires to cover multiple 1-acre or less residential lots under a single permit**), then the **CPP (UTRH00000) is not valid** and the project **must obtain CGP (UTRC00000) coverage** and **Section 3** of this evaluation form would be applicable for SWPPP review.

4) At the completion of Section 2, has the appropriate UPDES Construction Storm Water Permit coverage been verified? **NOTE:** If "**No**", then the SWPPP must be resubmitted with the appropriate permit coverage selected, incorporated into the plan, and obtained (unless reviewing prior to obtaining permit coverage, in which case coverage must be obtained prior to beginning land disturbance).	**Yes** ☐ | **No** ☐

If "**Yes**" to question **#4, complete the review of the submitted SWPPP for the appropriate UPDES Construction Storm Water Permit coverage** using the **Section 3 of this evaluation form (for CGP)** or **the CPP Evaluation form (for CPP), respectively. Always fill out a new form for each review cycle, and retain previous forms to document progression.**

Signatures fields are included in the respective SWPPP review sections of this document; always sign and date to ensure timeliness of reviews.

UPDES CONSTRUCTION GENERAL PERMIT (CGP) UTRC00000
STORM WATER POLLUTION PREVENTION PLAN (SWPPP) EVALUATION FORM
SECTION 3

SWPPP Review # (1st, 2nd, 3rd, etc.): ________ Review Start Date: ________ Review End Date: ________

Site Name: ________ UPDES Permit #: ________

Site Address: ________

Local Jurisdiction or County: ________ Total Project Area (acres): ________ Total Disturbed Area (acres): ________

Permit Effective Date: ________ Permit Expiration Date: ________

Project Type: Residential/Subdivision ☐ Commercial ☐ Industrial ☐ Linear (Road/Pipe/Power) ☐ Land Disturbance ☐

OPERATOR CONTACT INFORMATION

Operator: ________ Phone: ________ E-mail: ________

On-site Facility Contact: ________ Phone: ________ E-mail: ________

Important Contact: ________ Phone: ________ E-mail: ________

Owner: ________ Phone: ________ E-mail: ________

CONSTRUCTION GENERAL PERMIT (CGP) SWPPP EVALUATION (with Citations)

1) Is the Storm Water Team (including other site Operators) identified by name and position in the SWPPP, including their SWPPP responsibilities and trainings? (**CGP Part 7.3.1**) **NOTE:** Storm Water Team responsibilities that must be included (CGP Part 6.1): **(1)** design, installation, maintenance, and/or repair of storm water controls (including pollution prevention controls); **(2)** application and storage of treatment chemicals (if applicable); **(3)** conducting inspections (CGP Part 4.1); and **(4)** taking corrective actions (CGP Part 5) — **Yes** ☐ | **No** ☐

2) For any Storm Water Team member identified as being responsible for conducting inspections (CGP Part 4), has the SWPPP detailed their training/qualifications for conducting inspections in compliance with CGP Part 6.3? (**CGP Part 7.3.1**) — **Yes** ☐ | **No** ☐

3) Are estimates provided for the size of the property (in acres, or length in miles if a linear site) and the total area to be disturbed by construction (including on-site and off-site support activity areas) to the nearest 1/4 acre (or 1/4 mile if linear)? (**CGP Part 7.3.2.b-c**) — **Yes** ☐ | **No** ☐ **N/A** ☐

4) Does the plan describe the nature of construction activities, including the age or dates of past renovations for structures undergoing demolition (CGP Part 7.3.2.a) — **Yes** ☐ | **No** ☐

5) Does the plan describe any on-site and off-site construction support activities areas (CGP Part 1.2.1.b)? (**CGP Part 7.3.2.d**) — **Yes** ☐ | **No** ☐ **N/A** ☐

6) Is there a description of the construction schedule for: **(1)** commencement of activities, **(2)** temporary/permanent cessation of construction activities, **(3)** temporary/final stabilization of exposed areas of the site, and **(4)** removal of temporary storm water controls and construction equipment or vehicles and the cessation of construction related pollutant-generating activities. (**CGP Part 7.3.2.e(1-4)**) — **Yes** ☐ | **No** ☐

7) Are the business days and hours for the project identified in the SWPPP? (**CGP Part 7.3.2.g**) — **Yes** ☐ | **No** ☐

8) Is a legible Site Map (or maps) included (in an attachment of the SWPPP) which shows the permit-required features of the site? (**CGP Part 7.3.3.a-i**) **NOTE**: Required map features include: **(a)** boundaries of the property; **(b)** locations where construction activities will occur, including: **i)** earth-disturbing and demolition activities (phasing noted), **ii)** approximate slopes before and after grading (steep slopes noted), **iii)** stockpile locations (sediment, soil, materials, etc.), **iv)** any Waters of the State crossings, **v)** designated vehicle exit points (onto paved roads), **vi)** structures and other impervious surfaces upon completion of construction, **vii)** on-site and off-site construction support activity; **(c)** all Waters of the State within 1-mile of the site's discharge point (and the impairment/high-quality status of the water body); **(d)** type and extent of pre-construction ground cover; **(e)** drainage patterns of storm water and authorized non-storm water before and after grading; **(f)** storm water and authorized non-storm water discharge locations (including discharges to storm sewer inlets and outfalls to Waters of the State); **(g)** pollutant-generating activities (CGP Part 7.3.2.f); **(h)** storm water controls (including natural buffers and shared controls); **(i)** storage of polymers, flocculants, or other treatment chemicals. — **Yes** ☐ | **No** ☐

9) Are the first downstream receiving waters of the state listed in the SWPPP, NOI, or the Site Map identifying the impairment (and TMDL status) or high-quality (Category 1 or 2) status of the water body? (**CGP Part 3.2 and 7.3.3.c**) — **Yes** ☐ | **No** ☐ **N/A** ☐

10) If the receiving water is identified as impaired (particularly for sediment or nutrients, and especially if it has an EPA-approved TMDL), does the SWPPP list the impairment causing pollutants for the water body, and does it address the control of those impairment causing pollutants in the plan (if those pollutants are anticipated to be present on-site)? (**CGP Part 3.2**) — **Yes** ☐ | **No** ☐ **N/A** ☐

11) If the receiving water is identified as high-quality, does the plan describe precautions taken to minimize pollution effects in the water body? (**CGP Part 3.2**) — **Yes** ☐ | **No** ☐ **N/A** ☐

12) Are all potential pollutant-generating activities listed, with the pollutants/constituents listed and their locations identified either by description or reference to the site map? (**CGP Part 7.3.2.f**) — **Yes** ☐ | **No** ☐

13) For each potential pollutant and/or pollutant-generating activity listed, does the SWPPP include: a description of the specific controls to meet requirements of the CGP (CGP Part 2.2 and 2.3), the design specifications (with reference to manufacturer or BMP manuals/ ordinances being followed), routine maintenance specifications, and the projected schedule for installation/implementation? (**CGP Part 7.3.5.a**)	**Yes** ☐ | **No** ☐
14) Are the presence/absence of all authorized non-stormwater discharges (CGP Part 1.2.2) identified, with a description of measures used to reduce them or prevent them from contributing pollutants to discharges (CGP Part 2) ? (**CGP Part 7.3.4**)	**Yes** ☐ | **No** ☐
15) If the project identifies dewatering as a pollutant-generating activity, does the plan describe the scope of dewatering and the BMPs used to manage those practices? (**CGP Part 7.3.2.f**) **NOTE**: UPDES Permit coverage for dewatering (and approval from local authorities) must be obtained prior to discharging from dewatering; can be obtained after SWPPP approval. (**CGP Part 1.2.4 and 2.3.7**)	**Yes** ☐ | **No** ☐ **N/A** ☐
16) If the project is within 50 feet of a Water of the State (CGP Part 2.2.1 and A.1), was the selected natural buffers compliance alternative (CGP Part A.2.1), or exception (CGP Part A.2.2) identified, and were the required descriptions of equivalent sediment controls, alternatives, and/or infeasibility provided? (**CGP Part 7.3.5.b.(1) and A.2.3.**)	**Yes** ☐ | **No** ☐ **N/A** ☐
17) Are the selected BMPs for erosion and sediment control (per CGP Part 2.2) identified and described with design specifications and instructions for installation, maintenance, and the projected schedule for implementation either in the main body of the SWPPP or as an attachment? (**CGP Part 7.3.5.a**) **NOTE**: CGP requires the following elements to be addressed in the SWPPP: **(a)** Preserve vegetation where possible (**CGP Part 2.2.2**); (**b**) Install sediment controls along downslope perimeter areas (**CGP Part 2.2.3**); (**c**) Minimize sediment track-out (**CGP Part 2.2.4 and 7.3.5.b.(3)**); (**d**) Manage stockpiles with perimeter controls and locate away from storm water conveyances (**CGP Part 2.2.5**); (**e**) Minimize dust (**CGP Part 2.2.6**); (**f**) Minimize steep slope disturbances (**CGP Part 2.2.7**); (**g**) Preserve topsoil (**CGP Part 2.2.8**); (**h**) Minimize soil compaction where final cover is vegetation (**CGP Part 2.2.9**); (**i**) Protect storm drain inlets (**CGP Part 2.2.10**); (**j**) Slow down runoff with erosion controls and velocity dissipation devices (**CGP Part 2.2.11**); (**k**) Appropriately design any sediment basins or impoundments (**CGP Part 2.2.12 and 7.3.5.b.(4)**); (**l**) Follow requirements for any treatment chemicals (**CGP Part 2.2.13**); (**m**) Stabilize exposed portions of site with 30-days of inactivity (**CGP Part 2.2.14**)	**Yes** ☐ | **No** ☐
18) If the project is linear (per CGP Part 2.2.3), are the areas where perimeter controls are not feasible documented (to support the determination) and are the other practices being implemented to minimize pollutant discharges described? (**CGP Part 7.3.5.b.(2)**)	**Yes** ☐ | **No** ☐ **N/A** ☐
19) Are the specific vegetative/non-vegetative final stabilization measures (CGP Part 2.2.14) described, including location information and deadlines for implementation in accordance with CGP Part 2.2.14.a.? (**CGP Part 7.3.5.b.(6)(i-ii)**)	**Yes** ☐ | **No** ☐
20) Are spill prevention and response procedures (CGP Part 1.3.5 and 2.3.6) included that have procedures and responsible parties identified for stopping, containing, cleaning, and reporting spills, leaks and other releases (including notification of appropriate parties if the release contains a hazardous substance or reportable quantity)? (**CGP Part 7.3.5.b.(7)(i-iii)**)	**Yes** ☐ | **No** ☐
21) Are the selected BMPs for pollution prevention control (per CGP Part 2.3) identified and described with design specifications and instructions for installation, maintenance, and the projected schedule for implementation? (**CGP Part 7.3.5.a**) **NOTE**: CGP requires the following to be described in the SWPPP: **(a)** Equipment and vehicle fueling (**CGP Part 2.3.1**); **(b)** Equipment and vehicle washing (**CGP Part 2.3.2**); **(c)** Storage, handling, disposal of building products and wastes (**CGP Part 2.3.3**); **(d)** Washing of stucco, paint, concrete, form release oils, curing compounds, etc. (**CGP Part 2.3.4**); **(e)** Properly applying fertilizers (**CGP Part 2.3.5**)	**Yes** ☐ | **No** ☐
22) Are waste management procedures (CGP Part 2.3.3) described for handling, storing, and disposing of wastes generated on-site, including documented infeasibility and alternative practice statements for violating setback requirements (CGP Part 2.3.3.c(2)(ii)) or claims of exceptions from CGP Part 2.3.3.e? (**CGP Part 7.3.5.b.(8)(i-ii)**)	**Yes** ☐ | **No** ☐
23) If the project is claiming to be an "Emergency-Related construction activity" for the special condition allowing for work to begin prior to permit issuance, does the plan include a description of the nature of the public emergency and why immediate authorization was necessary? (**CGP Part 1.4.1.b**)	**Yes** ☐ | **No** ☐ **N/A** ☐
24) If treatment chemicals (CGP Part 2.2.13) are planned for the project, are the required elements described [soil types on-site and from fill materials, list of treatment chemicals planned and justification that they are suitable for the site's soil characteristics, dosage of treatment chemicals or the methodology used to determine dosage, information from Safety Data Sheets (SDS), schematic drawings of enhanced controls or treatment systems, description of storage of chemicals (CGP Part 2.2.13.c), references to applicable local requirements for the use of these chemicals, copies of manufacturers specifications regarding their use, and any training that personnel who handle and apply chemicals have received prior to use of those chemicals? (**CGP Part 7.3.5.b.(5)(i-ix)**)	**Yes** ☐ | **No** ☐ **N/A** ☐
25) Are the inspection, maintenance, and corrective actions procedures detailed in the plan (per CGP Part 2.1.4, Part 4, and Part 5), including the inspection schedule (CGP Part 4.2, Part 4.3, or Part 4.4), the location of the rain gauge or address of the weather station for rainfall monitoring (if applicable to the schedule), and any maintenance or inspection checklists or forms? (**CGP Part 7.3.6.a-d**)	**Yes** ☐ | **No** ☐
26) If the project discharges to a water body that is either impaired (for sediment or nutrients) or high-quality (CGP Part 3.2), is the increased inspections frequency of every 7 calendar days and within 24-hours of a 0.5-inch storm event selected? (**CGP Part 7.3.6.a and Part 4.3**)	**Yes** ☐ | **No** ☐ **N/A** ☐
27) Is the reduced inspections frequency for stabilized areas, arid/semi-arid/drought-stricken areas, or frozen conditions selected with appropriate description and documentation of the applicability of that frequency? (**CGP Part 7.3.6.c and Part 4.4**)	**Yes** ☐ | **No** ☐ **N/A** ☐
28) Was the SWPPP certified by the duly authorized signatory of the operator ? (**CGP Part 7.3.8 and Part 9.9.2**)	**Yes** ☐ | **No** ☐

29) If the project is >5-acres in disturbance, has a perennial surface water within 50 feet of the project, or has a steep slope (70% or 35 degrees, or more), was the SWPPP certified by a "qualified" SWPPP writer? (**CGP Part 7.2 and 7.2.1.a-e**) **Yes** ☐ **No** ☐ **N/A** ☐

30) Is a copy of the NOI that was submitted via the CDX NeTCGP for this project included in the SWPPP? (**CGP Part 7.3.9.a.**) **NOTE:** This would not be applicable if the SWPPP is being reviewed prior to the operator obtaining permit coverage. **Yes** ☐ **No** ☐ **N/A** ☐

31) Is a copy of the Authorization to Discharge Letter received from NeT (with the assigned NPDES ID) included in the SWPPP? (**CGP Part 7.3.9.b.**) **NOTE**: This would not be applicable if the SWPPP is being reviewed prior to the operator obtaining permit coverage. **Yes** ☐ **No** ☐ **N/A** ☐

32) Is a copy of the UPDES Construction General Permit (UTRC00000) included in the SWPPP, or a link by which the permit can be easily accessed by the storm water team if managing the SWPPP electronically? (CGP Part 7.3.9.c.) **Yes** ☐ **No** ☐

33) At the completion of this review, is the SWPPP approved and accepted as being in compliance with storm water regulations? NOTE: If not, specific comments will be provided below (or attached on a separate sheet if corrections are longer than the space provided) to clearly state why the SWPPP is non-compliant and logged in an index of modifications that includes citations to the permit requirements, local ordinances, state law, or federal law that require the modification. (Utah Code 19-5-108.3(6)(c)) **Yes** ☐ **No** ☐

34) Is this site designated by the MS4 as "Priority" based on the following factors: Soil erosion potential; Site slope; Project size and type; Sensitivity of receiving water bodies (impaired or high-quality waters); Proximity to receiving water bodies; or, Non-storm water discharges and past record of non-compliance by the operators of the construction site? **NOTE:** This is an internal question for MS4s to meet MS4 Permit requirements for prioritizing certain construction sites for increased inspections and does not affect the approval of the SWPPP. (**MS4 Permit Part 4.2.4.3.5**) List the applicable prioritizing factors: ____ **Yes** ☐ **No** ☐ **N/A** ☐

INDEX OF COMMENTS AND CORRECTIONS (WITH CITATIONS) FOR ACHIEVING SWPPP COMPLIANCE
(attach an additional comments page if more space is needed)

Reviewer (*Print Name*): ______________________ Title: ______________________ Signature: ______________ Date: __________

**STORM WATER POLLUTION PREVENTION PLAN (SWPPP)
COMPLIANCE EVALUATION FORM for UPDES
COMMON PLAN PERMIT (CPP) UTRH00000**

Site Name: ______________________________ UPDES Permit #: ______________

SECTION 1: Instructions for SWPPP Evaluations

1) The SWPPPs being reviewed with this document are evaluated for their compliance with the corresponding UPDES construction storm water discharge permit; for additional information on those permits, go to the DWQ construction storm water permitting webpage: https://deq.utah.gov/water-quality/general-construction-storm-water-updes-permits.
2) The appropriate permit is identified by the applicant during permitting but must be confirmed by evaluation in Section 2 of this form (see below), to demonstrate applicability of coverage under either of the UPDES construction storm water permits:
   a) Construction General Permit (CGP), UTRC00000 (viewable through this link)
   b) Common Plan Permit (CPP), UTRH00000 (viewable through this link)
3) If the appropriate UPDES permit has been selected for coverage and the SWPPP has been submitted for review with a complete application, then the SWPPP evaluation must move forward; use the "SWPPP Review #" field to document whether it is the 1st, 2nd (or more) evaluation, and use the "Review Start Date" and "Review Complete Date" fields in Section 3 to track the timeliness of reviews.
4) Per Utah Code Title19-Chapter5-Section108.3(6)(b), the SWPPP reviewer shall complete the first review of the SWPPP within 14 business days after the day on which the applicant submits a complete SWPPP and application for local storm water permit coverage (if local permit coverage is required).
5) A "No" answer for any questions in the following SWPPP Evaluation will amount to an incomplete SWPPP and will be returned for modification. UPDES Permit citations are provided in (**parenthesis**). Questions answered "N/A" (not applicable) do not affect the approval of the SWPPP. The final question on both forms is an internal question (regarding priority status) for MS4s and does not affect approval.
6) Per Utah Code Title19-Chapter5-Section108.3(6)(c), any non-compliance in the SWPPP (which requires modification to bring the SWPPP into compliance) requires a specific request for modification to be provided to the applicant; such requests must be thorough such that they will bring the SWPPP into compliance upon correction, and must include citations to local ordinances or state/federal law that require the modification. Furthermore, these requested modifications must be logged in an index of requested modifications. Space is provided for listing modifications or can be attached separately.
7) Per Utah Code Title19-Chapter5-Section108.3(6)(d), the SWPPP reviewer has 5 business days after the day on which the operator submits the modified SWPPP to complete the review of the SWPPP. Once the review of the plan is complete, the reviewer must notify the applicant, in writing, whether the authorization to discharge is granted.
NOTE: Pre-Construction SWPPP Review Checklists are a requirement of all UPDES MS4 Permits (Part 4.2.4.3). As such, utilizing this SWPPP Evaluation forms will meet that requirement. Operators and SWPPP Developers can utilize this form to ensure compliance prior to submitting.

SECTION 2: Confirmation of Appropriate UPDES Construction Storm Water Permit Coverage

1) Will the project disturb at least 1-acre of land? (**CGP Part 1.1.2 and CPP Part 1.1**) **Yes** ☐ | **No** ☐

2) Is the project part of a Common Plan of Development or Sale (CPoD) that will collectively disturb at least 1-acre of land? (**CGP Part 1.1.2 and CPP Part 1.1**) **Yes** ☐ | **No** ☐

3) If CPoD, is the lot a single residential lot no more than 1-acre of disturbance? (**CPP Part 1.1**) **Yes** ☐ | **No** ☐ **N/A** ☐

How to determine appropriate UPDES construction storm water permit coverage:

- If "**No**" to both questions **#1** and **#2,** then **no UPDES construction storm water permit is required.**
- If "**Yes**" to question **#1** and "**No**" to question **#2**, then the project **must obtain CGP (UTRC00000) coverage** and the **CGP SWPPP Evaluation form** would be applicable for SWPPP review.
- If "**Yes**" to both questions **#1** and **#2,** and "**No**" to question **#3,** then the project **must obtain CGP (UTRC00000) coverage** and the **CGP SWPPP Evaluation form** would be most applicable for SWPPP review.
- If "**Yes**" or "**No**" to question **#1** (the threshold for CPP coverage is 1-acre or less) and "**Yes**" to both questions **#2** and **#3**, then the project **may obtain CPP (UTRH00000) coverage** and **Section 3** of this evaluation form would be applicable for SWPPP review; **however** the CPP allows only one lot per permit, so if multiple lots in the CPoD will be developed, the operator **may choose to obtain separate CPP coverage for each lot or cover multiple lots under one CGP (UTRC00000) permit,** in which case the **CGP SWPPP Evaluation form** would be applicable for SWPPP review.
  - **NOTE: Commercial Common Plans of Development or Sale must be covered under the CGP (UTRC00000).**
- As such, if "**No**" to question **#1**, "**Yes**" to question **#2,** and "**No**" to question **#3** (**or the project desires to cover multiple 1-acre or less residential lots under a single permit**), then the **CPP (UTRH00000) is not valid** and the project **must obtain CGP (UTRC00000) coverage** and the **CGP SWPPP Evaluation form** would be applicable for SWPPP review.
  - **NOTE:** Due to **CPP Part 1.1.5 (*High Risk Sites*)**, local/state permitting authorities **may** choose to require a site to obtain **CGP (UTRC00000)** coverage **instead of CPP (UTRH00000)** if the project is (**1**) located within 50 feet of a perennial surface water, or (**2**) if the site has a steep slope (70% or 35 degrees, or more) with an elevation change from the slope of 10 feet or more (at any point during the time of construction -not including stockpiles). **If that is the case, the SWPPP evaluator should identify the site conditions that warrant that distinction/decision:**
    ____

4) At the completion of Section 2, has the appropriate UPDES Construction Storm Water Permit coverage been verified? **NOTE:** If "**No**", then the SWPPP must be resubmitted with the appropriate permit coverage selected, incorporated into the plan, and obtained (unless reviewing prior to obtaining permit coverage, in which case coverage must be obtained prior to beginning land disturbance). **Yes** ☐ | **No** ☐

If "**Yes**" to question **#4, complete the review of the submitted SWPPP for the appropriate UPDES Construction Storm Water Permit coverage** using **the CGP SWPPP Evaluation form (for CGP)** or **Section 3 of this form (for CPP), respectively. Always fill out a new form for each review cycle, and retain previous forms to document progression.**

Signatures fields are included in the respective SWPPP review sections of this document; always sign and date to ensure timeliness of reviews.

UPDES COMMON PLAN PERMIT (CPP) UTRH00000
STORM WATER POLLUTION PREVENTION PLAN (SWPPP) EVALUATION FORM
SECTION 3

SWPPP Review # (1st, 2nd, 3rd, etc.): ________ Review Start Date: ________ Review End Date: ________

Site Name: ________ UPDES Permit #: ________

Site Address: ________

Local Jurisdiction or County: ________ Total Project Area (acres): ________ Total Disturbed Area (acres): ________

Permit Effective Date: ________ Permit Expiration Date: ________

OPERATOR CONTACT INFORMATION

Operator: ________ Phone: ________ E-mail: ________

On-site Facility Contact: ________ Phone: ________ E-mail: ________

Important Contacts: ________ Phone: ________ E-mail: ________

Owner: ________ Phone: ________ E-mail: ________

COMMON PLAN PERMIT (CPP) SWPPP EVALUATION (with Citations)

1) Does the project meet eligibility criteria for the Common Plan Permit, including the 1-acre maximum disturbance, residential land-use stipulation, multiple site coverage applications (requiring a different permit number for each lot), high-risk sites (as determined by the MS4, if applicable), and limitations of the CPoD (common plan purpose not yet achieved)? (**CPP Part 1.1.1.a-d**) **Yes** ☐ | **No** ☐

2) Are the SWPPP contacts listed in the plan, with contact information (name, address, telephone number, email address) for owner, general contractor, or any other party that affects implementation of the SWPPP or has SWPPP responsibilities? (**CPP Part 4.2.1**) **Yes** ☐ | **No** ☐

3) Does the SWPPP list all the anticipated allowable non-storm water discharges at the site, and describe control methods to be utilized to manage those discharges in a manner that will minimize the discharge of pollutants? (**CPP Part 1.2.2**) **Yes** ☐ | **No** ☐

4) Does the SWPPP identify which perimeter sediment control BMPs will be used to prevent sediment from leaving the site? (**CPP Part 2.1.2**) **Yes** ☐ | **No** ☐

5) If the project is within 50-feet of a waterbody, does the SWPPP contain descriptions of the dimensions of the 50-foot natural buffer, the alternative control measures (if less than 50-feet), and detailed explanations if either could not be applied? (**CPP Part 2.1.6 and 4.2.4**) **Yes** ☐ | **No** ☐ **N/A** ☐

6) Does the SWPPP describe what track out controls (structural or non-structural) will be used to prevent dirt from being tracked on streets as vehicles leave the site?(**CPP Part 2.1.4**) **Yes** ☐ | **No** ☐

7) Does the SWPPP identify whether any storm drain inlets are down gradient of (and receive discharges from) the site and describe what inlet protection BMPs will be used (if inlets are present)? (**CPP Part 2.1.3**) **Yes** ☐ | **No** ☐

8) Does the plan have a BMP identified for stockpiles or spoil piles placement and/or containment to prevent interaction with concentrated flows and to prevent runoff from those piles and keep them from entering storm drains or water bodies? (**CPP Part 2.1.1**) **Yes** ☐ | **No** ☐ **N/A** ☐

9) Does the project have a BMP identified to contain, dry, and dispose of any wash water from concrete, masonry, stucco, or paint (water-based)? (**CPP Part 2.2.6**) **Yes** ☐ | **No** ☐

10) Does the SWPPP include waste management procedures for soil removal, clearing debris removal, demolition removal, trash disposal, construction-waste disposal, liquid waste disposal and/or sanitary waste disposal? (**CPP Part 2.2.4 and 4.2.8**) **Yes** ☐ | **No** ☐

11) Does the SWPPP describe methods for the storage of construction materials that minimize exposure of materials with a pollution risk (certain building and landscaping materials, pesticides, herbicides, detergents, etc.)? (**CPP Part 2.2.2**) **Yes** ☐ | **No** ☐

12) If the site has steep slopes (>70%), does the plan include measures to either stabilize those slopes using an appropriate BMP or to avoid disturbing those steeper areas? (**CPP Part 2.1.5.c and 2.1.7.c**) **Yes** ☐ | **No** ☐ **N/A** ☐

13) If the site has conditions that can cause stormwater flows with highly erosive velocities, does the plan describe BMPs to control those flows and minimize sediment transport? (**CPP Part 2.1.5.d**) **Yes** ☐ | **No** ☐ **N/A** ☐

14) If there are disturbed areas that will be left inactive for 30-days, does the plan provide a method of temporary/permanent stabilization for those areas? (**CPP Part 2.1.7.a**) **Yes** ☐ | **No** ☐ **N/A** ☐

15) If the site is planned to be sold without landscaping, does the SWPPP include the installation of downslope erosion and sediment controls for the lot, prior to sale? (**CPP Part 1.6.7.b**) **Yes** ☐ | **No** ☐ **N/A** ☐

16) Are the sequence and estimated dates of construction activities listed, which include the start and end of excavation activities, initial excavation, backfill excavation, and final grading, any temporary or permanent cessation of earth-disturbing activities, and the start and end of landscaping if it is done as part of the construction activity before the home is sold? (**CPP Part 4.2.2.a-c**) **Yes** ☐ | **No** ☐

17) Is a site map or chart (may be hand drawn) included in the SWPPP which shows the permit required features? (CPP Part 4.2.3.a-h) **NOTE**: Permit required map features include: **a)** Boundaries of property (CPP Part 4.2.3.a); **b)** Boundaries of soil surface disturbances, including any outside of the property boundaries (CPP Part 4.2.3.b); **c)** Slopes, including areas of steep slopes (CPP Part 4.2.3.c); **d)** Locations of stockpiles of soils, storage of construction materials, portable toilets, trash containers, concrete washout pits or containers, egress points, and track out pads (CPP Part 4.2.3.d); **e)** Water bodies, wetlands, and natural buffer areas (CPP Part 4.2.3.e); **f)** Locations and types of BMPs (or storm water control measures) for the control and/or treatment of storm water flowing onto, through, and/or off-site (CPP Part 4.2.3.f); **g)** Locations of storm water inlets and/or storm water discharge points going off-site (CPP Part 4.2.3.g); **h)** Areas that will be temporarily or permanently stabilized during the construction period (CPP Part 4.2.3.h) — **Yes** ☐ | **No** ☐

18) Does the SWPPP include a list of the construction site pollutants that are anticipated on-site, including the pollutant-generating activities and an inventory of pollutants for each pollutant-generating activity? (CPP Part 4.2.6) — **Yes** ☐ | **No** ☐

19) Is a plan included in the SWPPP which prevents the discharge of pollutants from spills and leaks by implementing procedures for preventing and responding to chemical leaks and spills (e.g., spill kits or absorbent materials).? (CPP Part 2.2.3) — **Yes** ☐ | **No** ☐

20) Does the SWPPP include BMP specifications and/or details that ensure effectiveness and compliance with permit requirements for all structural or non-structural sediment, erosion, and pollution prevention BMPs? (CPP Part 4.2.7) — **Yes** ☐ | **No** ☐

21) Does the SWPPP identify the first receiving water that the site discharges into, whether the water is impaired, and if so, what the impairment is for? (CPP Part 4.2.5) — **Yes** ☐ | **No** ☐

22) If the receiving water identified in the SWPPP is impaired for sediment or nutrients, does the SWPPP identify BMPs to minimize and prevent the discharge of those pollutants? (CPP 1.5) — **Yes** ☐ | **No** ☐ **N/A** ☐

23) If the permit, SWPPP, and/or inspections signatory obligations will be handled by a duly authorized signatory (CPP Part 5.9.2), is there a written and signed delegation of authority included in the SWPPP that shows this person/position was delegated signatory responsibilities? (CPP Part 5.9.3.a-b) — **Yes** ☐ | **No** ☐ **N/A** ☐

24) Is the SWPPP signed and certified by an authorized person in accordance with signatory requirements of CPP Part 5.9? (CPP Part 4.2.11) — **Yes** ☐ | **No** ☐

25) Does the SWPPP include a copy of the Notice of Intent (NOI) that was submitted to DWQ to obtain coverage under the Common Plan Permit UTRH00000 (CPP Part 1.6) and a copy of the Authorization to Discharge Letter from DWQ? (CPP Part 4.2.10) **NOTE**: This would not be applicable for this review if the SWPPP is being reviewed prior to the operator obtaining permit coverage. — **Yes** ☐ | **No** ☐ **N/A** ☐

26) At the completion of this review, is the SWPPP approved and accepted as being in compliance with storm water regulations? NOTE: If not, specific comments will be provided below (or attached on a separate sheet if corrections are longer than the space provided) to clearly state why the SWPPP is non-compliant and logged in an index of modifications that includes citations to the permit requirements, local ordinances, state law, or federal law that require the modification. (Utah Code 19-5-108.3(6)(c)) — **Yes** ☐ | **No** ☐

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27) Is this site designated by the MS4 as "Priority" based on the following factors: Soil erosion potential; Site slope; Project size and type; Sensitivity of receiving waterbodies (impaired or high-quality waters); Proximity to receiving waterbodies; or non-storm water discharges and past record of non-compliance by the operators of the construction site? **NOTE:** This is an internal question for MS4s to meet MS4 Permit requirements for prioritizing certain construction sites for increased inspections and does not affect the approval of the SWPPP. (MS4 Permit Part 4.2.4.3.5) List the applicable prioritization factors: ____________________ — **Yes** ☐ | **No** ☐ **N/A** ☐

INDEX OF COMMENTS AND CORRECTIONS (WITH CITATIONS) FOR ACHIEVING SWPPP COMPLIANCE (attach an additional comments page if more space is needed)

Reviewer (*Print Name*): ____________ Title: ____________ Signature: ____________ Date: ____________

JONES & ASSOCIATES
CONSULTING ENGINEERS

PRECONSTRUCTION CONFERENCE

Project:

Date:

Meeting Location:

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1. Attendance Roll and Introductions:
2. Type of License Held by Contractor:
3. Contract Documents
    a. Contract Agreement:
    b. Notice of Award:
    c. Bonds:
    d. Insurance:
    e. Notice to Proceed:
4. City's Representatives/Roles

    Main City Contact : Name ___________________________ Phone #: ________________

    City Inspector: Name ___________________________ Phone #: ________________

    City SW Inspector: Name ___________________________ Phone #: ________________

    Engineer: Name ___________________________ Phone #: ________________

    Engineer's Inspector Name ___________________________ Phone #: ________________
5. Contractor's Representatives/Roles

    Project Manager : Name ___________________________ Phone #: ________________

    Field Superintendent: Name ___________________________ Phone #: ________________

    Construction Foreman: Name ___________________________ Phone #: ________________
6. Subcontractors:
7. Material Supplier:
8. Submittals
    a. Materials (utility pipes, structures, appurtenances; GB, UTBC, HMA; special order items; custom fabricated items; project specific items)

b. Outside agency permits

c. SWPPP

d. Traffic Control Plan

e. Testing reports

f. Other

9. Change Order Procedure: No extra payments will be allowed without previous approvals

10. Payment Requests

a. Submit Request to:

b. Frequency:

c. 5% Retainage:

11. Guarantee on Completed Work: 1 year from Substantial Completion

12. Construction Schedule

a. Contract time/deadline:

b. Contractor's Schedule

13. Construction Staking:

14. Plan Copies:

15. Pre-construction photos/video required

16. Staging Area

17. SWPPP

a. Permit/NOI

b. SWPPP

c. Review of Site Design

d. Planned Operations at the Construction Site

e. Planned BMPs during Construction

f. Inspections

g. Final Inspection of Long-Term Storm Water Controls (where applicable)

18. Traffic Control and Access: traffic, pedestrians, access to private property

19. Safety: trench safety, confined space, PPE, open trench,etc.

20. BlueStakes

21. Water for construction and dust control:

22. Inspections:
23. Utility Commissioning (water, sewer, storm drain, land drain): See APWA 33 08 00
    a. Water
    b. Sewer
    c. Storm Drain
    d. Notice to City / Engineer
24. Construction Testing:
    a. Compaction
    b. Proofrolling
    c. Asphalt
    d. Notice to City / Engineer
25. Cleanup:
26. As-built plans required prior to final payment
27. GIS
28. Professionalism
    a. Sanitation for employees
    b. Language
    c. Dealings with the Public
29. Coordination Items
    a. Progress Meetings
    b. Residents and Notification: Fliers to Public
    c. Potholing
    d. Other contractors
    e. 3rd party utilities
    f.
    g.
30. Special funding requirements

PRECONSTRUCTION CONFERENCE

SOUTH WEBER CITY

____

Date: ______________________

Developer: _____________________________________

Introductions & Attendance Roll

City Inspector(s): Ben Slater – Jones & Associates – (801) 391-0161

SWPPP Inspector(s): Corey Wilson (801) 529-2620

Water Inspector(s): Mark Johnson (435) 770-6098

SUBDIVISION/SITE PLAN IMPROVEMENTS

1. **Contractor License Type:**

2. **Improvement Drawings:** *Must have City Engineer approval language and signature before contractor can start*

3. **Dry Utilities (Gas, Power, Phone, Cable):**
   - Location:
   - Schedule:
   - Trench Compaction: *95%*

4. **Secondary Water System:** Contractor:_________________________
   - Materials: *PVC C-900 DR-18*
   - Location of Main and Laterals:
   - Inspection and Testing:
   - Other items:

5. **Sanitary Sewer System:** Contractor:_________________________
   - Materials: *Green SDR-35 PVC*
   - Location of Laterals: *10' down gradient or water service*
   - Testing: *Video after cleaning*
   - Other items:

6. **Culinary Water System:** Contractor:_________________________
   - Materials: *PVC DR 18*
   - Location of Laterals: *center of lot*
   - Testing: *200 psi for 2 hours*
   - Other items:

7. Storm Drain System: Contractor:__________________________

Materials: *RCP*

Testing: *Video after cleaning*

Detention Basin:

Other items:

8. Storm Water Pollution Prevention Plan (SWPPP):

NOI & Complete SWPPP: *Must have before construction can begin*

Review of Site Design

Planned Operations at the Construction Site

Planned BMPs during Construction

Inspections:

City or Contractor? (if Contractor, complete form)

Final Inspection of Long-Term Storm Water Controls:

9. Street Improvements: Roadway Contractor: ___________________

Concrete Contractor: ___________________

Asphalt Contractor: ___________________

UDOT Requirements:

Subgrade Preparation and Compaction:

Roadbase:

Asphalt:

Curb and Gutter:

Sidewalk:

Seal coat:

Other items:

10. Construction Schedule:

11. GIS:

12. Traffic Control Plan:

13. Street Monuments: *Must be center punched by surveyor*

14. Street Lights:

15. Street Signs:

16. Guarantee of Improvements:

- Review and Approve Engineer's Estimate
- Construction may begin after Preconstruction Conference

  - Developer & Contractor must notify and involve the City Inspectors
- Prior to Recording of the Plat
  - Set up Escrow Account (based off of "remaining" improvements)

17. Escrow Releases:
- *Max. of 1 per month*

18. Conditional Acceptance:
- As-Built Drawings
- City to GPS all improvements to use in the City's GIS database
- Developer to request Walkthrough and Punch List
- 5% Contingency released

19. Final Acceptance:
- Developer to request Walkthrough and Punch List (after 1-yr from Conditional Acceptance)
- City Council Formal Acceptance
- 10% Guarantee released

Construction Site
Inspections & Enforcement of Storm Water Control Measures
Standard Operating Procedures
(4.2.4)

Application: These procedures apply to all construction sites that are either individually or part of a larger plan that are equal or greater than 1 acre.

Responsible for Site Inspections: Public Works, Storm Water

Enforcement Authority: Public Works Director or City Manager, Division of Water Quality (DWQ)

Definitions: For the purpose of this SOP, the following definitions shall apply:

- Immediate Threat: A situation where pollutant discharge to state waters is already occurring or is inevitable without urgent corrective action. This refers to a present and active risk that requires immediate attention to prevent or mitigate further contamination.

- Imminent Threat: A situation that poses a high likelihood of pollutant discharge to state waters in the near future if corrective actions are not taken. This refers to conditions that suggest a serious risk is developing but has not yet resulted in an actual discharge.

- Violation: A failure to implement or maintain preferred best management practices. (See also Utah Code 19-5-108.3(1)(k))

- On-site Oversight Inspection: An inspection in which MS4 staff physically visit(s) a construction site to determine a site's compliance with construction storm water permits as has been done historically. (See also Utah Code 19-5-108.3)

- Electronic Oversight Inspection: An offsite inspection in which MS4 conducts a review of the operator's submitted electronic site inspection to determine a site's compliance with construction storm water permits. These inspections are geo-located and time-stamped photographs the applicant takes, evaluates, and submits electronically to the authority (See also Utah Code 19-5-108.3).

Requirements:

1. **Oversight Inspection**
    a. Required to be completed by the MS4 on any construction site that is greater than or equal to one acre or is part of a common plan of development or sale which collectively disturbs land greater than or equal to one acre.

    b. MS4 must inspect all phases of construction, including prior to land disturbance, during active construction, and following active construction.

    c. Oversight inspections are required to be completed monthly for non-priority construction sites and biweekly for priority construction sites.

d. For construction sites that have been issued multiple escalating enforcement actions, the construction site could now be designated as a "priority construction site". Oversight inspection frequency would be at least monthly due to the past record of non-compliance by the operator and potential to threaten water quality.

2. **Qualified Personnel**
   a. The oversight inspection must be performed by a "qualified person" as described in the DWQ MS4 Permit.

   b. Anyone who has a job duty related to implementing the construction storm water program must receive annual training. New hires must be trained within 60 days of hire.

3. **Record Retention**
   a. All MS4s must maintain records for at least five years of all applicable construction project documents which could include:
      i. Site plan reviews
      ii. SWPPPs
      iii. Inspections
      iv. Enforcement Actions (notices of violation, stop work orders)

Process:

1. **Oversight Inspections**
   a. If violations of the CGP or CPP are determined after conducting an inspection (electronic or on-site) as identified in the *SWPPP Review and Inspection SOP*, the MS4 must document **each** violation as part of completing the *Oversight Construction Inspection Form* provided by DWQ. *If the inspection was conducted on-site, justification for an on-site oversight inspection must be documented on the inspection form*.

2. **Violation and Follow-Up Procedures**
   a. First Notice of Violation (NOV 1)
      i. Notify the operator of the violation(s) of the CGP or CPP in writing in the *Oversight Construction Inspection Form*. The violation notation at minimum must include:
         1. Explanation/Identification of each violation
            a. The MS4 may issue a stop work order if the MS4 has clear documentation of an immediate threat to water quality. If impacts to waters of the state are observed, call the DEQ Incident Response Line: (801) 536-4123.
         2. Associated citation from the CGP or CPP
         3. Deadline to correct **each** violation.
            a. The deadline to correct violations should be no sooner than one business day.
            b. Typically, the deadline should be a week to correct violations, unless there are threats to waters of the state or the MS4. Consider upcoming weather when providing this deadline.

4. Description of what form the verification of correction will be performed. (reinspect in person or photo verification)

ii. Reinspection

1. Verify (i.e., reinspection photos, documentation) that **each** violation has been corrected as soon as is practicable by the deadline given by the MS4.
    a. If the follow up electronic inspection submitted by the operator is not sufficient for MS4 staff to determine that the specific violation has been corrected, an on-site oversight inspection may be conducted to determine that each violation has been corrected. *If the inspection was conducted on-site, justification for an on-site oversight inspection must be documented on the inspection form.*
    b. The MS4 should describe to the operator how and when verification of correction will be performed.
2. If the operator has not corrected the violation(s), notify the operator that the violation hasn't been corrected in writing as described in NOV 2.
3. If the operator has corrected the violation(s), notify the operator that the violation has been corrected.

b. Second Notice of Violation (NOV 2)

i. Notify the operator of the violation(s) in writing by completing or updating the *Oversight Construction Inspection Form*. The violation notation at minimum must include:

1. Explanation/Identification of each remaining violation
2. Associated citation from the CGP or CPP
3. Written warning that fines can be issued if the violation is not corrected within the new time period specified by the MS4.
4. Deadline to correct **each** violation.
    a. The deadline to correct violations should be no sooner than one business day.
    b. Typically, the deadline should be a week to correct violations, unless there are threats to waters of the state or the MS4. Consider upcoming weather when providing this deadline.
5. Description of what form the verification of correction will be performed. (reinspect in person or photo verification)

ii. Reinspection

1. Verify (i.e., reinspection photos, documentation) that **each** violation has been corrected as soon as is practicable by the deadline within the time period given in the inspection report.
    a. If the follow up is conducted as an electronic inspection submitted by the operator and is not sufficient for MS4 staff to determine that the violation has been corrected, an on-site oversight inspection may be conducted. *If the inspection was*

conducted on-site, justification for an on-site oversight inspection must be documented on the inspection form.

b. Describe to the operator how and when verification of correction will be performed.

2. If the operator has not corrected the violation(s), notify the operator that the violation hasn't been corrected in writing as described in NOV 3.
3. If the operator has corrected the violation(s), notify the operator that the violation has been corrected.

c. Third Notice of Violation (NOV 3)
   i. The MS4 may issue a fine as outlined in Utah Code 19-5-108.3 until the MS4 performs an oversight inspection to verify that the violation has been corrected or the operator shows the violation has been corrected through photos or documentation.

d. Documentation:
   i. Document all enforcement notices, communications, and inspections including follow-up or reinspection through attachment in ComplianceGo and/or GIS map location.

3. Administrative Fines

a. If the operator does not correct the specific violation within the timeline set by the MS4 indicated in NOV 2, notify the operator in writing that the specific violation has not been corrected. The MS4 enforcement authority **may** impose an administrative fine for each occurrence as follows:
   i. $500 per occurrence for working without an approved storm water permit;
   ii. $300 per occurrence for tracking mud on road;
   iii. $250 per occurrence for failure to clean up or report spills;
   iv. $100 per occurrence for failure to conduct storm water inspections;
   v. $100 per occurrence for failure to maintain storm water records; and
   vi. $500 per site, per occurrence, for failure to use general best management practices, as determined by the authority;

b. The MS4 may impose the administrative fine:
   i. for each business day the specific violation continues beginning on the day after the day on which the authority issues the administrative fine;
   ii. and within 30 days after the day on which the applicant corrects the violation.

c. When the MS4 issues an administrative fine, the MS4 shall:
   i. impose each fine in writing and clearly document the specific violation in the writing; and
   ii. deposit collected fines into a restricted account for education and outreach under a program.
   iii. include an appeals process that is published in a publicly accessible location.

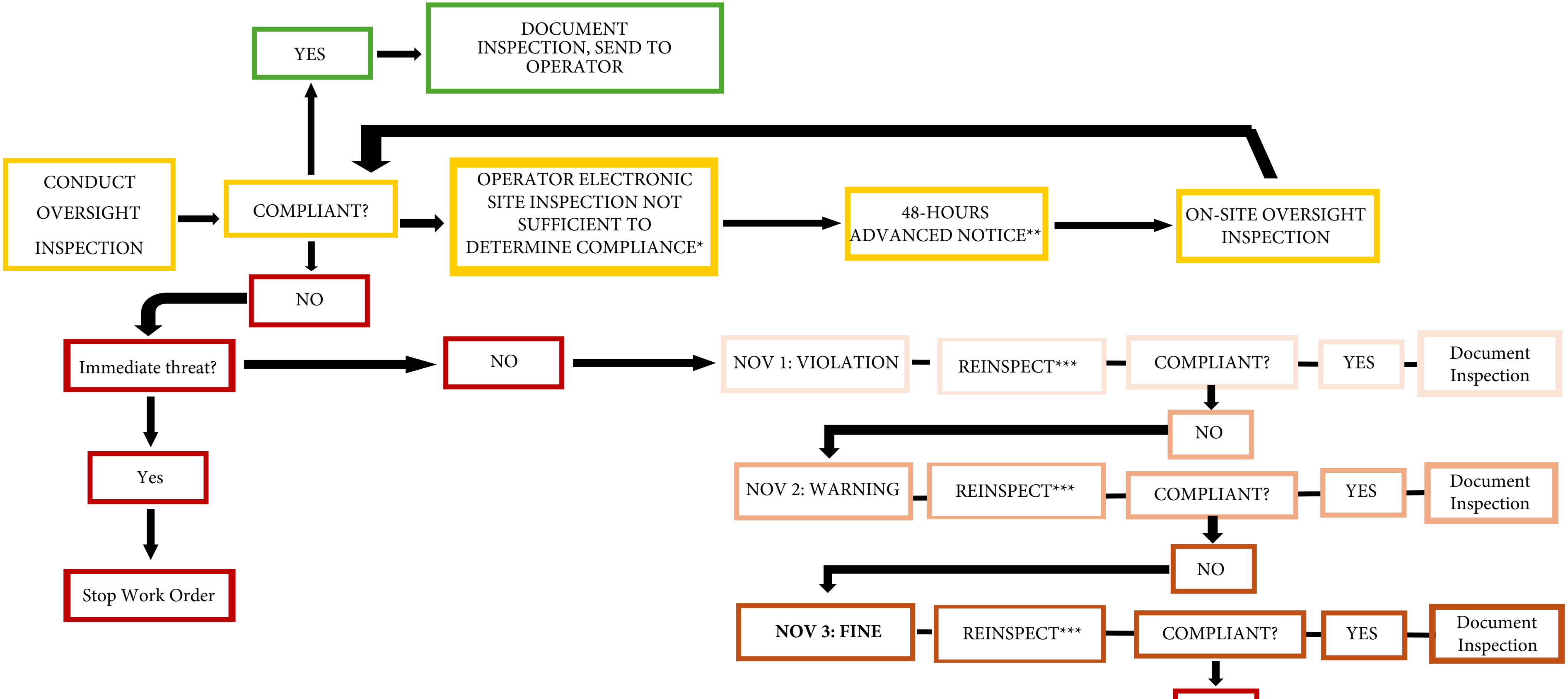
4. **Special Cases**
    a. The MS4 may issue a stop work order if the MS4 has clear documentation of an immediate threat to water quality.
    b. The MS4 can correct a specific violation for the operator, and recoup the costs associated, if the operator refuses to correct the violation after the enforcement process and there is imminent threat of significant harm to water quality or the stormwater system.
    c. Except in cases of immediate threats to water quality the MS4 cannot issue a stop work order if the violation is a result of a properly installed and maintained BMP per specifications for the site conditions from the preferred BMP list.

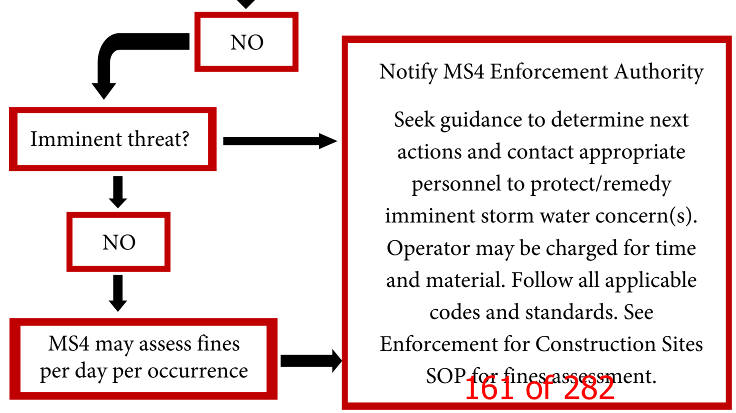
5. **Communication and Documentation:**
    a. All communication will be documented in writing (verbal communication shall be followed up with written email). Communication may include, but is not limited to:
        i. Email (direct to or via ComplianceGo)
        ii. Physical letter mailed or delivered
    b. The results of all enforcement notices, communications, and inspections including follow-up or reinspections, must be documented through GIS mapping, ComplianceGO, and/or saved in the project / development file.

See Flow Chart on Next Page

Enforcement for Construction Sites

Flow Chart





*Cases in which an on-site oversight inspection may be warranted are listed in the *Inspections of Permitted Construction Sites SOP*

**48-hours advanced notice only required if the operator has not opted out of electronic site inspections.

***Reinspection by the MS4 is required to verify that each violation has been corrected. The method of reinspection could be through reinspection photos, documentation, etc. Communicate to the operator how and when verification of correction will be performed.

A reinspection should be performed as soon as practicable after the timeline for correction has passed. A timeline is nugatory without timely follow up action from the oversight authority.

Construction Oversight Inspection Form

Project Name		**UPDES Permit #**		**Expiration Date**	
Address				**Date**	
Owner		**Operator**		**Start Time**	
Site Contact		**Phone**		**Stop Time**	
Weather	**Date of last rain event**		**Approximate Rainfall (in)**		
Inspector(s)	**MS4/City**		**Receiving Waters**		
Project Area	**Disturbed Area**		**Project Type**		
Inspection reason	Scheduled☐	Complaint/Tip:☐	Random☐	**Inspector Code**	State☐ Local☐
Inspection Code	SW Sampling ☐	SW non-Sampling ☐	**Inspection Type**	Onsite ☐ Electronic ☐	Reason (please list):

Part 1: Onsite Storm Water Controls (BMPs) ***(Utah Code § 19-5-108.3 part 7(c)(ii)(F))***	**List:** Yes, No, N/A
Arrival and Initial Checks: *(Track-Out Control)*	
1. Are roadways free of mud and sediment accumulation? *(CGP 2.2.4.e; CPP 2.1.4, 3.2.2; Utah Code § 19-5-108.3 part 7(c)(ii)(B))*	
2. Are effective track-out controls, such as stabilized construction entrances or wheel wash systems, installed and maintained at all egress points? *(CGP 2.2.4; CPP 2.1.4)*	
Perimeter Inspection: *(Perimeter Controls; Natural Buffer Areas; Discharge Points)*	
3. Are perimeter controls (e.g., silt fences, wattles, berms) properly installed and maintained, effectively preventing sediment from leaving the site, with no visible evidence of sediment discharges beyond the site boundary? *(CGP 2.2.3; CPP 2.1.2)*	
4. For disturbances located within 50 feet of waters of the state, are natural buffers (or equivalent controls), properly installed, maintained and effective at minimizing sediment discharges? *(CGP 2.2.1; CPP 2.1.6)*	
5. Are velocity dissipation devices installed at outfalls, along drainage channels, or at other locations to slow down runoff and prevent erosion? *(CGP 2.2.11; CPP 2.1.5.d)*	
Interior Site Inspection: *(BMPs: Inlet Protection; Stockpiles and Construction Materials; Erosion Controls / Pollution Prevention Controls; Chemical Storage and Fueling Areas; Sanitation and Waste Management; Concrete and Paint Washout)*	
6. Are storm drain inlets within and downslope of the construction site properly protected with appropriate BMPs (See SWPPP for installation specifications)? Has accumulated sediment in and around the inlet been removed? *(CGP 2.2.10; CPP 2.1.3)*	
7. Are soil and material stockpiles adequately protected from erosion and sediment transport using covers, silt fences, or other appropriate BMPs, and are they located away from stormwater conveyances and inlets? (*CGP 2.2.5; CPP 2.1.1)*	
8. Are effective suppression measures, such as water spraying or mulching, implemented on exposed soil areas to prevent excessive dust generation? *(CGP 2.2.6; CPP N/A)*	
9. Are erosion control measures (e.g., stabilization, mulching, erosion blankets) implemented effectively on slopes, disturbed areas, and other vulnerable areas, including any areas with no construction activities for 30 days? *(CGP 2.2.14; CPP 2.1.7)*	
10. Is vegetation preservation, slope disturbances, top-soil management, and soil compaction being effectively managed to prevent potential impacts on water quality? *(CGP 2.2.2, 2.2.7-2.2.9, 2.11; CPP 2.1.5)*	
11. Are effective spill prevention, containment, and pollutant discharge minimization measures in place for all equipment fueling, maintenance, and washing activities? *(CGP 2.3.1, 2.3.2; CPP 2.2.1, 2.2.3)*	
12. Are construction material storage, chemical storage and hazardous waste areas properly managed, minimizing exposure to precipitation, and are secondary containment and spill prevention measures in place? *(CGP 2.3.3.a-d; CPP 2.2.2, 2.2.3)*	
13. Are all areas free from spills or leaks? Has all evidence of a pollutant spill been properly contained and cleaned? *(CGP 2.3; CPP 2.2.3; Utah Code § 19-5-108.3 part 7(c)(ii)(C))*	
14. Are waste management practices effective, with all debris and blowable waste properly contained, and disposed of to prevent exposure to storm water and overflow? (CGP 2.3.3. e; CPP 2.2.4)	
15. Are portable sanitation facilities (e.g., port-o-potties) positioned securely, away from drainage features, and maintained to prevent leaks or spills? *(CGP 2.3.3.f; CPP 2.2.5)*	
16. Are designated areas for concrete, paint, and other construction material washouts properly managed to prevent contamination of stormwater? *(CGP 2.3.4; CPP 2.2.6)*	
17. Is the operator preventing any visible pollutants, prohibited discharges, or sediment from reaching unprotected storm drains or waters of the state? If an immediate threat is observed (See *Utah Code § 19-5-108.3 part 1(g))*, call the Environmental Incident Response Line (801) 536-4123. *(CGP 1.3, 3.1; CPP 1.3, 1.4)*	

Comments *(Summarize key observations from the inspection, including any violations, corrective actions needed, and any discussions with the site operator)***:**

Part 2: Storm Water Records Review ***(Utah Code § 19-5-108.3 part 7(c)(ii)(E))*** *(Ensure all information is accurate and up to date)*	**List:** Yes, No, N/A
1. Is the SWPPP signage posted at the site entrance clearly visible, and does it include the required information (e.g., UPDES tracking number and site operator contact information)? (CGP 1.5; CPP 1.7)	
2. Is a copy of the SWPPP available onsite, or is its location clearly indicated on the posted signage and accessible within a reasonable time? *(CGP 7.4.1; CPP 4.1.2)*?	
3. Does the CGP SWPPP identify Storm Water Team personnel information including names, positions and responsibilities? Does the CPP SWPPP contain name, address, telephone and email information for general contractor, owner, and any other party implementing SWPPP? *(CGP 7.3.1; CPP 4.2.1)*	
4. Is there documentation verifying that all key personnel have received appropriate training as required by the CGP/CPP, and are these records included in the SWPPP? *(CGP 6.2, 6.3, 2.2.13.f, 7.3.1; CPP 4.2.9)*	
5. In the CGP SWPPP, is the construction activity described in detail, including an estimate of the area to be disturbed, the sequence of construction activities, and a description of all on-site and off-site construction activity support areas? In the CPP SWPPP, are sequences and construction activities listed including estimated dates for activities, landscaping, and any cessations of earth disturbing activities? *(CGP 7.3.2; CPP 4.2.2)*	
6. Does the SWPPP include a detailed site map showing storm drains, slopes, surface drainage patterns, stream buffer zones, stormwater discharge points, construction boundaries, limits of disturbance, surface waters (including the name of receiving waters), and the placement of both structural and non-structural controls? *(CGP 7.3.3; CPP 4.2.3)*	
7. Does the SWPPP include accurate discharge information, including receiving waters, impaired waters, and high-quality waters? Are there specific measures outlined to prevent the discharge of pollutants into these waters? *(CGP 3.2; CPP 1.5; 4.2.5)*	
8. Does the SWPPP identify all pollution-generating activities (e.g., concrete washout, solid waste disposal) that could affect storm water discharges from the site? *(CGP 7.3.2.f; CPP 4.2.6)*	
9. Are all authorized non-storm water discharges (e.g., fire hydrant flushing, uncontaminated groundwater) identified in the SWPPP? *(CGP 7.3.4; CPP N/A)*	
10. Does the SWPPP describe natural buffers and/or equivalent sediment controls (i.e., compliance alternatives)? *(CGP 7.3.5.b(1), Appendix A; CPP 4.2.4)*	
11. Does the SWPPP include detailed specifications for the placement and installation of all required erosion and sediment control measures (e.g., silt fences, sediment basins, check dams, inlet protection)? *(CGP 7.3.5.a; CPP 4.2.7)*	
12. Have specific stabilization measures, including both vegetative and non-vegetative practices, as well as the stabilization deadline, been provided in the SWPPP? *(CGP 7.3.5.b(6); CPP N/A)*	
13. Does the SWPPP include comprehensive spill prevention and response procedures, including personnel responsibilities, cleanup steps, and emergency contact information? *(CGP 7.3.5.b(7); CPP N/A)*	
14. Does the SWPPP include detailed specifications for the placement and installation of all required pollution prevention control measures, (e.g., material storage, construction waste management, sanitary waste management, and spill prevention measures) *(CGP 7.3.5.a; CPP 4.2.7)*	
15. Does the SWPPP show the inspection frequency selected for the site, the rain-gauge/weather station location (if applicable), any reduced frequency periods (e.g., frozen or stabilized areas), and the checklists/forms that will be used? *(CGP 7.3.6; CPP N/A)*	
16. Are routine site inspections being conducted at the selected frequency (i.e., every 7 or 14 days + within 24 hours of a 0.50-inch rainfall)? (CGP 4.2, 4.3, 4.4; CPP 3.3.1, 3.3.2; *Utah Code § 19-5-108.3 part 7(c)(ii)(D))*	
17. Do the inspection reports document all areas and items required for inspection, including any BMP problems found or non-compliance observed? *(CGP 4.5, 4.6; CPP 3.3.1, 3.3.2, 3.3.3)*	
18. Are corrective actions from previous inspections entered in the corrective-action log within 24 hours (CGP only). Are corrective actions resolved or scheduled within 7 days, with the SWPPP and site map updated accordingly? *(CGP 5.2, 5.4, 7.5.a; CPP 3.4.1, 3.4.2, 4.3.1, 4.3.2)*	
19. Does the SWPPP include the Notice of Intent (CGP only), a copy of the CGP or CPP, and the Authorization to Discharge Letter?? *(CGP 7.3.9; CPP 4.2.10)*	
20. Has the SWPPP been signed by the appropriate responsible corporate officer or duly authorized representative? *(CGP 9.9.2; CPP 4.2.11)*	
21. Has the operator submitted a complete and accurate NOI, signed by a responsible corporate officer? (CGP 1.4, 9.9.1; CPP 1.6, 5.9.1)	

Comments:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry into the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is to the best of my knowledge and belief true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Inspector				
	Print Name	Title	Signature	Date

Last updated: 2/1/26

Electronic Site Inspection Guide for Operators

Last Reviewed: May 12, 2026

Construction Stormwater Inspections Overview

Construction stormwater inspections fall into two categories: operator site inspections and regulatory oversight inspections, each governed by different requirements.

Operator site inspections are required under Part 4 of the Utah Construction General Permit (CGP) and Part 3 of the Common Plan Permit (CPP). These require that a qualified person regularly inspects the site (typically once per week, or every 14 days and after a 0.5-inch or greater rainfall event) to ensure stormwater controls are properly installed, functioning, and maintained. These inspections are internal to the project team and are a condition of permit compliance.

In contrast, oversight inspections are conducted by the Utah Division of Water Quality (DWQ) or a regulated Municipal Separate Storm Sewer System (MS4) to evaluate whether a site is complying with its stormwater permit and developed Storm Water Pollution Prevention Plan (SWPPP). Under Utah Code § 19-5-108.3, these oversight inspections must now be conducted electronically using photographs and documentation submitted by the operator. If an operator opts out, routine on-site inspections from the DWQ will continue.

Areas of the Site to Photograph

If you, the operator, choose to conduct electronic inspections in place of on-site inspections by DWQ, you are confirming your intent to submit all necessary documentation required for the DWQ to perform a remote electronic inspection. This includes providing geo-located, time-stamped photos of the active construction site that clearly captures:

1. Site signage showing the UPDES permit tracking number, main SWPPP contact's name, phone number and email address, and how to obtain a copy of the SWPPP (Ex: QR code that directs to the SWPPP documents).
2. All cleared, graded, or excavated areas that have not yet achieved final stabilization, as required by CGP Part 2.2.14 or CPP Part 2.6;
3. All storm water controls, including erosion, sediment, and pollution prevention BMPs installed per specifications to comply with the CGP or CPP;
4. All material, waste, borrow, and equipment storage and maintenance areas covered under your storm water permit;
5. All areas where storm water typically flows within the site, including natural or constructed drainage features used to divert, convey, or treat runoff;
6. All discharge points (outfalls) from the construction site; and
7. All areas where you have implemented stabilization measures, but final stabilization has not been completed.

Photograph Quality and Considerations

Photographs must be of sufficient resolution, clarity, and scope to allow the regulatory authority to assess compliance with Permit requirements. For best results, submit photos in their original format, ensuring they clearly capture site conditions and all areas where BMPs are installed. Images should offer full, clear views that accurately represent the extent and effectiveness of BMP installation and overall site conditions. Per Utah Code § 19-5-108.3(11)(b), electronic site inspection photos shall include meta data verifying the date, time, and GPS location corresponding to the construction site. If operator submitted photos do not meet this standard, the MS4 will have a documented reason for an on-site inspection.

Submission Deadline

This documentation must be submitted **within the first 7 calendar days of each month** following the first full month of active construction under permit coverage, and continue submitting inspections monthly thereafter. For example, if your permit coverage begins on March 15, your first full month of coverage is April. You must submit your first electronic inspection by May 7.

Failure to provide complete or clear documentation may result in a request to submit additional documentation or a decision by the DWQ or MS4 to conduct an on-site inspection.

Procedures for Conducting Electronic Site Inspections

It is essential that all sediment, erosion, and pollution prevention controls are installed in accordance with:

- The locations shown on the site map; and
- The materials and installation methods specified for each BMP in the SWPPP.

To support a complete and accurate oversight inspection, operators should provide photos that clearly show all key site conditions and stormwater controls. These photos must demonstrate compliance with the CGP or CPP. Follow this guide to ensure your photos meet inspection standards and reflect current site conditions:

- **Permit Signage**

  Start with a photo of the site's stormwater permit sign, ensuring it includes all information required under CGP Part 1.5 (or CPP 1.9). The sign should be visibly posted in a safe and publicly accessible location near the primary site entrance. Ensure the photo clearly captures both the content of the sign and its placement.
- **Stormwater Controls (BMPs)**

  Provide clear, geo-located photos of all BMPs. Capture multiple angles as needed to show installation and functionality per the BMP detail. For follow-up inspections, repeat photos from the same locations to show progress and maintenance.

  Include photos of the following:
  - Unstabilized areas:
    - Cleared, graded, or excavated areas that have not yet reached final stabilization
    - Areas where interim stabilization measures are in place (e.g., mulch, seed, erosion control blankets)
  - Erosion and sediment controls:

    - Wattles, silt fence, check dams, slope protection, sediment basins
    - Show perimeter controls approximately every 200–400 feet and especially at low points where runoff collects and/or leaves the project site
  - Pollution prevention controls:
    - Spill kits, covered chemical storage, concrete/stucco washout stations, covered dumpsters, portable toilets (from multiple sides and with any tie-downs visible)
    - Fueling areas (show hoses, secondary containment, and/or berms)
  - Stormwater flow paths and drainage features:
    - Natural or constructed swales, ditches, and curbs
    - Linear drainage features (e.g., curb lines) approximately every 400 feet
  - Inlet protection:
    - Close-up of inlet protection devices and the area directly upstream
  - Discharge points (outfalls):
    - Include views of erosion, sediment deposits, and any signs of discharge (e.g., color changes, oil sheen, solids)
  - Exit/Track-out controls:
    - View of the full exit point from 90 degrees, showing effectiveness of stabilized construction entrance
  - Staging and storage areas:
    - Show equipment/vehicle parking and material/waste storage (e.g., for concrete, asphalt, topsoil, gravel)
  - Vehicles and equipment:
    - Document any leaks or signs of fluid drips, especially near maintenance areas
- **Photo Quality & Placement**
  - Photos must be clear, well-lit, and unaltered
  - Match photo locations to those on the site map
  - Provide context where needed (e.g., zoomed out to show surroundings, close-ups for key features)
  - Label photos clearly when submitting (e.g., “North Silt Fence – SE Corner,” “Concrete Washout – West Side”)

Justification for Conducting an Onsite Inspection

Pursuant to Utah Code § 19-5-108.3(11)(c) and (12), DWQ and MS4 may conduct an on-site oversight inspection if there is a documented justification, which may include:

1. The operator opted out of electronic inspections or requested an on-site inspection.
2. Submitted documentation is insufficient, including altered photos or missed

submittal deadlines.

3. Immediate or imminent threat to water quality exists.
4. An illicit discharge or complaint requires an investigation.
5. The site is within one-half mile of a river, stream, or lake.

Pursuant to the Small MS4 General UPDES Permit No. UTR090000, Section 4.2.4.4.5, the MS4 may complete an on-site inspection if the MS4 has a documented and justified reason. The circumstances that may be considered documented reasons include, but are not limited to:

1. Inadequate characterization in electronic site inspections of site conditions or portions of a site
2. Verified complaints
3. Operator has opted-out of electronic inspections
4. Any other evidence of noncompliance with Permit conditions that warrants an on-site inspection

Additional Documentation

Additionally, permitted sites must maintain an up-to-date SWPPP throughout the duration of the project and ensure it is accessible to DWQ inspectors during an oversight inspection. The SWPPP must include all required elements as outlined in CGP Part 7.3 or CPP Part 4.2, including site map(s), inspection reports, corrective action logs, a copy of the NOI, and other relevant documentation.

How to Submit

If you choose to provide electronic site inspections, please compile all required photographs into a single compressed archive file (e.g., *.zip) and submit it through DWQ's Electronic Document Submission Portal [Link] within the timeframe specified above.

For any questions and further assistance with submitting an electronic site inspection please contact the DWQ at WQInfoData@utah.gov or at (801) 536-4300.

Operator Opt-Out Form for Electronic Stormwater Oversight Inspections as Authorized by Utah Code § 19-5-108.3(11)(c)

As the authorized representative of the permit listed below, I am submitting this form to formally notify the Utah Division of Water Quality (DWQ) and the local Municipal Separate Storm Sewer System (MS4) authorities that our organization is electing to opt out of the electronic site inspection program established under Utah Code § 19-5-108.3.

We understand that under this law, electronic oversight inspections may be conducted using geo-located, time-stamped photographic documentation submitted by the permittee to the regulatory authorities. These electronic inspections must clearly demonstrate compliance with all applicable permit requirements, including the proper installation and maintenance of best management practices (BMPs) as described in the Utah Construction General Permit (CGP) or Common Plan Permit (CPP), as applicable.

By opting out, we are choosing not to provide electronic site inspection documentation. We acknowledge that, in accordance with state law, this provides the DWQ and MS4 with a documented reason to perform traditional on-site oversight inspections for the duration of our project.

This decision does not alter or remove any responsibilities required under the stormwater permit, including the requirement to conduct and document regular operator inspections as specified in CGP Part 4 or CPP Part 3, maintain an up-to-date SWPPP, and comply with all BMP implementation, maintenance, and documentation standards.

We also understand that we may opt back in to electronic site inspections at any time by notifying DWQ and the local MS4 of this decision and submitting the required photographic documentation.

Project/Permit Information:

Project Name: ______________________________ Project Address: ___________________________________

UPDES Permit Number: ______________________ Operator/Company Name: __________________________

Operator Representative Name: ______________________________ Operator Rep.Title: _________________

Operator Phone: ___________________________ Operator Email: ___________________________________

Signature:

I hereby confirm that I am authorized to make this decision on behalf of the permittee and that I understand the implications of opting out of the electronic site inspection process.

Signature: ____

Date: ____

1600 E. South Weber Drive
South Weber, UT 84405

801.479.3177
southwebercity.com

First Notice of Storm Water Violation

Operator Name: ______________________________

Site Address: __________________________________

Date of Violation: _____________________________ *(See also attached inspection form)*

Violation – Failure to Implement or Maintain Preferred Best Management Practices
(Utah Code 19-5-108.3 and City Code Title 8):

- ☐ Working without an approved storm water permit
- ☐ Tracking mud on the road
- ☐ Failure to clean up or report spill(s)
- ☐ Failure to conduct storm water inspections
- ☐ Failure to maintain stormwater records
- ☐ Failure to use general best management practices _____________________________
- ☐ Other ____

Deadline to Correct: _______________________________

The deadline to correct violations should be no sooner than 1 business day (immediate threats to water quality), and no later than 7 days (imminent threats to water quality).

Deadline to Submit Electronic Inspection Report: _____________________________________

If you have questions about this Notice of Violation, please contact Corey Wilson, cwilson@southwebercity.gov or 801-479-3177.

Updated July 2025

1600 E. South Weber Drive
South Weber, UT 84405

801.479.3177
southwebercity.com

Second Notice of Storm Water Violation

Operator Name: ______________________________

Site Address: _________________________________

Date of Second Violation: _____________________________ *(See also attached inspection form)*

Violations Remaining:

- ☐ Working without an approved storm water permit
- ☐ Tracking mud on the road
- ☐ Failure to clean up or report spill(s)
- ☐ Failure to conduct storm water inspections
- ☐ Failure to maintain stormwater records
- ☐ Failure to use general best management practices _____________________________
- ☐ Other ____

Deadline to Correct: ______________________________

The deadline to correct violations should be no sooner than 1 business day (immediate threats to water quality), and no later than 7 days (imminent threats to water quality).

Deadline to Submit Electronic Inspection Report: _____________________________________

If the above violation(s) are not corrected by the above specified date, the Operator is subject to Administrative Fines as outlined in City Code, Title 8.

If you have questions about this Notice of Violation, please contact Corey Wilson, cwilson@southwebercity.gov or 801-479-3177.

Updated July 2025

SOUTH WEBER city
1600 E. South Weber Drive
South Weber, UT 84405
801.479.3177
southwebercity.com

Third Notice of Storm Water Violation

Operator Name: _______________________________

Site Address: __________________________________

Date of Third Violation: ________________________________*(see attached inspection report)*

Violations and Associated Applicable Administrative Fines:

- ☐ Working without an approved storm water permit, $500 per occurrence
- ☐ Tracking mud on the road, $300 per occurrence
- ☐ Failure to clean up or report spill(s), $250 per occurrence
- ☐ Failure to conduct storm water inspections, $100 per occurrence
- ☐ Failure to maintain stormwater records, $100 per occurrence
- ☐ Failure to use general best management practices, $500 per occurrence
  ____
- ☐ Other ____

Deadline to Correct: ________________________________

The deadline to correct violations should be no sooner than 1 business day (immediate threats to water quality), and no later than 7 days (imminent threats to water quality).

Deadline to Submit Electronic Inspection Report: ______________________________________

All fines shall be paid directly to the City within thirty (30) days of the date of this Notice.

If you have questions about this Notice of Violation, please contact Corey Wilson, cwilson@southwebercity.gov or 801-479-3177.

Updated July 2025

MCM 5 - Long-Term Stormwater Management

The Long-Term Stormwater Management (Post-Construction Stormwater Management) in New Development and Redevelopment is designed to prevent and reduce pollutants in runoff from areas of existing development and newly constructed development that discharge to the stormwater system by implementing an educational program, inspection routine, and enforcement process. In addition, the City requires the use of Low Impact Development (LID) stormwater practices and principles.

South Weber City's Plan to Meet the Requirement of the Permit *(General Permit 4.2.5)*

Areas of Focus

- **Post-Construction Control Standards / Ordinance:** South Weber City Code Title 11 adopts Standards to prevent or minimize impact to water quality – these include structural and non-structural BMPs to address pollutants known to be or have the potential to be discharged from the site.
- **Method for Calculating Hydrology:** To ensure consistent sizing of structural BMPs, the South Weber Public Works Standards include these requirements and the new updates found in the General Permit requirements 4.2.5.1.2.
- **Low Impact Development (LID) Practices:** South Weber City has adopted the Utah Department of Environmental Quality (UDEQ) "A Guide to Low Impact Development within Utah" (Guide), dated December 2018, in the City Public Works Standards (See City Website).
- **Source Control Program Development:** South Weber City implements this program using GIS, ComplianceGo, and information as found in the Additional Information / Resources for this MCM. This will be an ongoing process for the City.
  - **Establish an Inventory:** The GIS inventory identifies all post-construction structural stormwater control measures installed and implemented for both public and private sector sites. The inventory shall contain (1) a short description of each stormwater control measure; (2) a short description of maintenance requirements; and (3) inspection information. (See General Permit 4.2.5.5).
  - **Agreements for Private Sector Sites:** For private sector sites, the City requires the Developer to list the ownership and maintenance information on the recorded plat and/or as part of the CC&Rs for the development. In general, the plat states who is responsible for maintenance and the CC&Rs outline the responsibility for maintenance and establish the right for the City to conduct inspections annually and require action if found to not be properly maintained. This information is also outlined in the Long-Term Stormwater Agreement that is signed and recorded and the Post-Construction Stormwater Regulatory Measures Inspections and Enforcement SOP (See *Additional Information / Resources Section for this MCM*).
  - **Maintenance of Inventory:** The Inventory shall be updated when changes occur in property ownership or as changes to control measures implemented at the site. An annual review shall be conducted to ensure information is kept up to date.
  - **Establish Inspection and Enforcement Program:** South Weber City uses a combination of GIS Survey 123 and ComplianceGo for their inspection and enforcement program that supports these sites applying operational and/or structural BMPs to prevent illicit discharges or violations of surface water, ground water, or sediment management standards as well as practices to reduce pollution from the application of pesticides,

herbicides, and fertilizers. Staff annually complete the number of inspection equal to 20% of the businesses or sites listed in the inventory and 100% of sites identified through credible complaints. See SOP in Additional Information / Resources Section for this MCM.

- **Training:** Stormwater Managers, Inspectors, and Public Works employees continue to increase their knowledge by remaining current with new/revised stormwater regulations, along with attending internal and external training on erosion control, LID techniques, stormwater design models, standards, and practices. At a minimum, training is completed annually and is provided by either the City Engineer's Office or through the Davis County Stormwater Coalition's annual training event.

  Training topics should be relevant to the employee's position and include 1) fundamentals of long-term stormwater management; 2) plan review; 3) inspections; 4) enforcement; 5) LID and green infrastructure practices; and 6) the specific requirements for post-construction control and the associated stormwater controls identified in the SWMP. All new stormwater or public works employees shall receive individual / small group training within 60 days of the date of hire.

Specific Goals with Methods of Evaluation

To ensure South Weber City is meeting the requirements of the Post Construction Stormwater Management – MCM 5 section of the General Permit, the following specific goals have been established.

- **Source Control Standards / Ordinance Goal:** Annually, South Weber City will review and update, as needed, the City's Ordinances and Public Works Standards to follow the requirements of the General Permit.

  Methods of Evaluation:

  - Ordinance.
  - Public Works Standards.

- **Source Control Program Development Goal:** Annually, South Weber City will review and update the City's Inventory (as described above) and document and complete 100% of the required inspections.

  - **Methods of Evaluation:**
    - Standard Operating Procedures.
    - Updated / Completed Inventory.
    - Completed inspections documented in Survey123 or ComplianceGo.

Record Keeping: South Weber City will maintain program records including documentation of each site visit, inspection records, denial of entry occurrences, warning letters, notices of violation, and other enforcement records that demonstrate an effort to bring sites into compliance.

Additional Information / Resources for
MCM 5 - Long-Term Stormwater Management

Post-Construction (Long-Term) Storm Water Management
Site Plan & Post-Construction Plan Reviews
Standard Operating Procedure

(4.2.5.3)

Purpose: To implement procedures for site plan review to evaluate potential water quality impacts, to ensure the selected storm water controls meet the requirements, and to verify final construction plans adequately portray what has been constructed.

Applicability: All new development and redevelopment sites that disturb greater than or equal to one (1) acre, including projects less than one (1) acre that are part of a larger common plan of development or sale which collectively disturbs land greater than or equal to one (1) acre.

Procedure:

Pre-Construction

- ☐ City-approved long-term storm water requirements are provided to the owner/developer in both City Code and as part of the Public Works Development, Design, and Construction Standards.
- ☐ The owner/developer selects and incorporates the appropriate long-term management BMPs and submits them as part of the required City approval process.
- ☐ Design, review, and approval shall follow the requirements as outlined in the applicable City Code and the Public Works Development, Design, and Construction Standards.
    - The long-term management BMPs are reviewed throughout the approval process by the City and/or City Engineer to ensure that they are adequate for the project, will meet the compliance standards, and long-term management needs.
- ☐ Following approval, but prior to construction, a pre-construction meeting is held between the City, Developer, Contractor, and any other applicable entity to review and discuss construction requirements.

Construction / Post-Construction

- ☐ Inspections are conducted throughout construction.
- ☐ Where applicable, GIS information is captured on-site and added to the City’s utility map(s).
- ☐ Contractor documents any deviations from approved construction plans.
- ☐ Contractor submits the redlined construction plan drawings to the City Engineer.
- ☐ City Engineer creates a final “as-built” record drawing of the development / project.
- ☐ GIS map(s) are updated to reflect “as-built” information and added to the inspection schedule based on type of BMPs installed.

Post-Construction (Long-Term) Storm Water Management Regulatory Measures Inspections and Enforcement Standard Operating Procedures

(4.2.5)

Purpose: To ensure adequate ongoing long-term operation and maintenance of approved storm water control measures.

General Requirements:

- Long-term storm water BMPs shall be selected based on the City's current approved Public Works Development and Design Standards and be approved by the City Engineer.
- Long-term storm water BMPs shall be documented using the City's GIS Storm Water Management System. Documentation shall include location, type, size, ownership, inspection records, etc.
- Original approved (by City Engineer dated stamp) design drawings and specifications and maintenance plan shall be kept on record with the City and referenced in the City's GIS Storm Water Management System.

Procedure:

City-Owned Facility

- Keep a database of City-owned long-term storm water control measures.
- Conduct inspections at a frequency as required by MS4 Permit, at a minimum annually (See Long-Term Storm Water Control Inspection Form).
- Attach completed inspection report to GIS Map for each location inspected.
- Document maintenance needs and provide report to Public Works Director and/or City Engineer.
    - If immediate maintenance is required (due to location of storm water control measure or potential impact to water quality), contact Public Works Director immediately and complete maintenance needed.

Privately-Owned Facility

- Keep a database of Privately-owned long-term storm water control measures.
    - Include copy of signed Maintenance Agreement (where applicable).
- Annual Inspection by Owner (if this option is selected, follow as outlined in Agreement)
    - City to send out reminders of upcoming due date of annual private inspection (due June 1).
    - Review private inspection reports for compliance, deficiencies, corrective actions taken, follow-up inspections (as needed).
    - Follow enforcement procedures below if identified deficiencies are not corrected.
- Annual Inspection by City (if this option is selected, follow as outlined in Agreement)
    - Notify Owner and schedule on-site inspection.
    - Attach completed inspection report to GIS Map for each location inspected.
    - Provide owner with copy of completed inspection report.

- Document maintenance needs and provide report to Owner, Public Works Director and/or City Engineer.
- If immediate maintenance is required (due to location of storm water control measure or potential impact to water quality), contact Owner and Public Works Director immediately to determine course of action for maintenance.

- 5-year inspections by City (Storm Water Inspector)
  - Notify Owner and schedule 5-year site inspection.
  - Review original design and submitted maintenance plan.
  - Inspect controls for cleanliness and functionality.

- Enforcement
  - Follow and document the enforcement procedures as outlined in the City's standard *Long-Term Storm Water Maintenance Agreement*.
    - Written Notice (1st)
      - Send to Owner via Certified Mail to address on record with County Tax Assessor.
      - Provide a minimum of 30 days (from date of letter) to correct.
    - Written Notice (2nd) – *Send in the event Owner fails to comply after first notice time has elapsed.*
      - Send to Owner via Certified Mail to address on record with County Tax Assessor.
      - Provide a minimum of 30 days (from date of letter) to correct.
    - Citation – *Issued in the event Owner fails to comply after second notice time has elapsed.*
      - Punishable as a Misdemeanor in addition to any local, State, or EPA fines.
- Corrective Action
  - Follow and document corrective action(s) taken either by the Owner or the City as outlined in the City's standard *Long-Term Storm Water Maintenance Agreement*.

Enforcement:

The City's Public Works Director, Storm Water Inspector, and City Manager (or his designee) has the authority to enforce the requirements of the Long-Term Stormwater Controls.

MCM 6 - Pollution Prevention and Good Housekeeping for Municipal Operations

South Weber City is pursuing a robust Operations and Maintenance program that ensures that runoff and stormwater discharges from City owned and/or operated facilities to the stormwater system are inspected and maintained in a manner that prevents or reduces potential impacts to stormwater drainage and receiving waters.

South Weber City's Plan to Meet the Requirements of the Permit (General Permit 4.2.6)

Areas of Focus

- **Maintenance Standards**: South Weber City implements maintenance standards and utilizes SOPs to further define each.
- **Ongoing Program to Inspect and Maintain the MS4:** South Weber inspects all municipally owned catch basins and inlets every 2 years. If inspection indicates that cleaning or repair is needed, those activities are completed within the permit allowed timelines, generally within 6 months.
    - South Weber City inspects all municipally owned and operated water quality treatment and flow control facilities. If inspection indicates that cleaning or repair is needed, those activities are completed within the permit allowed timelines, generally within 1 year.
    - South Weber City will continue to maintain compliance by achieving at least 75% of required inspections.
- **Inventory Assessment:** City-owned facilities were assessed as to their risk for discharge potential and proximity to receiving waters. Most potential pollutants include sediments, nutrients, and hydrocarbons from petroleum products. These are a result from parks maintenance activities, roadway maintenance activities, exterior building maintenance activities (law maintenance or other activities including chemicals and nutrients), sediment and trash collected from the storm drains, and trash and hydrocarbons found in parking lots. All these pollutants pose the highest risk of entering the storm drain system from city-owned facilities.
- **Practices, Policies, and Procedures to Reduce Stormwater Impacts of Municipal Operations:** The City operations and maintenance program implements Standard Operating Procedures, policies, and procedures to reduce stormwater impacts associated with runoff from land owned and maintained by South Weber City and road maintenance activities.
- **Stormwater Pollution Prevention Plan (SWPPP) for South Weber City's "High-Priority" Facilities:** South Weber City has two City-owned "high priority" facility – the Public Works Shops and Yard (existing and new). These sites have been added to the City's GIS mapping and a SWPPP detailing the descriptions of the operational and structural BMPs in use, inspection schedule and results, an inventory of materials and equipment stored on-site, a list of activities conducted that may be exposed to rain, a map of the facility's stormwater drainage, discharge points, and areas of potential pollutant exposure, and a plan for responding to spills. The City maintains an inventory of municipal facilities and annually reviews the priority classification.
- **New Flood Management Controls:** For all new projects, both public and private, that discharge to the City's stormwater system, water quality and hydrology impacts will be evaluated by the City Engineer on a case-by-case basis. The requirements to comply with low impact development and the new retention standards are likely to address most impacts; however,

where the City Engineer determines that the controls proposed via low impact development and retention are inadequate, they may require additional controls be added to the project.

- **Existing Flood Management Controls:** During the annual inspection, existing flood management control structures will be assessed to determine whether changes, additions, or retrofitting is required to improve water quality. If it is determined that retrofitting is required, the City Engineer will work with Staff to develop a plan for prioritizing and completing the needed retrofit(s).
- **Retrofit Plan:** Several years ago, the City adopted a regional stormwater storage approach. Rather than have many small local storage facilities, the decision was made to construct fewer but larger regional detention basins. The idea is to reduce the number of facilities needing maintenance and attention. Now that the City is mostly built out, this same general approach is being adopted relative to water quality. The City is working on compiling a formalized list of water quality projects that can be implemented on a regional basis. Projects for retrofitting are ranked based on proximity to waterbody; current assessment of waterbody with a goal to improve and protect; hydrologic condition of receiving waterbody; proximity to sensitive ecosystem of protected area; any sites that could be further enhanced by retrofitting.

  In 2021, the City prepared and adopted a formal Storm Drain Capital Facilities Plan. The Plan is specific to stormwater to create a systematic process for improvements to aid in fiscal accounting for the projects.
    - During routine inspections – basins and devices are considered for retrofit, repair, or both. The project is then ranked (as stated above) and placed in the budget for consideration and approval. If funds are allocated, the Project is either completed in-house by City Staff or formally bid on following the City's procurement policy and completed by an outside Contractor.
    - Most projects are aimed at improving drainage in existing roadways and lessen the negative impacts that water has on roads. Retrofitting and implementing a water quality element on these projects is typically not applicable
    - The following locations have been identified and will be completed within the next ten years (budget allowing):
        - Project #2 (Heather Cove Pond Upsizing & Piping)
        - Project #9 (7800 South Pond Improvements w/ LID)

- **Training:** South Weber City's Public Works Staff receives annual training on the importance of protecting water quality during maintenance operations, inspection procedures, relevant water quality and operations and maintenance standards, selecting appropriate BMPs, ways to perform their job activities to prevent or minimize impacts to water quality, SOPs for operation and maintenance activities, SWPPP's for high priority facilities, illicit discharges and improper disposal of waste, and procedures for reporting water quality concerns. This training is part of the annual SWMP training conducted by the City Engineer. (See MCM 3 for additional info and documentation method.). All new stormwater or Public Works employees shall receive individual / small group training within 60 days of the date of hire.

Specific Goals with Methods of Evaluation

To ensure South Weber City is meeting the requirements of the Pollution Prevention and Good Housekeeping for Municipal Operations – MCM 6 section of the General Permit, the following specific goals have been established.

- **Practices, Policies, and Procedures to Reduce Stormwater Impacts of Municipal Operations Goal:** Annually, in October of each year, review and maintain standard operating procedures as required by the General Permit.

  Methods of Evaluation:

  - Standard Operating Procedure Manuals.
  - Checklists.
  - Inventory of floor drains located inside City-owned facilities.

- **Retrofit / Capital Improvements Plan:** Annual implementation of retrofit projects identified above and/or those projects identified during annual review of City facilities (all implementation will be based upon available funding).

  Methods of Evaluation:
  - Capital Improvements Plan Project List Update (if new projects identified).
  - Completed Project(s) added to the GIS Map (should specifically indicate "retrofit project".
  - Capital Facilities Plan updated, where applicable (based on available budget).

Record Keeping: South Weber City will maintain program records including documentation of each site visit, inspection records, denial of entry occurrences, warning letters, notices of violation, and other enforcement records that demonstrate an effort to bring sites into compliance.

Additional Information / Resources for
MCM 6 - Pollution Prevention and Good Housekeeping
for Municipal Operations

Common Pollutant Inventory & Evaluation of City Facilities

(4.2.6.2)

City Parks

Canyon Meadows, Cedar Cove, Cedar Loop, Central, Cherry Farms, Dog Park, Nathan Tyler Loock Memorial, Posse Grounds, Silverleaf, Veteran's Memorial

Common Pollutant Source	Proposed Controls to Prevent Runoff	Pollutants Stored at the site	Improperly stored materials	Potential pollutant-generating activities performed outside (e.g. changing automotive fluids)	Close proximity to fresh water and water bodies, including but not limited, to streams, canals, rivers, ponds and lakes	Potential to discharge pollutants(s) of concern to impaired water(s)
Fertilizer, Pesticides, Herbicides	Follow SOPs as outlined in MCM 6 - Shouldering and Mowing, Mowing and Trimming, Chemical Application Pesticides, Herbicides, and Fertilizers	**N**	**N**	**N**	**N**	**N**
Garbage	Follow proper trash disposal SOP as outlined in MCM 6 - Dumpsters/Garbage Storage	**N**	**N**	**N**	**N**	**N**
Pet Waste	Follow SOP as outlined in MCM 6 - Pet Waste	**N**	**N**	**Y**	**N**	**N**
Graffiti Removal	Follow SOP as outlined in MCM 6 – Graffiti Removal	**N**	**N**	**Y**	**N**	**N**

City Office

Common Pollutant Source	Proposed Controls to Prevent Runoff	Pollutants Stored at the site	Improperly stored materials	Potential pollutant-generating activities performed outside (e.g. changing automotive fluids)	Close proximity to fresh water and water bodies, including but not limited, to streams, canals, rivers, ponds and lakes	Potential to discharge pollutants(s) of concern to impaired water(s)
Fertilizer, Pesticides, Herbicides	Follow SOPs as outlined in MCM 6 - Shouldering and Mowing, Mowing and Trimming, Chemical Application Pesticides, Herbicides, and Fertilizers	**N**	**N**	**Y**	**N**	**N**
Garbage	Follow proper trash disposal SOP as outlined in MCM 6 - Dumpsters/Garbage Storage, Detention Pond Cleaning	**N**	**N**	**N**	**N**	**N**
Pet Waste	Follow SOP as outlined in MCM 6 - Pet Waste	**N**	**N**	**N**	**N**	**N**
Parking Lot Maintenance (Salt, gravel, etc)	Follow SOPs as outlined in MCM 6 – Snow Removal and De-icing, Parking Lot Maintenance, Street Sweeping	**N**	**N**	**Y**	**N**	**N**

Public Works Shop and Yard

See Also Public Works SWPPP

Common Pollutant Source	Proposed Controls to Prevent Runoff	Pollutants Stored at the site	Improperly stored materials	Potential pollutant-generating activities performed outside (e.g. changing automotive fluids)	Close proximity to fresh water and water bodies, including but not limited, to streams, canals, rivers, ponds and lakes	Potential to discharge pollutants(s) of concern to impaired water(s)
Sediments, Pesticides & Herbicides	Follow SOPs as outlined in MCM 6 - Shouldering and Mowing, Mowing and Trimming, Chemical Application Pesticides, Herbicides, and Fertilizers	**Y**	**N**	**Y**	**N**	**N**
Trash, Debris, Solids	Follow proper trash disposal SOP as outlined in MCM 6 - Dumpsters/Garbage Storage	**Y**	**N**	**Y**	**N**	**N**
Oil & Grease	Follow SOP for on-site Oil-Water Separator as listed in Public Works SWPPP, and SOPs as outlined in MCM 6 – Chemical Handling & Transporting, Alternative Products/Use/Storage/Disposal	**Y**	**N**	**Y**	**N**	**N**
Paint	Follow SOPs as outlined in MCM 6 – Alternative Products Use/Storage/Disposal	**Y**	**N**	**N**	**N**	**N**

Fire Station

Common Pollutant Source	Proposed Controls to Prevent Runoff	Pollutants Stored at the site	Improperly stored materials	Potential pollutant-generating activities performed outside (e.g. changing automotive fluids)	Close proximity to fresh water and water bodies, including but not limited, to streams, canals, rivers, ponds and lakes	Potential to discharge pollutants(s) of concern to impaired water(s)
Fuel / Oil	Follow SOPs as outlined in MCM 6 - Vehicles, Spill Cleanup and Response	**N**	**N**	**Y**	**N**	**N**
Fire Fighting Foam	Follow SOP as outlined in MCM 6 – Firefighter Training Involving Foam Agents	**Y**	**N**	**Y**	**N**	**N**
Parking Lot Maintenance (Salt, gravel, etc)	Follow SOPs as outlined in MCM 6 – Snow Removal and De-icing, Parking Lot Maintenance, Street Sweeping,	**N**	**N**	**Y**	**N**	**N**

Family Activity Center

Common Pollutant Source	Proposed Controls to Prevent Runoff	Pollutants Stored at the site	Improperly stored materials	Potential pollutant-generating activities performed outside (e.g. changing automotive fluids)	Close proximity to fresh water and water bodies, including but not limited, to streams, canals, rivers, ponds and lakes	Potential to discharge pollutants(s) of concern to impaired water(s)
Fertilizer, Pesticides, Herbicides	Follow SOPs as outlined in MCM 6 - Shouldering and Mowing, Mowing and Trimming, Chemical Application Pesticides, Herbicides, and Fertilizers	**N**	**N**	**Y**	**N**	**N**
Garbage	Follow proper trash disposal SOP as outlined in MCM 6 - Dumpsters/Garbage Storage, Detention Pond Cleaning	**Y**	**N**	**N**	**N**	**N**
Pet Waste	Follow SOP as outlined in MCM 6 - Pet Waste	**N**	**N**	**N**	**N**	**N**
Parking Lot Maintenance (Salt, gravel, etc)	Follow SOPs as outlined in MCM 6 – Snow Removal and De-icing, Parking Lot Maintenance, Street Sweeping	**N**	**N**	**Y**	**N**	**N**

Well / Pump Houses

South Weber Drive Well House, HWY 89 Pump House, Church Street Pump House

Common Pollutant Source	Proposed Controls to Prevent Runoff	Pollutants Stored at the site	Improperly stored materials	Potential pollutant-generating activities performed outside (e.g. changing automotive fluids)	Close proximity to fresh water and water bodies, including but not limited, to streams, canals, rivers, ponds and lakes	Potential to discharge pollutants(s) of concern to impaired water(s)
Chlorine	Follow SOPs as outlined in MCM 6 - Chemical Handling & Transporting; Spill Cleanup and Response	**Y**	**N**	**N**	**N**	**N**

Good Housekeeping – City Operations
Required Inspections
Standard Operating Procedures

(4.2.6.5)

The following inspections shall be conducted at “high priority” City-owned or operated facilities and related storm water outfalls:

Monthly Visual Inspections

- Walk the perimeter of the facility
- Walk the inside of the perimeter
- Things to look for / inspect and document findings:
  - Verify the BMPs in place are functioning properly to eliminate pollutant discharges.
  - Are storage areas being cleaned?
  - Is there any oil or other chemicals sitting outside and not in their proper place?
  - Has a spill recently occurred?
  - Have any spills been cleaned up?
- Identify any deficiencies and corrective actions taken to fix each
  - Take photographs of deficiencies identified
  - Notify Public Works Department of corrective actions needs – via email and creation of work order in Iworq
  - Correct deficiencies and document completion on work order
  - Take photographs of corrective actions taken
  - Reinspection and documentation of completion through ComplianceGo
- Document inspection for each facility through ComplianceGo

Semi-Annual Comprehensive Inspections (Once Every 6 Months)

Inspections shall be performed twice per year at each “high-priority” facility and all storm water controls with specific attention being given to the following areas:

- Waste storage areas
- Dumpsters
- Vehicle and equipment maintenance / fueling areas
- Material handling areas
- Pollutant generating areas

- Review previous inspection report(s).
- Review SWPPP.
- Identify any deficiencies and corrective actions taken to fix each:
  - Take photographs of deficiencies identified
  - Notify Public Works Department of corrective actions needs – via email and creation of work order in Iworq
  - Correct deficiencies and document completion on work order
  - Take photographs of corrective actions taken
  - Reinspection and documentation of completion through ComplianceGo
- Document inspection for each facility through ComplianceGo

Annual Visual Observation of Storm Water Discharge

- Utilize the DEQ "Annual Visual Assessment of Storm Water Discharges" Inspection form and follow sample and data collection instructions provided thereon.
- Visually observe and document the storm water inlets / outlets.
- Inspection should include at a minimum:
    - Color
    - Smell
    - Sheen
    - Foaming
    - Turbidity
    - Vegetation growth
    - Is there soot or soil built up around the inlet or being discharged? If yes, trace back to source and correct to cease/prevent further discharge of soot or soil.
- Identify any deficiencies and corrective actions taken to fix each
    - Take photographs of deficiencies identified
    - Notify Public Works Department of corrective actions needs – via email or creation of work order in Iworq
    - Correct deficiencies and document completion on work order
    - Take photographs of corrective actions taken
    - Reinspection and documentation of completion through ComplianceGo
    - Document inspection for each facility through ComplianceGo
- Document inspection for each facility on the GIS Storm Water Management Map or ComplianceGo

UTAH DEPARTMENT of ENVIRONMENTAL QUALITY
WATER QUALITY

MS4 High-Priority Facilities
Annual Visual Assessment of Storm Water Discharges

Sample and Data Collection Instructions: Visual examinations shall be made of samples collected within the first 30 minutes (or as soon thereafter as practical, but not to exceed one hour) of when the runoff or snowmelt begins discharging. The examinations shall document observations of color, odor, clarity, floating solids, settled solids, suspended solids, foam, oil sheen, and other obvious indicators of storm water pollution. The examination must be conducted in a well-lit area. No analytical tests are required to be performed on the samples. All such samples shall be collected from the discharge resulting from a storm event that is greater than 0.1 inches in magnitude and that occurs at least 72 hours from the previously measurable (greater than 0.1 inch of rainfall) storm event. Where practicable, the same individual should carry out the collection and examination of discharges for the life of the permit.

Storm Event Information

Date of Storm Event:	
Duration of Storm Event (Hours):	
Rain Fall Measurement (Inches):	
Time elapsed Between Recorded & Previous Storm Event (Days):	
Estimated Total Volume of Discharge (include units):	

Visual Assessment Information

Date of Inspection:	
Time of Inspection:	
Inspector Name:	
Total Storm Water Discharge Points for this Facility:	
Name/Number Assigned to this Discharge Point:	
Probable Source of Observed Storm Water Contamination (if applicable):	

Color (Check One):

1. **Identification of Color:**

- ☐ Black
- ☐ Dark Grey
- ☐ Medium Grey
- ☐ Light Grey
- ☐ Dark Brown
- ☐ Chocolate Brown
- ☐ Medium Brown
- ☐ Light Brown
- ☐ Tan
- ☐ Yellow
- ☐ Green
- ☐ Other____________

2. **Intensity of Color:**

- ☐ Very Intense Prominent
- ☐ Moderately Perceptible
- ☐ Hardly Perceptible

Comments:____

____

Clarity (Check One):

- ☐ Totally Opaque
- ☐ Slightly Translucent
- ☐ Translucent
- ☐ Nearly Transparent
- ☐ Transparent

Odor (Check all that Apply):

- ☐ Diesel
- ☐ Gasoline
- ☐ Petroleum
- ☐ Solvent
- ☐ Musty
- ☐ Sewage
- ☐ Chlorine
- ☐ Rotten Egg
- ☐ Sulfur
- ☐ No Odor
- ☐ Noxious
- ☐ Other ________________

Comments: ____

____

Solids (Describe Below):

Floating Solids:____

____

Suspended and Settled Solids:____

____

Foam, Oil, Sheen, or other obvious indicators of pollution (Describe Below):

____
____
____
____
____
____
____

Other Comments (Describe Below):

____
____
____
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____
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____
____

Standard Operating Procedures for

Storm Water Pollution Prevention & Good Housekeeping City Operations (MCM 6)

2026

Table of Contents

Chip Seal

PURPOSE:

Protect storm water systems by implementing storm water controls for chip and seal processes to prevent pollutants from entering the storm drain system.

PROCEDURE:

1. Preparation:
    a. Clean and dry all areas where materials are to be applied.
    b. Apply temporary covers to manholes and catch basins, as needed, to prevent oil and materials from getting inside of them.

2. Process:
    a. Apply emulsion at industry recommended rate.
    b. Spread chips closely behind emulsion distributor, slowly such that the chips do not roll when they hit the surface.
    c. Roll chips to press into emulsion. Rollers follow closely behind the chip spreader. Roll entire surface at least 2 times.
    d. Maximum speed 5 mph.

3. Clean-up:
    a. All loose aggregate is removed from the roadway by sweeping it up - *see Street Sweeping SOP.*
    b. Excessive asphalt applications and spills are removed with shovels and scraping tools.
    c. Remove the temporary covers from manholes and catch basins. If it appears that any chip seal materials have entered the inlet boxes, remove the material according to the *Catch Basin Cleaning SOP*.
    d. Properly dispose of, or recycle, any waste material that has been swept and scraped up by taking it to the landfill, or other designated location.

Crack Seal

PURPOSE:

Protect storm water systems by implementing storm water controls for roadway crack and seal processes to prevent pollutants from entering the storm drain system.

PROCEDURE:

1. Preparation:
    a. Cover manholes, catch basins and valves, as needed, to prevent oil and materials from getting inside the structures or system.
    b. Remove weeds from the road.
    c. Air-blast the cracks to remove sediments from the crack to allow for proper adhesion.
    d. Ensure that surface is clean and dry.

2. Process:
    a. Ensure Proper temperature of material is maintained.
    b. Ensure material is applied to form the specified configuration.

3. Clean-up:
    a. Use shovels and/or scrapers to remove excessive sealant application or spills and dispose of them properly.
    b. Sweep all loose debris from the pavement and dispose of it in the local landfill.

Slurry Seal

PURPOSE:

Prevent pollution of storm water systems from slurry sealing activities.

PROCEDURE:

1. Preparation:
    a. Remove weeds from the roadway being worked on.
    b. Sweep areas where materials are to be applied.
    c. Allow drying if necessary.
    d. Verify that existing pavement has been inspected for detrimental effects of poor drainage.
    e. Cover/protect catch basins, manholes, and valves as needed.

2. Process:
    a. Ensure proper temperatures are maintained.
    b. Apply materials in a smooth and uniform manner.
    c. Slurry material should not run onto adjacent pavement surface, curb and gutter or waterway.

3. Clean-up:
    a. If loose aggregate is remaining in street or curb, sweep it up and recycle or dispose in landfill.
    b. Ensure that excess emulsion materials are removed from the site and stored for later use in an area or container that is not exposed to the weather.
    c. Remove covers/protection from catch basins, manholes and valves etc.

Overlays and Patching

PURPOSE:

Protect storm water systems by utilizing proper techniques and controls during roadway overlay and patching activities.

PROCEDURE:

1. Preparation:
    a. Check weather conditions and avoid working in rain or with any precipitation.
    b. Utilize appropriate traffic control for a road with necessary detours, etc.
    c. Measure and mark locations of manholes and valves on the curb.
    d. Manholes and catch basins are to be covered as needed to prevent oil and materials from getting inside the structures or system.
    e. Cracks should be properly sealed. Alligator cracks and potholes should be removed and patched. Rutting should be milled.
    f. Surface should be clean and dry before applying materials.
    g. Uniform tack coat is applied and cured prior to placement of overlay.
    h. If milling is required, install inlet protection as needed.

2. Process:
    a. Check hot asphalt mix for proper temperature, asphalt percentage, gradation, air voids and any other agency requirements.
    b. Raise manhole lids and valves to elevation of new asphalt surface with riser rings.
    c. Surface texture should be uniform with no tearing or scuffing.
    d. Rolling should be done to achieve proper in-place air void specification.

3. Clean-up:
    a. Protective Coverings should be removed as soon as the threat of imported materials entering the system is eliminated and prior to any storm event.
    b. After pavement has cooled, sweep gutters to remove loose aggregate.

New/Replacement Concrete Work

PURPOSE:

Protect storm water from concrete construction activities and resulting waste products.

PROCEDURE:

1. Preparation:
    a. Store dry and wet materials under cover, away from drainage areas.
    b. Remove any damaged concrete that may need to be replaced.
    c. Prepare and compact sub-base.
    d. Set forms and place any reinforcing steel that may be required.
    e. Determine how much new concrete will be needed.
    f. Locate or construct approved concrete washout facility.
    g. Protect downstream gutter drains (concrete cutting and grinding).

2. Process:
    a. Install inlet protection as needed.
    b. Avoid mixing excess amounts of fresh concrete on-site.
    c. Moisten sub-base just prior to placing new concrete. This helps keep the soil from wicking moisture out of the concrete into the ground.
    d. Place new concrete in forms.
    e. Consolidate new concrete.
    f. Screed off surface.
    g. Let concrete obtain its initial cure.
    h. Apply appropriate surface finish.
    i. Remove forms when concrete will not slump.
    j. Barricade and or block off fresh concrete until cured.

3. Clean-up:
    a. Perform washout of concrete trucks and equipment in designated concrete washout areas only.
    b. Do not washout concrete trucks or equipment into storm drains, open ditches, streets or Streams.
    c. Ensure that cement and concrete dust from grinding activities is swept up and removed from the site.
    d. Sweep dirt or debris from street and gutter and dispose of in appropriate solid waste facilities.

Curb/Pavement Markings

PURPOSE:

Protect storm water systems by implementing controls and procedures for proper storage, disposal, and of paint products and preparation materials.

PROCEDURE:

1. Preparation:
   a. Reference & be familiar with procedures in *Painting SOP*.
   b. Calculate the amount of paint required for the job & try to acquire only the necessary amounts to reasonably accomplish the task.
   c. Use water-based paints whenever possible.
   d. Determine whether the wastes will be hazardous or not and designate the proper disposal of said wastes.
   e. Determine locations of storm drain & sewer inlets that may need to be protected and put appropriate protections in place before beginning.
   f. Unless necessary, prepare surfaces to be painted by scraping to avoid creating wastewater.
   g. Thoroughly sweep up all paint scrapings and place them in appropriate solid waste containers.
   h. If paint stripping is needed, use a citrus-based paint remover whenever possible, as it is less toxic than chemical strippers.
   i. If wastewater will be generated, use curb, dykes, etc. around the activity to filter and collect the debris.

2. Process:
   a. Paint curb/pavement.
   b. Prevent over-spraying of paints and/or excessive sandblasting.
   c. Use drip pans and drop clothes in areas of mixing paints and painting.
   d. Store latex paint rollers and brushes in airtight bags to be reused later.
   e. Have available absorbent material and other BMP’s ready for an accidental paint spill.

3. Clean-up:
   a. Paint out brushes and rollers as much as possible on the project. Squeeze excess paint from brushes and rollers back into the containers prior to cleaning the brushes.
   b. Pour excess paint from trays and buckets back into the paint can containers and wipe with cloth or paper towels. Dispose of the clothes and towels according to the recommendations on the paint used.
   c. Rinse water-based paint brushes in the sink after pre-cleaning. Never pour excess paint or wastewater from cleanup of paint in the storm drain.
   d. For sprayer cleanup - use a five-gallon bucket of clean water to clean the paint sprayer until the water comes out clear. Direct the mixture of sprayed water/paint at a pile of waste material. After allowing the material dry, dispose of it in the landfill.

Painting

PURPOSE:

Protect storm water systems by properly storing, using, and disposing of paint and preparation materials.

PROCEDURE:

1. Always:
    a. Store waste paints, brushes, solvents, and rags in sealed containers.
    b. Perform abrasive blasting and spray painting in accordance with regulations.
    c. Properly clean, store, and dispose of paint and associated waste materials.
    d. Train employees on Best Management Practices concerning painting activities, cleanup, and disposal.

2. Whenever Possible:
    a. Replace solvent-based paint with less toxic paints such as latex or other water-based paints.
    b. Practice “source reduction” – by acquiring only the paint that is needed for the project.
    c. Use up, donate or recycle unused paint. Dispose of unusable paint at the HHW facility.
    d. Use drop cloths under any painting or preparation activity such as scraping or sandblasting.
    e. Use techniques such as brushing and rolling to avoid overspray.
    f. Use vacuum sanders to collect paint dust.
    g. Perform abrasive blasting and spray painting in an enclosed or covered area that is safe for personnel.
    h. If solvent is used to clean equipment, dispose of at the HHW facility.

3. Never:
    a. Never dispose of paint or waste paint products into the storm drain system, a water body, or onto the ground.
    b. Never dispose of paint or waste paint products into the garbage unless paint is dry, or there is no longer any paint in the can.
    c. Never clean paint brushes or equipment outside.

Shouldering and Mowing

PURPOSE:

Prevent pollution of storm water systems from shouldering and mowing activities.

PROCEDURE:

1. Preparation:
    a. Locate all storm drain collection structures and inlets in the right-of-way and protect as necessary and appropriate.
    b. Place import material as needed and perform grading to achieve proper drainage.
    c. Mulch mowing clippings to reduce the amount of supplemental fertilizer required.
    d. Install temporary catch basin protection as required.

2. Clean-up:
    a. Clean any loose material off asphalt or gutter to prevent material from entering the storm drain system.
    b. Transport to and dispose of materials at approved facility – Wasatch Integrated Waste Management, Layton.
    c. Wash equipment in approved wash station – Morty's Car Wash (7723 S 2700 E, South Weber)

Transporting Equipment

PURPOSE:

Prevent pollution of storm water systems by ensuring proper transporting methods are used for equipment.

PROCEDURE:

1. Preparation:
    a. Determine equipment needed for transport and method required equipment (trailer, truck bed) needed to transport equipment.
    b. Conduct pre-trip inspection of equipment and ensure:
        i. Any loose material has been removed
        ii. There are no leaking fluids, and all equipment is secure.
        iii. Dirt and debris that may fall from equipment is removed before transport.

2. Process:
    a. Carefully load and secure equipment on trailer or truck.
    b. Carefully load and secure any necessary fuel containers for equipment usage.

3. Clean-up:
    a. Carefully off-load equipment.
    b. Store equipment and trailers in proper, appropriate, and safe location.
    c. Conduct post-trip inspection of equipment.
    d. If equipment needs to be washed, conduct cleaning according to manufacturer's SOP, and only in an approved area with a sanitary sewer connection – Morty's Car Wash
    (7723 S 2700 E, South Weber)

Transporting Dry Excavated Materials & Spoils

PURPOSE:

Prevent pollution of storm water systems by ensuring proper transporting methods for dry excavated materials and spoils.

PROCEDURE:

1. Preparation:
    a. Utilize equipment that will ensure proper containment of materials.
    b. Determine appropriate and approved disposal site of excavated materials beforehand.
    c. Determine the path of travel to and from disposal site with emphasis on safety, traffic, and avoidance of hazards and potential storm system risks.

2. Process:
    a. Load the material.
    b. Check equipment after loading for possible spillage.
    c. Clean any material from the equipment that might fall off during transit.
    d. Transport in a manner to eliminate spillage & tracking.
    e. Utilize one consistent route for transporting material.

3. Clean-up:
    a. Clean loading/unloading area and any spillage.
    b. Clean transporting route.
    c. Wash off truck and other equipment in a designated vehicle wash area - Morty's Car Wash (7723 S 2700 E, South Weber)

Transporting Wet Excavated Materials & Spoils

PURPOSE:

Prevent pollution of storm water systems by utilizing proper transportation methods.

PROCEDURE:

1. Preparation:
   a. Utilize equipment that will appropriately contain the material being transported.
   b. Determine appropriate and approved disposal site of excavated materials beforehand.
   c. Determine the path of travel to and from disposal site with emphasis on safety, traffic, and avoidance of hazards and potential storm system risks.

2. Process:
   a. Load and transport in manner to minimize spillage & tracking of material.
   b. Check truck for spillage.
   c. Utilize a consistent route of transport.

3. Clean-up:
   a. Check route of transport and provide cleaning of any spilled material.
   b. Wash out equipment truck and other equipment in designated vehicle wash area - Morty's Car Wash (7723 S 2700 E, South Weber).

Transporting Soil and Gravel

PURPOSE:

Prevent pollution of storm water systems by utilizing proper transportation methods for soil and gravel materials.

PROCEDURE:

1. Preparation:
    a. If possible, dry out materials with significant moisture before transporting.
    b. Spray down dusty materials to minimize dust blowing.
    c. Make sure you know and understand the SWPPP requirements of the site where work will be performed.
    d. Determine the location where the truck and other equipment will be cleaned afterwards.
    e. Check vehicle tailgate to make sure it seals and latches properly.

2. Process:
    a. Use a stabilized construction entrance to access or leave the site where materials are being transported to/from.
    b. Cover truck bed and any trailers with a secured tarp before transporting.
    c. Follow the SWPPP requirements for the specific site to/from which the materials are being hauled.
    d. DO NOT overfill materials when loading equipment.

3. Clean-up:
    a. Use sweeper to clean up any materials tracked out on the roads from the site.
    b. Wash out truck and other equipment when needed in properly designated vehicle wash areas only - Morty's Car Wash (7723 S 2700 E, South Weber).

Catch Basin Cleaning

Catch Basin Cleaning is performed by an outside independent Contractor who specializes in street sweeping. This contract is publicly bid, and terms and conditions are established by an Agreement between the City and selected Contractor.

PURPOSE:

Protect storm water systems by maintaining the ability of catch basins to trap sediments, organic matter and litter. This reduces clogging in the storm drain system as well as the transport of sediments and pollutants into receiving water bodies. The City currently contracts with an outside

FREQUENCY: 20% of basins are cleaned annually in July/August, with all basins being cleaned every five years. The grates on each catch basin are inspected and cleaned before, during, and after rain/snow events (as needed).

PRIORITIZATION OF BASINS / CLEANING SCHEDULE: Cleaning and maintenance are based on the following factors: water quality concerns, most recent assessment of receiving water, amount and type of material that accumulates in an area, and other location specific factors.

PRIORITY SITES:
- Regional Detention Basins (Easton Village, Veteran's Memorial,

PROCEDURE:

1. Preparation:
    a. Always inspect catch basins for structural integrity and evidence of illicit discharges. If gross contamination is present (sewage or oil) stop inspection/cleaning and report to supervisor for follow-up with appropriate state and local agencies.
    b. Remove accumulated trash and sediment from the grate.
    c. Conduct visual inspection on outside of grate.
    d. Look for items that might need to be replaced.
    e. Conduct inside visual inspection to verify what needs to be cleaned.

2. Process:
    a. Contact facilities manager if drain appears to be clogged or in need of service. Facilities manager will give direction to follow the procedures below or arrange with Public Works to service the system.
    b. Clean using a high-powered vacuum truck, vacuuming standing water and sediment.
    c. Use a high-pressure washer to break up any remaining material in the catch basin, while capturing the slurry with the vacuum. Sweep parking areas, as needed, or as directed.
    d. After catch basin is clean, clean out any sediment that might have entered the pipe.
    e. Systematically clean catch basins per maintenance plan.
    f. If cleaning by hand (shovel etc.), stockpile and cover catch basin residuals on an impermeable surface until it can be properly disposed.
    g. Dispose solids in a sealed waste container that will be transferred to a permitted, lined solid waste landfill or other solid waste treatment facility (e.g. Wasatch Integrated Waste

Management in Layton). Fluids collected during catch basin cleaning shall be discharged to the sanitary sewer.

3. Clean-up:
   a. When the vacuum truck is full of sediment, it will be taken to the designated location to dump all sediment out of the truck and into a drying bed.
      i. Designated location shall be as directed by Public Works as either Public Works Shop decant facility OR transported to landfill.
   b. Wash down area before leaving the designated dump location.

4. Documentation:
   a. Keep records including all catch basins, cleaning schedule, cleaning date, issues found and resolution, etc.
   b. Contractor shall submit records after each cleaning verifying proper disposal of materials in accordance with this SOP.
   c. Record the amount of waste collected and number of catch basins cleaned and the area in which they were cleaned.

Creek Management

PURPOSE:

Protect storm water systems and creeks from sediment and pollution resulting from creek maintenance activities.

PROCEDURE:

1. Preparation:
    a. Check creek channels prior to spring runoff and identify potential problem areas.
    b. Monitor creeks and streams on a regular basis for potential issues including authorized and unauthorized maintenance activities.
    c. Check culverts and crossings before spring runoff and after every storm, and clear/clean as necessary.
    d. Identify areas requiring maintenance.
    e. Determine manpower or equipment needed to perform maintenance.
    f. Identify access and easements to areas requiring maintenance.
    g. Determine method of maintenance that will be least damaging to the channel.
    h. Obtain Stream Alteration Permit if needed.
    i. Employ best management practices (e.g. check dams, waddles, gravel socks, silt fences, etc.) as required to prevent sediments and/or organic material, from releasing further downstream.
    j. Properly remove and dispose of material collected when maintenance activities are completed.

2. Process:
    a. Remove all debris as necessary from channels and culverts & deliver to landfill.
    Notify City Engineer.

3. Clean-up:
    a. Stabilize all disturbed soils.
    b. Remove any tracking from paved surfaces.

4. Documentation:
    a. Keep log of actions performed.
    b. Record total amount of materials removed.

Detention Pond Cleaning

PURPOSE:

Protect storm water systems by removing trash and debris from detention ponds.

FREQUENCY: 20% of basins are cleaned annually in July/August, with priority sites cleaned inspected and if needed cleaned first, with all basins being cleaned every five years. The grates on each catch basin are inspected and cleaned before, during, and after rain/snow events (as needed).

PRIORITIZATION OF BASINS / CLEANING SCHEDULE: Cleaning and maintenance are based on the following factors: water quality concerns, most recent assessment of receiving water, amount and type of material that accumulates in an area, and other location specific factors.

Priority Sites:
- Veteran's Memorial Park
- Nathan Loock Park
- Canyon Drive / I-84
- Old Maple Farms Detention
- All remaining sites cleaned on a rotating basis at the frequency identified above

PROCEDURE:

1. Preparation:
   a. Schedule the pond cleaning work for a time when dry weather is expected.
   b. Remove any sediment and trash from grates, placing it in a truck for disposal.
   c. Conduct a visual inspection to make sure any grates, structures, manholes, boxes, and pipes are in good working order.
   d. Remove manhole covers and grates as necessary for inspecting.

2. Process:
   a. Provide outlet protection where feasible to minimize the amount of debris that might leave the basin during cleaning process.
   b. Clean basin by using backhoe or front-end loader to remove debris and sediment from the bottom of the pond.
   c. Continue cleaning structures and pond bottom as necessary by sweeping and shoveling.
   d. Put all material removed from the pond into a dump truck.
   e. Some structures may require use of a vactor truck. If so, use the same procedures described for cleaning catch basins.

3. Clean-up:
   a. After cleaning basins, clean off the concrete pads using dry methods (sweeping and shoveling).
   b. Make sure areas are swept and left clean.
   c. Take the material that was removed to the landfill, Wasatch Integrated Waste - Layton, for final disposal.

4. Documentation:
    a. Keep a log of all detention basin/pond cleanings including date(s), individuals performing cleaning, etc.
    b. Record the amount of type of debris or waste removed.
    c. Keep any notes or comments of any problems.

Mowing and Trimming

PURPOSE:

Protect storm water systems by properly sweeping, cleaning, and disposing of grass clippings.

PROCEDURE:

1. Preparation:
    a. Review the overall process with all employees regularly.
    b. Check the oil and fuel levels of the mowers and other equipment; fill if needed.

2. Process:
    a. Protect catch basins where applicable.
    b. Use eye and hearing protection.
    c. Mow and trim the lawn.
    d. Sweep or blow clippings onto to grass areas.
    e. Remove inlet protection.

3. Clean-up:
    a. Mowers are to be scraped and brushed at the shop – dry spoils are dry swept and disposed of.
    b. Wash equipment in approved wash station - Morty's Car Wash (7723 S 2700 E, South Weber).

Ditch Management

PURPOSE:

Protect storm water systems by removing trash and debris from ditches and canals.

PROCEDURE:

1. Preparation:
    a. Monitor ditches and canals on a regular basis checking for issues.
    b. Maintain access to ditch channels wherever possible.
    c. Contact affected property owners, utility owners, and irrigation companies.

2. Process:
    a. Identify areas requiring maintenance and determine responsible party/agency.
    b. Determine what manpower or equipment will be required.
    c. Identify access and easements to area requiring maintenance.
    d. Determine method of maintenance that will be least damaging to the channel and adjacent properties or utilities, utilizing manpower or equipment as necessary.
    e. Provide outlet protection where feasible to minimize the amount of debris that might leave ditch or canal during cleaning process.

3. Clean-up:
    a. Stabilize all disturbed soils.
    b. Remove all tracking from paved surfaces near maintenance site, if applicable.
    c. Haul all debris or sediment removed from area to approved dumping site – Wasatch Integrated Waste - Layton.

Street Sweeping

Street Sweeping is performed by an outside independent Contractor who specializes in street sweeping. This contract is publicly bid, and terms and conditions are established by an Agreement between the City and selected Contractor.

PURPOSE: Prevent pollution of storm water systems by establishing effective street sweeping procedures.

FREQUENCY:

- All City-owned streets and parking lots shall be swept at least once every four months (May, August, November), more frequently as appropriate.
- Priority Areas: Each priority area identified is swept at least once every four months (May, August, November), more frequently as appropriate.
- Exact dates to be determined by Public Works Director.

PRIORITY AREAS *(based on water quality concerns, most recent assessment the receiving water, the amount and type of material that typically accumulates in an area, or other location-specific factors).*

- 1900 East – high-traffic road
- 2100 East – high-traffic road
- 475 East – high-traffic road
- 2700 East – high traffic road
- Family Activity Center Parking Lot – accumulation of material

PROCEDURE:

1. Preparation:
    a. Prioritize cleaning routes with the highest frequency usage and in areas with the highest potential pollutant loading (See Storm Water GIS Map, Priority Areas listed above).
    b. Restrict street parking prior to and during sweeping using regulations as necessary.
    c. Increase sweeping frequency immediately prior to the rainy season, unless sweeping occurs continuously throughout the year.
    d. Perform preventative maintenance and services on sweepers to increase and maintain their efficiency.
    e. Streets are to be swept as needed or specified by the Permittee. Street maps will be used to ensure all streets are swept at a specified interval.

2. Process:
    a. Drive street sweeper safely and pick up debris from streets, curbs, gutters, etc.
    b. When full, take the sweeper to an approved street sweeper cleaning station either at the Contractor's location or County landfill.
    c. Clean Sweeper hopper out and inspect after each time it is dumped.

3. Clean-up:
    a. Street sweepers are to be cleaned in a manner that does not allow debris or contaminants to enter the storm drain system or infiltrate groundwater.
    b. Street sweeping cleaning stations will separate the solids from the liquids.
    c. Once solids have dried, haul them to the local landfill.
    d. Decant water is disposed of outside of the City, as determined by the Contractor.

   e. Haul all dumped material to the landfill.
      i. Materials may not be hauled at the "old" City Public Works Shops and shall be taken directly to landfill.
      ii. Materials may be stored for dry-out at the City's "new" Public Works Shops at the designated decant facility.

4. Inspection:
   a. City to inspect all locations swept to ensure proper and complete cleaning of locations.
   b. If required, Contractor shall re-sweep areas not completely cleared of debris.

5. Documentation:
   a. Keep accurate logs to track streets swept and streets still requiring sweeping.
   b. Log the amount of debris collected and hauled off.
   c. Analyze logs and adjust schedule for efficiency as needed.
   d. Contractor shall submit records verifying cleaning and proper disposal of materials in accordance with this SOP.

Dumpsters/Garbage Storage

PURPOSE:

Prevent pollution of storm water systems from improper handling of garbage and maintenance of dumpsters.

PROCEDURE:

1. Preparation:
    a. Regularly train employees on proper trash disposal.
    b. Locate dumpsters and trash cans in convenient, easily observable areas.
    c. Provide properly labeled recycling bins to reduce the amount of garbage disposed.
    d. Where feasible, install berms, curbing, or vegetation strips around storage areas to control water from entering and leaving storage areas.
    e. Where possible, store containers beneath a covered structure or inside to prevent contact with storm water.

2. Process:
    a. Inspect garbage bins for leaks regularly, and have repairs made immediately by responsible party.
    b. Request/use dumpsters, and trash cans with lids and without drain holes.
    c. Locate dumpsters on a flat, hard surface that does not slope or drain directly into the storm drain system.

3. Clean-up:
    a. Keep areas around dumpsters clean of all garbage.
    b. Ensure garbage bins emptied regularly to keep from overfilling.
    c. Wash interior of bins or dumpsters, as needed, in properly designated areas - Morty's Car Wash (7723 S 2700 E, South Weber).

Parking Lot Maintenance

PURPOSE:

Prevent pollution of storm water run-off from parking lots.

PROCEDURE:

1. Preparation:
    a. Conduct regular employee training to reinforce proper housekeeping.
    b. Restrict parking in areas to be swept prior to and during sweeping.
    c. Perform regular maintenance and services in accordance with the recommended vehicle maintenance schedule on sweepers to increase and maintain efficiency.

2. Process:
    a. Sweep parking areas, as needed, or as directed.
    b. Hand sweep sections of gutter if soil and debris accumulate.
    c. Pick-up litter as required to keep parking areas clean and orderly.

3. Clean-up:
    a. Dispose of sweepings properly (designated solid waste facility).
    b. Street sweepers to be cleaned out in a manner as instructed by the manufacturer and in a location that swept materials cannot be introduced into the storm drain.
    c. Swept materials will not be stored in locations where storm water could transport debris or contaminants into the storm drain system or infiltrate groundwater.
    d. Haul all materials / waste to landfill.

4. Documentation:
    a. Retain work orders to track swept parking areas and approximate quantities.
    b. Log training activities along with regular required safety training.

Chemical Application Pesticides, Herbicides, & Fertilizers

PURPOSE:

Protect storm water systems by properly applying pesticides, herbicides, & fertilizers.

PROCEDURE:

1. Preparation:
    a. Verify necessary Chemical Handling Certification is complete and up-to-date before handling any chemicals.
    b. Make sure all pesticide application is conducted or supervised by personnel certified by Utah Department of Agriculture.
    c. Review records of previous fertilizing and pesticide application to determine proper schedule and avoid duplication.
    d. Calibrate fertilizer and pesticide application equipment to avoid excessive application.
    e. Use pesticides only if there is an actual pest problem.
    f. Time and apply the application of fertilizers, herbicides or pesticides according to the manufacturer's recommendation for best results ("Read the Label").
    g. Know the weather conditions. Do not use pesticides if rain is expected within a 24-hour period. Apply pesticides only when wind speeds are less than 5 mph.

2. Process:
    a. Follow the manufacturer's recommendations for mixing, applying, and disposing of pesticides ("Read the Label").
    b. Do not mix or prepare pesticides for application near storm drains, preferably mix inside a protected area with impervious secondary containment (preferably indoors) so that spills or leaks will not contact soils.
    c. Employ techniques to minimize off-target application (e.g. spray drift, over broadcasting) of pesticides and fertilizers.
    d. Whenever possible spot treat affected areas only instead of entire location.
    e. Choose the least toxic pesticides and lowest dosages that still achieve needed results.
    f. Never apply controlled pesticides unless certified to do so.
    g. Never apply pesticides immediately before a heavy rainfall.

3. Clean-up:
    a. Clean up any spilled chemicals - see *Spill Cleanup and Response SOP and Petroleum and Chemical Disposal SOP.*
    b. Sweep or blow pavements or sidewalks where fertilizers or other solid chemicals have fallen, back onto grassy areas before applying irrigation water.
    c. Rinse equipment only when necessary. Triple rinse pesticide/herbicide containers and use rinse water as product to apply. Dispose of unused pesticide as hazardous waste.
    d. Always follow all federal and state regulations governing use, storage and disposal of fertilizers, herbicides or pesticides and their containers ("Read the Label").
    e. Never discharge rinse water or excess chemicals to storm drain, sewer or ground surface.

4. Documentation:
    a. Retain copies of SDS sheets for all pesticides, fertilizers and other hazardous products.
    b. Record fertilizing and pesticide application activities, including date, individual who performed the application, the amount of product used and the approximate area covered.

Storage and Disposal of Fertilizer and Pesticides

PURPOSE:

Protect storm water systems by properly storing and disposing of fertilizers and pesticides (herbicides and fungicides).

PROCEDURE:

1. Always:
    a. Store fertilizers and pesticides in high, dry locations, according to manufacturer's specifications and applicable regulations.
    b. Clearly label secondary containers.
    c. Properly dispose of fertilizers and pesticides according to manufacturer's specifications and applicable regulations.
    d. Regularly inspect fertilizer and pesticide storage areas for leaks and spills.
    e. Clean up spills and leaks of fertilizers and pesticides to prevent the chemicals from reaching the storm drain system – see *Spill Cleanup and Response SOP.*

2. Whenever Possible:
    a. Store pesticides in enclosed areas or in covered impervious containment, preferably in a locked cabinet or storage area.
    b. Order fertilizers and pesticides for delivery as close to time of use as possible to reduce storage time at facilities.
    c. Order only the amount needed to minimize excess or obsolete materials requiring storage and disposal.
    d. Use ALL fertilizers and pesticides appropriately to minimize the amount of chemicals requiring disposal.
    e. Conduct annual review of storage areas and dispose of old, unusable or "obsolete" fertilizers or pesticides in accordance with applicable regulations.

3. Never:
    a. Dispose of fertilizers or pesticides in storm drains.
    b. Leave unlabeled or unstable chemicals in any storage area.

Alternative Products Use/Storage/Disposal

PURPOSE:

Protect storm water systems by using alternative products, when possible, that are environmentally friendly.

PROCEDURE:

1. Ask product suppliers, peers, and/or regulatory agents if there is a more environmentally friendly alternative, before ordering any environmentally non-friendly product.
2. Use Alternative products whenever possible and appropriate:
    a. Instead of solvent-based parts cleaners use citrus–based cleaners or steam/pressure wash oil/water separator/holding tank.
    b. Instead of herbicides use bark mulch.
    c. Instead of fertilizer use compost or manure.
    d. Instead of pesticides plant marigolds, onion, or garlic as deterrents; release or attract beneficial insects.
    e. Instead of synthetic adsorbents, use corncob or cellulose products for petroleum spills that can be burned for energy recovery.
3. Train employees on the benefits of using alternative products.
4. Minimize waste by purchasing recyclable products that have minimal packaging.
5. Use less harmful de-icers such as calcium magnesium acetate, potassium acetate, or organic de-icers.
6. Use a "pre-mix" of 4 to 1 sodium chloride and calcium chloride, which is the most cost-effective alternative to straight salt.
7. Substitute synthetic fertilizers with natural compost and organic fertilizers to improve soil pH, texture and fertility, and cause less leaching to groundwater. Use no-phosphorus lawn fertilizer.
8. Reduce or eliminate mown lawn in areas that are not actively used. Consider converting unused turf to meadow or forest.
9. Use slow-release nitrogen fertilizers.

Chemical Handling and Transporting

PURPOSE:

Prevent the discharge of pollutants into storm water systems from buildings and grounds maintenance activities through proper chemical handling and application.

PROCEDURE:

1. Preparation:
   a. Make sure your state Chemical Handling Certification (i.e. Hazwoper) is complete and up-to-date before handling any chemicals.
   b. Supervisors ensure that employees handling and transporting chemicals are trained on the proper procedures.
   c. Ensure there is a spill kit onsite for containment and prevention of pollutants from discharging into storm water systems.
   d. Have PPE available and wear PPE prior to handling chemicals as necessary or as required.
   e. Understand and follow specific SDS for handling of chemicals and other hazardous products.

2. Process:
   a. Wear proper PPE for chemical being used, transported or handled.
   b. Begin transfer or handling process.
   c. Stop process if spills occur – see *Spill Cleanup and Response SOP*.
   d. Disconnect and store handling equipment as required.

3. Clean-up:
   a. Clean up any spills with proper material.
   b. Dispose of contaminated material at appropriate facility.

4. Documentation:
   a. Report spills to State or Local Health Department, as required.

Spill Cleanup and Response

PURPOSE:

Protect storm water systems by implementing proper spill cleanup procedures, state reporting requirements, and preventative actions and regularly educating employees on these procedures.

PROCEDURE:

1. **Immediate Actions (Always Required)**

    a. **Stop the Source**: Immediately stop the source of the spill if it can be done safely (e.g., shut off valves, upright containers, stop equipment).
        i. **If it is not safe to respond, immediately evacuate and call 911**.

    b. **Contain the Spill**: Use berms, booms, absorbent socks, or other barriers to prevent the spill from spreading.

    c. **Protect Storm Drains and Water Bodies**:
        i. Immediately cover or block nearby storm drains.
        ii. Deploy containment booms if the spill could reach a ditch, canal, or surface water.

    d. **Determine the Type of Material Spilled:**
        i. **Petroleum Spills** include, but are not limited to, gasoline, diesel, fuel oils, lubricating oils, hydraulic oils, and asphaltic products.
            1. Any spill that reaches or threatens storm drains, surface water, or groundwater **must be reported immediately (see Step 2)**.
            2. Report spills that:
                - Cannot be fully contained,
                - Cannot be completely cleaned up promptly,
                - Result in visible soil or water contamination,
                - Occur during precipitation or may be mobilized by storm water.
            3. **When in doubt, report the spill.**

        ii. **Hazardous Materials Spills** includes non-petroleum chemical spills that pose a threat to human health or the environment.
            1. Immediately notify the **Fire Department** and the **Davis County Health Department**.
            2. Follow Safety Data Sheet (SDS) instructions.
            3. Evacuate the area if necessary for safety.

    e. **Absorb the Spill**:
        i. Apply absorbent materials such as oil absorbent pads, granules, kitty litter, or sawdust.
        ii. Do **not** use water or straw.

    f. **Collect and Dispose**:
        i. Collect used absorbents and contaminated materials.

ii. Dispose of waste in accordance with the Petroleum and Chemical Disposal SOP and applicable regulations.

2. Notification and Reporting

a. Notify Public Work Director of spill.
b. Public Works Director will notify the Utah DEQ Division of Water Quality of the spill and coordinate with DEQ. Spills that impact or threaten waters of the State must be reported to the Utah DEQ Division of Water Quality (DWQ) as soon as knowledge of the spill exists.
c. Notify Davis County Health Department, Environmental Health Division.
d. Notify property owner (where applicable).

3. Prohibited Practices (Never)

- Never wash spills into storm drains, ditches, canals, or surface waters.
- Never leave a spill uncleaned or unreported.
- Never allow spilled materials to remain exposed to rainfall or snowmelt.
- Never dispose of contaminated absorbents in regular trash unless approved by applicable disposal procedures.

4. Clean Up the Spill

a. **General**
   i. Spill cleanup shall begin immediately after the source has been stopped and the spill has been contained.
   ii. All cleanup activities shall prioritize preventing pollutants from entering storm drains, ditches, canals, or waters of the State.
   iii. Cleanup shall be conducted using dry methods only unless otherwise approved by Environmental Health.

b. **Cleanup of Petroleum Spills**
   i. Apply absorbent materials (pads, socks, granules, or equivalent) to fully absorb free liquids.
   ii. Allow sufficient contact time for absorbents to absorb liquids completely.
   iii. Collect saturated absorbents using non-sparking tools where applicable.
   iv. Remove visibly contaminated soil, gravel, or debris if petroleum has migrated beyond the surface.
   v. Place all contaminated materials in labeled, compatible containers for proper disposal.
   vi. Inspect the affected area to confirm no visible sheen, staining, or residue remains.

c. **Cleanup of Hazardous Materials**
   i. Follow all Safety Data Sheet (SDS) instructions for cleanup and personal protective equipment (PPE).
   ii. Do not attempt cleanup if the material presents an inhalation, fire, or explosion hazard.
   iii. Isolate the area and wait for trained emergency responders if required.

iv. Collect cleanup waste and dispose of it in accordance with hazardous waste regulations.

5. Final Inspection and Restoration

a. Inspect the cleanup area to ensure all spilled material and contaminated media have been removed.
b. Verify storm drains and nearby conveyances are free of contamination.
c. Replace used spill response supplies immediately.
d. Repair or remove leaking equipment before returning it to service.

6. Documentation

a. Document the spill cause, material type, estimated quantity, cleanup actions, and disposal method on the **Spill / Illicit Discharge Tracking & Inspection Sheet.**
b. Maintain records in accordance with UPDES permit.

7. Spill Prevention Measures

a. Maintain a **Spill Prevention, Control, and Countermeasure (SPCC) Plan** when petroleum storage exceeds 1,320 gallons above ground.
b. Provide **secondary containment** for petroleum and chemical storage containers.
c. Maintain **spill kits** in all areas where petroleum or hazardous materials are stored or used.
d. Use **drip pans or absorbent mats** under leaking equipment or vehicles until repairs are completed.
e. Store materials indoors or under cover when possible.
f. Conduct routine inspections of storage and transfer areas.
g. Seal concrete floors and paved surfaces to reduce absorption.
h. Install leak detection, alarms, or automatic shut-off systems on hydraulic or fuel-powered equipment.
i. Minimize outdoor storage and exposure to storm water.

Petroleum and Chemical Disposal

PURPOSE:

Protect storm water systems from petroleum and chemical products improper disposal practices.

PROCEDURE:

1. Always:
    a. Maintain tracking and a manifest, where necessary, of chemicals and petroleum products being disposed or recycled off-site.
    b. Transport used petroleum and chemical products using a licensed transporter.
    c. Maintain appropriate records of all transports.
    d. Regularly train employees on proper disposal practices.
    e. Analyze floor drain solids (from sediment trap) for TCLP to determine if they contain hazardous waste or not.

2. Whenever Possible:
    a. Minimize the number of solvents used, reducing the variety of waste generated and to make recycling easier.
    b. Use safer alternatives when possible - see *Alternative Products/Use/Storage/Disposal SOP*.

3. Never:
    a. Never place hazardous waste in solid waste dumpsters.
    b. Never pour hazardous waste down floor drains, sinks, or outdoor storm drain inlets.
    c. Never mix petroleum waste and chemical waste.
    d. Never dispose of any gasoline-contaminated waste in the regular trash. Dispose of it only as a hazardous waste.
    e. Never mix incompatible chemicals such as acids and bases.

Garbage Storage/Scrap Metal Containers/Trash Piles

PURPOSE:

Protect storm water systems by properly inspecting, maintaining, and cleaning garbage collection areas.

PROCEDURE:

1. Preparation:
    a. Place dumpsters and trash cans (with lids) in convenient, easily observable areas.
    b. Place scrap metal bin under a covered area if there is no lid or tarp to provide cover.
    c. Provide properly labeled recycling bins to reduce the amount of garbage disposed.
    d. Provide regular training to employees to prevent improper disposal of general trash.
    e. Control run-off of sediments and debris from trash storage areas.
    f. Provide silt traps or oil water separators at run off entry points into the storm drain system.

2. Process:
    a. Regularly inspect garbage bins for leaks and have repairs performed immediately by responsible parties.
    b. Place dumpsters on a flat, impervious surface that does not slope or drain directly into the storm drain system.
    c. Control run-off leaving storage areas.
    d. Keep container lids closed when not actively filling.

3. Clean-up:
    a. Keep areas around dumpsters and garbage bins clean of all garbage.
    b. Ensure garbage bins are emptied as often as needed to reduce spillage from overfilling.
    c. Wash out interior of bins or dumpsters, as needed, in properly designated areas only.

Open Space Management

PURPOSE:

Protect storm water systems by ensuring open space areas are kept free of trash and debris, and that storm water controls are properly maintained.

PROCEDURE:

1. Preparation:
    a. Provide regular observation and maintenance of parks, golf courses, and other public open spaces.
    b. Identify public open spaces that are used for storm water detention and verify that detention areas are included on the storm water system mapping, inspection schedules, and maintenance schedules.

2. Process:
    a. Ensure that any storm water or drainage system components on the property are properly maintained.
    b. Avoid placing bark mulch (or other floatable landscaping materials) in storm water detention areas or other areas where storm water runoff can carry the mulch into the storm drainage system.
    c. Follow all SOPs related to mowing, planting vegetation, and pet waste management, etc.

3. Clean-up:
    a. Keep all outdoor work areas neat and tidy.
    b. Clean by sweeping instead of washing whenever possible.
    c. If areas must be washed, ensure that wash water will enter a landscaped area rather than the storm water system.
    d. Do not use soap for outdoor washing.
    e. Pick up trash on a regular basis.

Pet Waste

PURPOSE:

Protect storm water systems from pet waste bacteria.

PROCEDURE:

1. Preparation:
    a. Enforce Permittee regulations that require pet owners to clean up pet waste and use leashes in public areas.
    b. If public off-leash areas are designated, ensure they are clearly defined.
    c. Avoid designating public off-leash areas near streams and water bodies.
    d. Whenever practical and cost effective, install dispensers for pet waste bags and provide disposal containers at locations such as trail heads or parks where pet waste has been a problem.
    e. Provide signs with instructions for proper cleanup and disposal.

2. Process:
    a. Check parks and trails for pet waste as needed.
    b. Check public open space for pet waste prior to mowing.
    c. Provide ordinance enforcement as needed.
    d. Restock pet waste bags in public dispensers.

3. Clean-up:
    a. Remove all pet waste
    b. Provide temporary storage in a covered waste container
    c. Dispose of properly - preferred method of disposal is at a solid waste disposal facility.

4. Documentation:
    a. Document problem areas for possible increased enforcement and/or public education signs.
    b. Regularly review documentation and analyze effectiveness of procedures.

Snow Removal and De-Icing

PURPOSE:

Prevent pollution of storm water systems from all snow removal and de-icing activities.

PROCEDURE:

1. Preparation:
    a. Store de-icing material under a covered storage area, or other approved storage method that prevents runoff from entering the storm drain – see *Salt and Sand/Aggregate Storage SOP.*
    b. Wash out vehicles, when necessary, in approved washout area within Public Works Shop, Bay 3 (drain connects to sewer) before preparing them for snow removal.
    c. Calibrate spreaders to minimize amount of de-icing material used to still be effective.
    d. Equip vehicles with spill cleanup kits in case of hydraulic line rupture or other spills.
    e. Regularly train employees in spill cleanup procedures and proper handling and storage of de-icing materials – see *Spill Cleanup and Response SOP.*

2. Process:
    a. Carefully load material into trucks to minimize spillage.
    b. Periodically, as needed, dry sweep loading area to reduce the amount of de-icing materials exposed to runoff.
    c. Distribute the minimum amount of de-icing material to be effective on roads.
    d. Turn spreader off while loading and any other time the vehicle is not moving in the forward position.
    e. Park trucks loaded with de-icing material inside when possible.

3. Clean-up:
    a. Sweep up all spilled de-icing material around loading area.
    b. Clean out trucks after snow removal duty, only when necessary, in approved washout areas only – Bay 3 of Public Works Shops.
    c. Provide maintenance for vehicles in covered area.

4. Documentation:
    a. Log date and time of snow removal and de-icing.
    b. Log location of snow removal.
    c. Log amount of de-icing materials used.

Snow Disposal

PURPOSE:

Protect storm water systems by minimizing the impact of snow piles which may contain sand, salt, and trash, and which generate concentrated releases of pollutants during spring snowmelt conditions.

PROCEDURE:

1. Always:
   a. Identify sensitive ecosystems prior to disposal and avoid disposal in these areas.
   b. Store snow at least 25 feet from the high-water mark of a surface water.
   c. Store snow at least 75 feet from any private water supply, at least 200 feet from any community water supply, and at least 400 feet from any municipal wells.
   d. Clear debris in storage area each year prior to snow storage use.
   e. Clear debris in storage area immediately after snowmelt occurs of each year the storage area is in use.

2. Whenever Possible:
   a. Select storage locations that do not drain into surface waters, but rather where environmental impacts of spring melt are minimal.
   b. Store snow on areas that are well above groundwater table on a flat, vegetated slope.
   c. Avoid disposal on pavement, concrete, and other impervious surfaces.
   d. Do not pile snow in wooded areas, around trees or in vegetative buffers.
   e. Divert water run-off from areas outside the snow piles.

3. Never:
   a. Never dispose of snow in wetlands, lakes, streams, rivers, mudflats, or near drinking water sources.
   b. Never store snow in Drinking Water Source Protection Zones.

Planting Vegetation – Starters

PURPOSE:

Prevent pollution of storm water systems when planting vegetation.

PROCEDURE:

1. Preparation:
    a. Call the Blue Stakes Center (http://www.bluestakes.org)/of Utah at 811 or 1-800- 662-4111 at least 2 working days before any digging will be done, to reveal the location of any underground utilities.
    b. Leftover spoils will be taken to be stored on designated cement pad at Public Works Shop.

2. Process:
    a. Dig holes; place spoils on tarps or plastic near the hole where they may easily be placed back around roots. Avoid placing spoils in the gutter.
    b. Bring each plant near the edge of the hole.
    c. Check the depth of the hole and adjust the depth if necessary. The depth of the hole for a tree should be 2" less than the root flare to the bottom of the root ball, so that the root flare is 2" above the finish grade.
    d. Carefully remove pot or burlap.
    e. Place the plant in the hole.
    f. Backfill the hole with existing spoils, compost, and a little fertilizer if desired. Do not use excessive amendments.
    g. Thoroughly water the plant to remove any air pockets that may be in the soil.
    h. Stake & secure the plant, if necessary, to stabilize it.
    i. Provide erosion control on slopes where necessary using tackifiers, erosion mats, soil stabilizers or other appropriate methods.

3. Clean-up:
    a. Sweep dirt from surrounding pavement(s) into the planter area.
    b. Transport leftover spoils to their designated fill (area to add dirt to existing dirt pile) or disposal area (cement bad at Public Works Shop) in a method that will eliminate any spillage during transport.

Planting Vegetation – Seeds

PURPOSE:

Prevent pollution of storm water systems when planting seeds.

PROCEDURE:

1. Preparation:
    a. Call the Blue Stakes Center (http://www.bluestakes.org) of Utah at 811 or 1-800- 662-4111 at least 2 working days before any digging will be done, to reveal the location of any underground utilities.
    b. Determine the application rate, method, water source, and ensure adequate materials are on hand.
    c. Grade and prepare the soil to receive the seed. Place any extra soil in a convenient location to collect.

2. Process:
    a. Place the seed and any cover using the pre-determined and recommended application rate and method.
    b. Lightly moisten the seed.
    c. Ensure that the regular watering method is working properly and limit amount of over spray on paved areas and that appropriate watering schedules are in place.
    d. Provide erosion control on slopes where necessary using tackifiers, erosion mats, soil stabilizers or other appropriate methods.

3. Clean-up:
    a. Sweep dirt, seeds, and any cover material, from surrounding pavement(s), into the planter area.
    b. Transport leftover spoils to their designated fill (area to add dirt to existing dirt pile) or disposal area (cement bad at Public Works Shop) in a method that will eliminate any spillage during transport.

Vehicles – Fueling

PURPOSE:

Prevent pollution of storm water systems during fueling of vehicles when done on City-owned site. *Typically vehicles are fueled at an off-site gas station.

PROCEDURE:

1. Preparation:
   a. Train employees on proper fueling methods and spill cleanup techniques.
   b. Where possible, install a canopy or roof over above-ground storage tanks and fuel transfer areas.
   c. Absorbent spill clean-up materials and spill kits shall be available in fueling areas and on mobile fueling vehicles and shall be disposed of properly after use.

2. Process:
   a. Shut off the engine.
   b. Ensure that the fuel is the proper type of fuel for the vehicle.
   c. Nozzles used in vehicle and equipment fueling shall be equipped with an automatic shut off to prevent overfill.
   d. Fuel vehicle carefully to minimize drips to the ground.
   e. Personnel will remain with vehicle during fueling to monitor process and prevent or minimize any spillage or overfilling.
   f. Fuel tanks shall not be topped off.
   g. Mobile fueling shall be minimized. Whenever practical, vehicles and equipment shall be transported to the designated fueling area in the facilities area.
   h. When fueling small equipment from portable containers, fuel in an area away from storm drains and water bodies.

3. Clean-up:
   a. Immediately clean up spills using dry absorbent material (e.g., kitty litter, sawdust, etc.).
   b. Sweep up absorbent material and dispose of properly at landfill.
   c. Large spills shall be contained as best as possible, and the local Health Department should be notified as soon as possible.

Vehicles & Equipment Maintenance

PURPOSE:

Prevent pollution of storm water systems during maintenance of vehicles and equipment.

PROCEDURE:

1. Preparation:
    a. Train employees on proper maintenance methods and spill cleanup techniques.
    b. Where possible, perform maintenance indoors or under cover.
    c. Have all drains connected to the Sanitary Sewer system via an oil/water separator.
    d. Absorbent spill clean-up materials and spill kits shall be available in fueling areas and on mobile fueling vehicles and shall be disposed of properly after use.

2. Process:
    a. Use & follow all Permittee and manufacturer safety guidelines.
    b. Use drip pans, mats, and absorbent materials to absorb any spills.

3. Clean-up:
    a. Dispose of fluids properly at local landfill.
    b. Wipe down and keep maintenance areas clean and tidy.

Vehicles – Vehicle and Equipment Storage

PURPOSE:

Prevent pollution of storm water systems by vehicles and equipment in storage.

PROCEDURE:

1. Preparation:
    a. Inspect parking areas for stains/leaks on a regular basis.
    b. Provide drip pans or adsorbents for leaking vehicles.

2. Process:
    a. Whenever possible, store vehicles inside where floor drains have been connected to sanitary sewer system.
    b. When inside storage is not available, vehicles and equipment shall be parked in the approved designated areas and away from storm drain inlets as much as possible.
    c. When possible, vehicles will be stored on an impervious service that does not drain into the storm water system.
    d. Maintain vehicles to prevent leaks as much as possible.
    e. Address any known leaks or drips as soon as possible.
    f. There will be a location easily identifiable to empty and store drip pans.
    g. If any leaks are discovered, a drip pan or mat will be used to collect the fluids and the vehicle will be scheduled for repairs.
    h. Clean up all spills using dry methods.
    i. Never store leaking vehicles over a storm drain.

3. Clean-up:
    a. Any leaks that are spilled on the asphalt will be cleaned up with dry absorbent; the dry absorbent will be swept up and disposed of properly at the local landfill.
    b. The paved surfaces around the building will be swept as needed, weather permitting.

Vehicles – Washing & Cleaning

PURPOSE:

Prevent pollution of storm water systems during cleaning of vehicles and equipment.

PROCEDURE:

1. Preparation:
    a. Trucks, vehicles, and equipment shall be washed in a designated wash station - Morty's Car Wash (7723 S 2700 E, South Weber).
    b. No vehicle washing will be done where wastewater will enter the storm drain system.

2. Process:
    a. Wipe off dirt, dust, and fluids with disposable towel before washing.
    b. Minimize water and soap use when washing vehicles.
    c. Soap should not be used when washing vehicles outside – only use water.
    d. Use hoses with automatic shut off nozzles to minimize water usage.
    e. Never wash vehicles over or near a storm drain.

3. Clean-up:
    a. Dispose of towels in proper trash receptacle.
    b. Sweep floor and dispose of debris.
    c. Clean solids from the settling pits on an as-needed basis (completed by commercial carwash owner)

Salt and Sand/Aggregate Storage

PURPOSE:

Prevent the discharge of pollutants into the storm water system through the proper storage and maintenance of salt and aggregate piles.

PROCEDURE:

1. Preparation:
   a. Keep area clean and free from general debris and potential hazards.
   b. Keep salt piles and other aggregate piles well-groomed and consolidated.
   c. Keep salt piles and other aggregate piles together and away from storm water controls.
   d. Piles shall be covered, ensure that the cover facility is well maintained and in good repair.
   e. Piles shall be contained with a berm.
   f. Ensure any drainage from uncovered salt piles is directed towards a secondary containment system and does not leave the site.

2. Clean-up:
   a. Regularly sweep loading areas and track-out areas to reduce the amount of salt exposed to run-off as necessary.
   b. Inspect secondary containment systems following storm events and keep these areas clean and well maintained.

3. Documentation:
   a. Inspections and maintenance activities will be recorded as per requirements of the applicable SWPPP or MS4 permit.

Spare Parts Storage

PURPOSE:

Protect storm water systems contamination by properly storing spare parts. Improper storage of materials can result in pollutants and toxic materials entering ground and surface water supplies.

PROCEDURE:

1. Always:
    a. Store spare parts in a designated area.
    b. Use drip pans for any parts that are dripping.
    c. Create a schedule for storage area inspection.

2. Whenever Possible:
    a. Store spare parts inside or under cover.
    b. Monitor storage areas for staining/leaks on a regular basis.
    c. Clean the petroleum products from the parts that are to be stored as much as reasonably possible.

Planned Waterline Excavation Repair/Replacement

PURPOSE:

Prevent pollution of storm water systems from waterline repair/replacement activities.

PROCEDURE:

1. Preparation:
    a. Determine where potential discharge flow will go.
    b. Place inlet protection at nearest downstream storm drain inlet.
    c. Clean gutters leading to inlet.
    d. Isolate waterline to be worked on.
    e. Neutralize any chlorine residual before discharging water.

2. Process:
    a. Make reasonable efforts to keep pipeline water from entering the excavation.
    b. Direct any discharge to pre-determined area.
    c. Backfill and compact excavation.
    d. Haul off excavated material or stock pile nearby if needed.

3. Clean-up:
    a. Clear gutter/waterway where water flowed.
    b. Clean up all areas around excavation.
    c. Clean up travel path of trucked material.

Unplanned Waterline Excavation Repair/Replacement

PURPOSE:

Prevent pollution of storm water systems during unplanned waterline repairs.

PROCEDURE:

1. Preparation:
    a. Make sure service trucks are continuously stocked with, and workers can deploy, wattles, gravel bags, de-watering bag, or other materials for inlet protection and sediment control.

2. Process:
    a. Slow the discharge.
    b. Inspect flow path of discharged water.
    c. Protect water inlet areas by placing inlet protection devises around or up stream of inlet.
    d. Follow planned repair procedures.
    e. Haul off spoils of excavation.
    f. Use dewatering bags on pumps and check hourly for effectiveness.

3. Clean up:
    a. Repair eroded areas as needed.
    b. Follow planned repair procedures.
    c. Remove any inlet protection and dewatering bags and discard appropriately.
    d. Clean up the travel path of trucked excavated material.

Waterline Flushing & System Disinfection w/ Discharge to Storm Drain (Public Utilities & Contractors

PURPOSE:

Prevent pollution of storm water systems during waterline flushing activities.

PROCEDURE:

1. Preparation:
   a. Determine chlorine content of discharged water and select de-chlorination equipment to be used if necessary.
   b. Determine flow path of discharge.

2. Process:
   a. Protect inlets in flow path.
   b. Sweep and clean flow path.
   c. Install de-chlorination equipment if needed.
   d. Use diffuser to reduce velocities.

3. Clean-up:
   a. Pick up inlet protection.
   b. Clean flow paths.
   c. Remove equipment from flush point.

Waterline Flushing & System Disinfection w/Discharge Hauled Off (Used for Dust Control & Compaction)

PURPOSE:

Prevent pollution of storm water systems during waterline flushing activities.

PROCEDURE:

1. Preparation:
    a. Determine chlorine content of discharged water.
    b. Determine appropriate construction activity for treatment.

2. Process:
    a. Flush to tanker and use for dust control or compaction on unpaved construction activity.
    b. Confirm that application of water is in appropriate location.

3. Clean-up:
    a. Remove equipment from flush point.

Waterline Flushing for Routine Maintenance

PURPOSE:

Prevent pollution of storm water systems during waterline flushing activities.

PROCEDURE:

1. Preparation:
    a. Determine flow path of discharge to inlet of waterway.

2. Process:
    a. Clean flow path.
    b. Protect inlet structures
    c. Use diffuser to dissipate pressure to reduce erosion possibilities.

3. Clean-up:
    a. Clean flow path.
    b. Remove inlet protection.

Used Oil Recycling

PURPOSE:

Prevent pollution of storm water systems from used motor oil.

PROCEDURE:

1. Preparation:
    a. Determine used oil recycler contractor to use for recycling services
    b. Ensure there is sufficient and approved storage available to store used oil.

2. Process:
    a. Drain all used oil properly into oil pans or leak proof containers.
    b. Clean up any additional oil residue with proper absorbent materials and rags.
    c. Use only absorbent materials that can be disposed through normal waste disposal methods.
    d. Store used oil in approved used oil recycle container(s) inside or under a covered area.

3. Clean-up:
    a. Clean up any spills or residue with proper absorbent materials
    b. Contact the services of a certified used oil recycle contractor for pick up and proper disposal.

Large Outdoor City Events

PURPOSE:

Large outdoor festivals and events operated and controlled by the City have the potential to impact stormwater quality. For clarification purposes, this SOP is intended to include events for which street closure permits are issued by the City. Potential contaminants may include trash, septage, and organics. For organizations (non-City) requesting street closure permits, the requirements as set forth in this SOP will be communicated at the time of application. Applicants granted a street closure permit for an activity will be expected to follow the same procedures as if the event were City sponsored.

A large event would meet all of the following criteria:

- Portable toilets;
- Trash receptacles; and
- Food and beverage vendors.

When services are contracted, this written procedure should be provided to the contractor, so they have the proper operational procedures. In addition, the contract should specify that the contractor is responsible for abiding by all applicable municipal, state, and federal codes, laws, and regulations

PROCEDURE:

1. Preparation – Prior to Event
   a. Train applicable employees who perform trash collection and street sweeping and issue leases/permits for large outdoor festivals and events on this written procedure.
   b. Information on how to respond to spills will be presented during the training; and
   c. Periodically conduct refresher training on the SOP for applicable employees who perform trash collection and street sweeping activities.

2. During and After Event
   a. Trash Collection and Removal
      i. Provide adequate trash receptacles for vendors and guests;
      ii. Monitor and respond to leaking waste containers;
      iii. Empty trash receptacles to prevent overflow;
      iv. Store waste containers under cover or on grassy areas, if possible;
      v. Do not wash out trash receptacles unless wash water will be discharged to the sanitary sewer;
      vi. Walk the outdoor festival and event area during and after every large event to pick up loose trash and debris. Properly dispose of this material;
      i. Sweep the roadway and parking lots after the large festival or event;
      ii. Follow the Spill Cleanup SOP (as required);
      iii. Follow the Spill Prevention and Response SOP. Have spill kits available and ensure that vendors understand that it is prohibited to dump any pollutants into the storm sewer system.
   b. Portable Toilet Service
      i. Portable toilets are used at most large outdoor festivals and events. All portable toilet waste is classified as septage.
      ii. The City will use a licensed waste hauler to dispose of their waste for any large outdoor festival or event that has portable toilets. The units will be removed as soon as the festival or event is completed so that they do not become a nuisance or vandalized.

c. Food And Beverage Vendor Waste
    I. Waste generated by food and beverage vendors is regulated by the Davis County Health Department.

3. <u>Documentation:</u>
    a. Maintain records of employee training with sign-in sheet.

Graffiti Removal

PURPOSE:

Prevent pollution of storm water systems from activities related to graffiti removal.

PROCEDURE:

1. Planning / Preparation:
    a. Graffiti removal activities are to be scheduled during dry weather.
    b. Whenever there is a ditch or waterway underneath the graffiti, always paint over instead of removing.
    c. Waterless and nontoxic chemical cleaning methods (i.e. gels or spray compounds) should be used when possible.
    d. Avoid using cleaning products that contain hazardous substances (i.e. hydrofluoric acid, muriatic acid, sodium hydroxide, bleach) that can turn wastewater into hazardous waste.
    e. Minimize the amount of water used during high pressure washing activities.
2. Collection and Disposal Process:
    a. When sand blasting, sweep up impervious areas to collect any waste material and dispose of waste material in the trash.
    b. Locate points where wastewater will be collected.
    c. Protect and plug storm drain inlets as required prior to removing graffiti.
    d. As long as no soaps or chemicals are used, direct runoff from sand blasting and high pressure washing into a landscaped or dirt area. If such landscape or dirt area is not available, filter runoff through an appropriate filtering device (i.e. filter fabric) to keep sand, particles and debris out of the storm drains.
    e. If soaps or chemicals are used, collect the wastewater by vacuuming or pumping and dispose of the wastewater to the sanitary sewer. Do not remove sewer manhole covers to dispose of wastewater to the sanitary sewer system without prior approval.
    f. Do not mix non-hazardous wastewater with wastewater known to contain hazardous substances. Mixing these wastes can increase the characteristic and/or total volume of waste, resulting in more expensive disposal and additional regulatory requirements.
    g. Once wastewater has been collected, visible solids remaining in the collection area after liquids have been removed or evaporated must be swept up and properly disposed to prevent future discharges to the storm sewer system.
3. Documentation:
    a. Maintain a list of graffiti removal activities and individuals responsible for conducting such operation.
    b. Take photos before and after removal.

Green Waste Deposited in Street

PURPOSE:

Prevent pollution of storm water systems from activities related to green waste being deposited into the street.

PROCEDURE:

When yard waste (grass clippings, leaves, straw, flowers, small pruning, etc) generated during general yard maintenance are found to be deposited in the street the City shall:

1. Notify the resident / property owner of violation.

2. Provide resident / property owner with education, such as, but not limited to:
    a. City Code requirements
    b. Where to take green waste - Wasatch Integrated Waste Facility

3. Document location and return to location within 1-2 days for follow up visual inspection.

4. Follow Up Inspection(s):

    a. If green waste is still present:
        - Notify resident / property owner of violation.
        - Follow City Code requirements for enforcement.
        - Document violation and action.
        - Schedule follow-up inspection.
        - Repeat enforcement process as required by City Code.

    b. If no green waste is present:
        - Document issue as being resolved.

Storm Drain Cleaning and Waste/Water Disposal

The City contracts out this work each year to a qualified Company.

PURPOSE:

To establish safe and environmentally compliant procedures for inspecting, cleaning, and maintaining storm drains, including proper containment, handling, and disposal of debris, sediment, and wastewater generated during cleaning activities.

REQUIRED EQUIPMENT / MATERIALS:

- PPE: gloves, safety goggles, high-visibility vest, steel-toe boots, respirator (if required)
- Tools: shovels, rakes, buckets, catch basin hooks, vacuum truck or pump (if available), pressure washer (if permitted)
- Waste containment: sealed debris bins, 55-gallon drums, sediment bags, spill-proof wastewater collection tank
- Barriers: cones, barricades, traffic signage
- Spill response kit

SAFETY PRECAUTIONS:

- Assess area for traffic hazards; set up cones and barricades.
- Check for confined space hazards; **do NOT enter confined spaces** unless trained and permitted.
- Avoid contact with contaminated water—assume all storm drain contents may contain pollutants.
- Do not generate runoff or wash water that can enter the storm drain system unless specifically allowed by local regulation.

PROCEDURE:

<u>**Inspection**</u>

1. Remove grate using proper tools.
2. Inspect inlet for:
    - Accumulated debris
    - Sediment levels
    - Structural damage
    - Evidence of illicit discharges (oils, chemicals, sewage odors)
3. Document the inspection.

<u>**Debris Removal**</u>

1. Manually remove trash, leaves, branches, and floatable materials.
2. Use a shovel or vacuum truck to remove sediment and organic material from the sump.
3. Place debris into sealed containers or lined bins.
4. Ensure no material falls back into the storm drain.

<u>**Storm Drain Cleaning**</u>

Manual/Mechanical Cleaning

- Use shovels, scrapers, or vacuum hose to remove compacted sediment.

If needed, use low-pressure washing inside the basin (where permitted), ensuring wash water is **contained and collected**, not discharged back into the storm system

Vacuum Truck Cleaning

- Position truck for safe access.
- Insert suction hose and remove sediment/water mixture.
- Pump wastewater into the truck's sealed tank for off-site disposal.

Wastewater Management

All wastewater captured during storm drain cleaning must be contained—never discharged back into the storm system.

Acceptable handling methods:

- Collect through vacuum truck tank.
- Pump into on-site holding tanks or drums.
- Filter through approved sediment bags **only if regulations allow** and water is clean enough for discharge.

If the water contains:

- Oil or sheen
- Chemicals
- Sewage indicators
- Unusual color/odor

→ **Treat as potentially contaminated waste** and manage as non-hazardous or hazardous wastewater (depending on testing and local regulation).

Disposal of Waste and Water

Solid Waste (debris, sediment)

- Place solids in sealed containers.
- Allow sediment to drain/dry on impermeable surface if required by local rules.
- Dispose of solids at:
  - Municipal landfill (if non-hazardous)
  - Specialized waste facility (if contaminated)

Documentation

- Waste disposal receipts or manifests.

Final Steps

1. Replace storm drain grate securely.
2. Clean and decontaminate tools and equipment.
3. Remove all barriers and restore site.
4. Complete cleaning log (date, personnel, amount of debris, disposal method).
5. Report any damage, unusual findings, or potential illicit discharges.

RECORD KEEPING:

Maintain the following for at least 3–5 years:

- Inspection logs
- Cleaning logs
- Waste disposal manifests
- Photos (before/after)
- Incident reports

Firefighter Training Involving Foam Agents

PURPOSE:

Prevent the discharge of pollutants, including firefighting foams (aqueous film forming foam or fluorine-free foams), into the storm water system or natural water bodies during firefighter training exercises.

PROCEDURE:

Pre-Training Planning

- Select a training location with no direct connection to storm drains or natural waterways.
- Use training areas with containment systems, such as lined basins or areas with berms.
- Ensure that a spill kit and absorbent materials are on-site and accessible.
- Review foam Safety Data Sheets (SDS) and ensure only environmentally acceptable foam is used, preferably fluorine-free alternatives.
- Check local storm water permits or guidelines for specific restrictions on foam discharges.

During Training

- Do not allow foam runoff to enter storm drains, ditches, or surface waters.
- Use portable containment pools or booms to collect and isolate foam runoff.
- Minimize the quantity of foam used during simulations to reduce waste.
- Designate a spotter to monitor the perimeter for possible runoff or breaches in containment.

Post-Training Cleanup

- Collect all foam runoff and dispose of it as per hazardous/non-hazardous waste classification (dependent on foam type).
- Clean all equipment used in a contained area, ensuring no rinse water enters the storm water system.
- Inspect the area for any signs of residue or runoff and clean up accordingly.
- Record the training exercise in a log, including date, foam type/quantity used, and disposal method.

Spill and Incident Response

- Immediately stop discharge and contain any spills using absorbent pads or berms.
- Report significant releases to the Environmental Coordinator and appropriate local authorities.
- Clean up spill material and contaminated soil/water following hazardous materials protocols.

Training and Documentation

- Conduct annual storm water BMP training for all personnel.
- Maintain records of all training sessions and SOP reviews.
- Keep documentation of foam types used, SDSs, and disposal receipts.

Certification

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

___________________________________ Date: _______________

Public Works Director

Appendix

Annual Review
Storm Water Management Plan

Purpose: To ensure City meets all of the current permit requirements, is following procedures and processes as described, and to evaluate and establish goals.

Preparation:

1. Plan to review SWMP annually, typically in October (prior to submitting annual report to State)
2. Review information about the current SWMP implementation.

Process:

1. Use the SWMP Annual Review Checklist (next page) as a guide to:
    a. Evaluate permit compliance;
    b. Evaluate goals; and
    c. Evaluate BMP effectiveness
2. Review each item list on the checklist.
3. Review the SWMP and note any updates needed.
4. Update Sections as required.
5. Schedule any necessary updates to be completed within a reasonable timeframe.

Documentation:

1. Updated SWMP document.
2. Completed SWMP Annual Review Checklist

SWMP Annual Review Checklist

In general, the list below follows the requirements as outlined in the General Permit for Storm Water Discharges from Construction Activities, UPDES Permit, May 2026. The Annual Review of the SWMP includes all sections of the document.

Reivew Date: ______________________________

Reviewed By: ____

Included	Requirement	Notes
	Coverage Under the Permit	
☐ Yes ☐ No ☐ NA	Authority to Discharge	
	Notice of Intent and Storm Water Management Program Description	
☐ Yes ☐ No ☐ NA	Permit Application and NOI	
☐ Yes ☐ No ☐ NA	City Characteristics	
☐ Yes ☐ No ☐ NA	Local Water Quality Concerns	
☐ Yes ☐ No ☐ NA	Stormwater Committee	
☐ Yes ☐ No ☐ NA	Mission Statement	
☐ Yes ☐ No ☐ NA	Permit Requirements	
☐ Yes ☐ No ☐ NA	Modifications to City Ordinances	
	Discharges to Water Quality Impaired	
☐ Yes ☐ No ☐ NA	Impaired Body Determination	
☐ Yes ☐ No ☐ NA	Nitrogen and Phosphorus Impacts	
☐ Yes ☐ No ☐ NA	Collaborative Programs	
☐ Yes ☐ No ☐ NA	Identifying Target Sources	
☐ Yes ☐ No ☐ NA	Prioritizing Target Sources	
☐ Yes ☐ No ☐ NA	Co-Permittees	

	Storm Water Management Program
☐ Yes ☐ No ☐ NA	Requirements for SWMP
☐ Yes ☐ No ☐ NA	Implementation of SWMP
☐ Yes ☐ No ☐ NA	Ongoing Documentation of SWMP
☐ Yes ☐ No ☐ NA	Tracking of SWMP
☐ Yes ☐ No ☐ NA	Annual Fiscal Analysis
☐ Yes ☐ No ☐ NA	BMP Implementation
☐ Yes ☐ No ☐ NA	Measurable Goals Summary of BMPs
	MCM 1: Public Education and Outreach
☐ Yes ☐ No ☐ NA	Public Education and Outreach on Storm Water Impacts
☐ Yes ☐ No ☐ NA	Target Specific Pollutants and Sources
☐ Yes ☐ No ☐ NA	Education and Outreach Audiences and Program
☐ Yes ☐ No ☐ NA	Participate in Storm Water Coalition
☐ Yes ☐ No ☐ NA	Education Topics and Methods
☐ Yes ☐ No ☐ NA	Employee Training
☐ Yes ☐ No ☐ NA	Construction Engineer, Contractors, Development Revie Staff, and Land Use Planners Training
☐ Yes ☐ No ☐ NA	BMP Selection Rationale
	MCM 2: Public Involvement / Participation
☐ Yes ☐ No ☐ NA	Public Involvement / Participation
☐ Yes ☐ No ☐ NA	Opportunities for Public Input
☐ Yes ☐ No ☐ NA	SWMP Document for Public Review and Input
	MCM 3: Illicit Discharge Detection and Elimination
☐ Yes ☐ No ☐ NA	Illicit Discharge Detection and Elimination (IDDE)

☐ Yes ☐ No ☐ NA	Storm Water System Map
☐ Yes ☐ No ☐ NA	Storm Water Management Ordinance
☐ Yes ☐ No ☐ NA	Legal Authority to Enforce Non-Storm Water Discharges
☐ Yes ☐ No ☐ NA	IDDE Detection and Mitigation Plan
☐ Yes ☐ No ☐ NA	Locating and Prioritizing Illicit Discharges
☐ Yes ☐ No ☐ NA	“High Priority” Area List
☐ Yes ☐ No ☐ NA	Field Assessment Activities
☐ Yes ☐ No ☐ NA	Dry Weather Screening
☐ Yes ☐ No ☐ NA	Separate UPDES Permit Notification
☐ Yes ☐ No ☐ NA	Tracing Illicit Discharge Source Procedures
☐ Yes ☐ No ☐ NA	Characterize the Nature and/or Threat of the Illicit Discharge
☐ Yes ☐ No ☐ NA	Ceasing Illicit Discharges SOPs
☐ Yes ☐ No ☐ NA	Household Hazardous Waste
☐ Yes ☐ No ☐ NA	Public Hotline
☐ Yes ☐ No ☐ NA	Spill/Dumping Response Procedure
☐ Yes ☐ No ☐ NA	Program Evaluation and Assessment
☐ Yes ☐ No ☐ NA	Annual Training of Employees
☐ Yes ☐ No ☐ NA	Summary of Existing BMPs and Efforts
	MCM 4: Construction Site Storm Water Runoff Control
☐ Yes ☐ No ☐ NA	Construction Site Storm Water Runoff Control
☐ Yes ☐ No ☐ NA	UPDES Permitting
☐ Yes ☐ No ☐ NA	Require a SWPPP for Construction Projects
☐ Yes ☐ No ☐ NA	Private Property Access for Inspections

☐ Yes ☐ No ☐ NA	Enforcement Strategy
☐ Yes ☐ No ☐ NA	Documentation of all Enforcement Actions
☐ Yes ☐ No ☐ NA	Preconstruction SWPPP Review
☐ Yes ☐ No ☐ NA	Potential Water Quality Impacts Consideration
☐ Yes ☐ No ☐ NA	Potential Water Quality Impacts Consideration
☐ Yes ☐ No ☐ NA	Identify Priority Construction Sites
☐ Yes ☐ No ☐ NA	Construction Site Inspection and Enforcement
☐ Yes ☐ No ☐ NA	Staff Training
☐ Yes ☐ No ☐ NA	Maintain Records
	MCM 5: Post-Construction Storm Water Management
☐ Yes ☐ No ☐ NA	Long-Term Storm Water Management in New Development and Redevelopment (Post-Construction)
☐ Yes ☐ No ☐ NA	Long Term Storm Water Control General Approach
☐ Yes ☐ No ☐ NA	Revised Development Standards
☐ Yes ☐ No ☐ NA	Non-Structural BMPs
☐ Yes ☐ No ☐ NA	Retention Requirement
☐ Yes ☐ No ☐ NA	LID Implementation
☐ Yes ☐ No ☐ NA	Water Quality Report
☐ Yes ☐ No ☐ NA	Ordinance Updates
☐ Yes ☐ No ☐ NA	Long Term Enforcement Strategy
☐ Yes ☐ No ☐ NA	Sanctions for Violations
☐ Yes ☐ No ☐ NA	Expected Results
☐ Yes ☐ No ☐ NA	Maintenance Agreements and Inspections of Long-Term Storm Water Controls

☐ Yes ☐ No ☐ NA	Construction Inspections of Long-Term Storm Water Controls
☐ Yes ☐ No ☐ NA	City Post Construction BMP (SOPs)
☐ Yes ☐ No ☐ NA	Procedures for Site Plan Review (Pre-Construction)
☐ Yes ☐ No ☐ NA	Review Post-Construction Plans
☐ Yes ☐ No ☐ NA	Post Construction Structural Controls Inventory
☐ Yes ☐ No ☐ NA	Inventory Updates
☐ Yes ☐ No ☐ NA	Retrofit Existing Developed Sites
☐ Yes ☐ No ☐ NA	Staff Training
	MCM 6: Good Housekeeping
☐ Yes ☐ No ☐ NA	City Owned or Operated Facilities and Storm Water Controls
☐ Yes ☐ No ☐ NA	Inventory Assessment
☐ Yes ☐ No ☐ NA	"High Priority" Facilities
☐ Yes ☐ No ☐ NA	High Priority Facility SWPPPs
☐ Yes ☐ No ☐ NA	Inspections
☐ Yes ☐ No ☐ NA	Monthly Visual Inspections
☐ Yes ☐ No ☐ NA	Semi-Annual Comprehensive Inspections
☐ Yes ☐ No ☐ NA	Annual Visual Observations of Storm Water Discharges
☐ Yes ☐ No ☐ NA	SOPs
☐ Yes ☐ No ☐ NA	Maintenance by Contract
☐ Yes ☐ No ☐ NA	SOP Practices
☐ Yes ☐ No ☐ NA	Maintenance Schedules
☐ Yes ☐ No ☐ NA	Proper Waste Disposal

☐ Yes ☐ No ☐ NA	Liquid Waste Disposal
☐ Yes ☐ No ☐ NA	Spill Prevention Plan
☐ Yes ☐ No ☐ NA	Floor Drains
☐ Yes ☐ No ☐ NA	Contract O&M Services
☐ Yes ☐ No ☐ NA	Water Quality Impacts of New Structural Controls
☐ Yes ☐ No ☐ NA	Assessment of Existing Structural Controls
☐ Yes ☐ No ☐ NA	Retrofit Plan Current / Updated
☐ Yes ☐ No ☐ NA	LID Approach / Feasibility
☐ Yes ☐ No ☐ NA	Employee Training
☐ Yes ☐ No ☐ NA	Review BMP SOPs
☐ Yes ☐ No ☐ NA	Public Works Yard SWPPP Review & Update

Measurable Goals:

Review goals and report on progress of implementation.

Goal: ____

Implementation and Progress____

____

Goal: ____

Implementation and Progress____

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Goal: ____

Implementation and Progress____

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Goal: ____

Implementation and Progress____

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Goal: ____

Implementation and Progress____

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Goal: ____

Implementation and Progress____

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Goal: ____

Implementation and Progress____

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Goal: ____

Implementation and Progress____

____

BMP Effectiveness:

- ☐ Review of effectiveness on pollutants
- ☐ Review list of BMPs to verify that BMP is valid
- ☐ List BMPs that need to be added or removed
- ☐ Review of previous year's annual review to determine if there are BMPs identified that need to be monitored for effectiveness.

Observation on BMPs Effectiveness

BMP	Effective	**Notes** *Include plan for additional monitoring if required.
Sediment	☐ Yes ☐ No ☐ NA	
Nutrients (Phosphorus, Nitrogen, Potassium, Ammonia)	☐ Yes ☐ No ☐ NA	
Hydrocarbons (Petroleum Products, Benzene, Toluene, Ethyl Benzene, Xylene)	☐ Yes ☐ No ☐ NA	
Heavy Metals	☐ Yes ☐ No ☐ NA	
Toxic Chemicals	☐ Yes ☐ No ☐ NA	
Debris / Litter / Trash	☐ Yes ☐ No ☐ NA	
Pathogens (Bacteria)	☐ Yes ☐ No ☐ NA	

Appendices

- ☐ Review current Davis County Agreement to ensure SWMP contains current version
- ☐ Any additional or new Agreements to include (e.g. Street Sweeping Contract)

Employee Trainings

- ☐ Illicit Discharge Detection and Elimination (IDDE)
- ☐ Standard Operating Procedures (SOP's)
- ☐ Low Impact Development
- ☐ Spill Prevention and Control
- ☐ Fueling and Maintenance
- ☐ Landscaping
- ☐ Rights of Way

General Comments:

Updates / Corrective Actions (include date for completion):

RESOLUTION 26-16

A RESOLUTION OF THE SOUTH WEBER CITY COUNCIL APPROVING THE INTERLOCAL COOPERATION AGREEMENT FOR THE UTAH POLLUTANT DISCHARGE ELIMINATION SYSTEM (UPDES) GENERAL PERMIT

WHEREAS, South Weber is a member of the Davis County Storm Water Coalition and shares General Permit UTR for discharges from small municipal separate storm sewer systems which expired May 11, 2026; and

WHEREAS, the Environmental Protection Agency publishes regulations for stormwater discharge and the Department of Environmental Quality issues pollutant discharge elimination system permits within the state of Utah; and

WHEREAS, South Weber joins other cities within Davis County to implement activities to fulfill a portion of the UPDES permit requirements; and

WHEREAS, the attached agreement outlines the costs and responsibilities of each Coalition member;

NOW THEREFORE BE IT RESOLVED by the Council of South Weber City, Davis County, State of Utah, as follows:

Section 1. Approval: The 2026 Interlocal Cooperation Agreement Between Davis County Cities and Davis County for UPDES General Permit is approved as attached in **Exhibit 1**.

Section 2: **Repealer Clause**: All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

PASSED AND ADOPTED by the City Council of South Weber, Davis County, on the 12th day of May 2026.

Roll call vote is as follows:

Council Member Halverson	FOR	AGAINST
Council Member Petty	~~FOR~~	~~AGAINST~~
Council Member Dills	FOR	AGAINST
Council Member Davis	FOR	AGAINST
Council Member Winsor	FOR	AGAINST

Excused

SOUTH WEBER CITY * 1938 * OFFICIAL SEAL * DAVIS COUNTY, UTAH

Rod Westbroek, Mayor

Attest: Lisa Smith, Recorder

RES 26-16 Exhibit 1

2026 INTERLOCAL COOPERATION AGREEMENT
BETWEEN DAVIS COUNTY CITIES AND
DAVIS COUNTY
FOR
UPDES GENERAL PERMIT

THIS AGREEMENT (Agreement) is entered into this 8th day of September, 2026, by and between the following parties: DAVIS COUNTY, a body corporate and politic of the State of Utah, and the following cities, each of which is a municipal corporation of the State of Utah: BOUNTIFUL, CENTERVILLE, CLEARFIELD, CLINTON, FARMINGTON, FRUIT HEIGHTS, KAYSVILLE, LAYTON, NORTH SALT LAKE, SOUTH WEBER, SUNSET, SYRACUSE, WEST BOUNTIFUL, WEST POINT and WOODS CROSS (Parties).

WITNESSETH:

WHEREAS, the parties are "public agencies," and are authorized by the *Utah Interlocal Cooperation Act,* §11-13-101, *et seq., Utah Code Annotated,* to enter into agreements with each other for joint or cooperative action; and

WHEREAS, the Environmental Protection Agency (EPA) has published its "Final Rule" setting forth the National Pollutant Discharge Elimination System (NPDES) permit application rules and regulations for stormwater discharges to municipal separate storm sewer systems; and

WHEREAS, the State of Utah, through its Department of Environmental Quality, Division of Water Quality (DWQ), has statutory rulemaking authority and authority to issue pollutant discharge elimination system permits within the State of Utah pursuant to the rules and regulations of the Utah Pollutant Discharge Elimination System (UPDES); and

WHEREAS, the State of Utah has issued a General Permit for Discharges from Small Municipal Separate Storm Sewer Systems, Permit No. UTR 090000 (Permit), to each party of this Agreement, which Permit is incorporated herein by this reference; and

WHEREAS, the rules and regulations provide that more than one entity may jointly implement activities to comply with UPDES permit requirements under Section 4.3 of the Permit; and

WHEREAS, the parties are willing to jointly implement activities to fulfill a portion of the UPDES permit requirements; and

WHEREAS the parties desire to enter into this Agreement setting forth their present understanding as to their respective responsibilities with regard to their participation as permittees under their Permit.

NOW, THEREFORE, in consideration of the mutual promises set forth herein, the parties agree as follows:

1. Compliance with Permit. As permittees, the parties agree to jointly implement and enforce within their own jurisdictions, their respective responsibilities for complying with the Permit requirements including but not limited to, those responsibilities and requirements set forth in Parts 4.0, 5.0, and 6.0 of the Permit.

2. Administration of Agreement. The administration of this Agreement shall be done by the public works directors of each party, or their official designee, constituting the Davis County Storm Water Coalition (Coalition). Each party will have one voting right. No separate legal entity is created by the terms of this Agreement.

3. Costs. The parties agree that each party shall be responsible to pay for those costs relating to their own stormwater systems, and that the parties shall reimburse each other for expenses incurred in providing services for each other as may be agreed by the parties concerning the various tasks and responsibilities required under the Permit.

4. Joint Cooperation. As reasonably necessary, the parties agree to assist each other in providing and sharing information, drawings, plans, data, etc., which are required to comply

with the requirements set forth in the Permit. The specific activities that the parties agree to assist each other in are set forth as follows:

a. Jointly purchase educational and training materials, as determined by the Coalition, for distribution to:

   i. Residents.

   ii. Institutions, industrial and commercial facilities.

   iii Developers and contractors (construction); and

   iii. Municipal Separate Storm Sewer System **(MS4)** owned or operated facilities.

b. Use the Coalition as a county-wide committee to:

   i. Train personnel.

   ii. Create partnerships; and

   iii. Obtain input and feedback from special interest groups.

c. Annually contribute updated storm drain system information for county-wide mapping purposes.

d. Jointly prepare and promote model ordinances, updates and standards that address:

   i. Illicit discharges.

   ii. Construction site storm water runoff; and

   iii. Long-term storm water management.

e. Jointly arrange for and provide education about hydrologic methods and criteria for selecting and sizing post-construction **BMPs**.

f. Jointly participate to develop draft Standard Operating Procedures.

g. Jointly evaluate, identify, target and provide educational materials and outreach to address the reduction of water quality impacts associated with nitrogen and phosphorus in discharges.

5. Term of Agreement. The parties agree that the duration of this Agreement shall commence upon entry and shall continue in effect for the term of the Permit (which expires at midnight, May 11, 2031) and for an additional 120 days from the effective date of the renewal of the Permit by DWQ.

6. Property. In the event that any property is acquired by the parties jointly for the undertaking, and paid for by them, then it shall be divided as the parties' representatives shall agree, or if no agreement is reached, then it shall be divided according to their respective payments for property, or if it cannot be practically divided, then the property shall be sold and the proceeds divided according to the parties' proportionate share of the purchase of the item of property. If property is purchased at one party's sole expense in connection with this Agreement, then the property so purchased shall be and remain the property of the party which purchased it.

7. Entire Agreement. This Agreement embodies the entire agreement between the parties, and it cannot be altered except in a written amendment which is signed by the parties.

8. Governmental Immunity. The parties recognize and acknowledge that each party is covered by the Utah Governmental Immunity Act, as set forth in *Utah Code Ann.* § 63G-7-101, *et seq.,* as amended, and nothing herein is intended to waive or modify any and all rights, defenses or provisions provided therein. Officers and employees performing services pursuant to this Agreement shall be deemed officers and employees of the party employing their services, even if performing functions outside of the territorial limits of such party, and shall be deemed officers and employees of such party under the provisions of the Utah Governmental Immunity Act. Each party shall be responsible and shall defend the action of its own employees, negligent

or otherwise, performed pursuant to the provisions of this Agreement.

9. No Third-Party Benefits. This Agreement is not intended to benefit any person or entity not named as a party hereto.

10. Severability. If any provision of this Agreement is determined by a court to be invalid or unenforceable, such determination shall not affect any other provision hereof, each of which shall be construed and enforced as if the invalid or unenforceable portion were not contained herein. Such invalidity or unenforceability shall not affect any valid and enforceable application thereof, and each such provision shall be deemed to be effective, operative and entered into in the manner and to the full extent permitted by applicable law.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective as of the day and year first above written.

[Signature Pages to Follow]

**Approval of
Interlocal Cooperation Agreement between
Davis County and Davis County Cities for
UPDES General Permit**

Date ________________________

DAVIS COUNTY

By: _________________________
John Crofts, Chair
Davis County Commission

ATTEST:

____
Brian McKenzie
Davis County Clerk/Auditor

Approved as to Form:

____
Office of Davis County Attorney

SIGNATURE PAGE FOR THE CITY OF SOUTH WEBER, UTAH,
TO THE INTERLOCAL COOPERATION AGREEMENT RELATING TO THE
CONDUCT OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
FOR FEDERAL FISCAL YEARS 2027, 2028, AND 2029

CITY OF SOUTH WEBER, UTAH

City Manager David Larson

Dated: 5/12/2026

ATTEST:

City Recorder Lisa Smith

Dated: 5-12-2026

LEGAL OPINION

This Agreement and the terms and provisions of this Agreement are fully authorized under state law and local law. This Agreement provides full legal authority for the County to undertake essential community renewal and lower income housing activities within the City's municipal boundaries. This Agreement is further reviewed and approved as to proper form and compliance with applicable law.

Jayme Blakesley
Attorney for the City of SOUTH WEBER
Dated: 05/12/2026

STREET SWEEPING SERVICE AGREEMENT

This Street Sweeping Service Agreement (the "Agreement") is entered into on the 24th day of June , 2025, by and between SOUTH WEBER CITY, a political subdivision of the State of Utah (the "Owner"), and Sweep N Utah Inc (the "Contractor"). The Owner and the Contractor may be hereafter referred to individually as a "party" and collectively as the "parties."

RECITALS

A. WHEREAS, the Owner is in need of a Contractor to provide street sweeping services to remove debris and metal particles and other hazardous waste products left by passing vehicles on all of the City's public streets (hereinafter referred to as the "Project");

B. WHEREAS, pursuant to Utah Code Ann. §§ 63-56-42 to 63-56-44 and the Owner's Administrative Code, the Owner has duly and properly selected the Contractor as being qualified to perform the services contemplated by this Agreement;

C. WHEREAS, the parties are willing to perform their respective obligations under this Agreement in accordance with the description of the scope of services, schedule, costs, and other provisions of this Agreement; and

D. WHEREAS, this Agreement is intended to authorize services more particularly described in the Owner's Request for Proposals (RFP) dated August 2021, submitted by B Jackson Construction & Engineering on August 25, 2021.

NOW, THEREFORE, for good and valuable consideration, including the mutual promises set forth in this Agreement, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. Scope of Services.

a) Contractor shall provide street sweeping using a modern mechanical or vacuum street sweeper to thoroughly sweep the gutter of each improved public street, ally, and road in the City.
   (1) Each street shall be swept clean to the adjacent property line. Swept clean shall mean minimal debris residual or trailings left on the swept surface following the completion of a pass of the street sweeping machine.
   (2) Due to various street widths throughout the City, street sweeping may require slower travel speed and/or multiple passes by the sweeper to ensure proper coverage of the street.

b) Contractor shall dispose of all debris in a legal manner, as required in the current MS4 Permit, which shall include, but is not limited to the following:
   (1) All deposits within the intersection shall be removed as part of the sweeping operations.
   (2) All dust suppression systems shall be as mandated by the State of Utah.
   (3) No sweeper shall blow debris onto private property.

(4) Materials removed shall be dewatered in a contained area and discharged to the local sanitary sewer, where feasible. The solid material will need to be stored and disposed of properly to avoid discharge during a storm event.
(5) Solid materials shall be stored and disposed of in accordance with federal, state, and local laws.
(6) Following each sweep, the Contractor shall provide documentation to the City indicating the legal disposal of debris.

c) Contractor shall comply with all Utah Pollutant Discharge Elimination System (UPDES) requirements, applicable State, Federal, County, and/or City Ordinances dealing with sweeping of streets, water quality, air quality, and hazardous waste and rubbish disposal.
d) Contractor shall provide City with an annual schedule, including no fewer than 3 complete passes of the full city, with the complete passes distributed throughout the year (e.g., spring, summer, fall).
e) Owner shall provide notification of scheduled street sweeping to residents via the City's newsletter, social media, or other appropriate means of communication.

2. **Time Frame and Compensation.**
   a) Time Frame. Project shall be completed annually but may be modified as deemed necessary by the City for proper maintenance of the public streets.
   b) Costs. Billed at an hourly rate of $185. For additional maintenance as requested by the City, the Contractor will provide services on a per hour basis. Contractor may increase costs up to three percent **(3%)** annually.
   c) Billing Procedure. The Contractor may submit monthly to the Owner an invoice for services performed and costs incurred under this Agreement during the calendar month immediately following completion of services. The invoice form shall be submitted to the Owner (Accounts Payable) for review, approval, and payment by the Owner. The invoice shall contain itemized costs describing in detail the services performed by the Contractor and costs associated with materials used for installation and maintenance. If approved, the Owner shall pay the Contractor for all approved services and materials within sixty (60) days after it receives the invoice describing such services and materials.

3. **Contractor's Standard of Care.** The Contractor shall perform its services under this Agreement in accordance with the degree of skill and diligence ordinarily employed by professional consultants performing the same or similar services at the time such services are performed. The Contractor shall without delay correct any problem or deficiency arising out of its failure to meet this standard of care without additional cost to the Owner.

4. **Independent Contractor.** The Contractor shall perform all services under this Agreement, including all attachments, as an independent contractor, and not as an agent or employee of the Owner. Neither this Agreement nor the parties' respective obligations under this Agreement shall be construed to create a partnership or joint venture, or other business between the parties. In performing its services under this Agreement, the Contractor shall comply with all federal, state, and local laws and regulations, and all orders under any applicable law, and all policies of the Owner for independent contractors, as adopted from time to time by the Owner.

5. **Default.** Either party shall be considered to be in default under this Agreement if: (1) it has substantially failed to perform its obligations under this Agreement through no fault of the other party; and (2) after thirty (30) days' written notice from the other party of such substantial failure to perform.

6. **Term and Renewal**. The term of this Agreement is for three (3) years, with an automatic annual renewal unless terminated by either party as defined in paragraph 7.

7. **Termination.** Either party may terminate this Agreement for cause upon the default of the other party as defined in paragraph 5. The Owner may, in its sole discretion, terminate this Agreement for convenience upon thirty (30) days' written notice. Upon termination of this Agreement for any reason, the Contractor shall deliver all of its work-in-progress, including calculations, assumptions, interpretations or regulations in performing this Agreement, to the Owner, and such work-in-progress shall become the property of the Owner. Contractor shall also surrender all supplies/materials paid for by Owner. Any supplies/materials not yet paid for by Owner shall remain the property of the Contractor. Compensation by the Owner to the Contractor will only be paid in accordance with paragraph 2 of this Agreement.

8. **Contractor's Working Files and Accounting Records.**
   a) Working Files. The Contractor shall maintain files containing all work documentation, including calculations, assumptions, interpretations or regulations, sources of information, and raw data generated, produced, created or required in performing this Agreement. The Contractor shall provide the Owner copies of information contained in the Contractor's working files upon the Owner's request, and such copies shall become property of the Owner upon delivery.

   b) Inventory Records. The Contractor shall maintain an accurate record of swept areas for the performance of this Agreement. The Contractor shall provide the Owner copies of records upon the Owner's request.

   c) Accounting Records. The Contractor shall maintain accounting records, in accordance with generally accepted accounting principles and practices, to substantiate all amounts invoiced under paragraph 2. The Contractor shall retain and make such records available to the Owner for its examination during the Contractor's normal business hours for a period of three (3) years after the Contractor submits its final invoice to the Owner.

   d) Audit. The Owner may, in its sole discretion, audit any invoice, statement of cost, or inventory record submitted by the Contractor, including those of any member of the Contractor's Project Team as specified in Exhibit "B", at any time, as long as the Owner gives the Contractor written notice of its intent to conduct the audit. An audit may take place within the current term and up to three (3) years after the Contractor submits its final invoice to the Owner.

9. **Insurance.**
   a) The Contractor shall, at its sole cost and expense, procure and maintain during the term of this Agreement insurance coverage with insurers licensed and admitted to do business in the State of Utah and with a financial rating of A- or better by AM Best, in the following minimum amounts:
      i. Commercial General Liability Insurance. Coverage on an occurrence basis, including bodily injury, property damage, contractual liability, and products-completed operations:
         - $1,000,000 per occurrence
         - $2,000,000 general aggregate

      ii. Automobile Liability Insurance. Including coverage for owned, non-owned, and hired vehicles:
         - $1,000,000 combined single limit per accident

iii. Workers' Compensation Insurance. As required by applicable law, including Employer's Liability with a minimum limit of:
- $500,000 each accident
- $500,000 disease each employee
- $500,000 disease policy limit

iv. Pollution Liability Insurance. If applicable to sweeping and debris disposal activities, Contractor shall maintain pollution liability or environmental impairment insurance with limits of at least $1,000,000 per occurrence.

v. Umbrella or Excess Liability Insurance. In an amount not less than $1,000,000 per occurrence, which shall apply excess over and be no less broad than the underlying coverages listed above.

b) Additional Insured and Certificates of Insurance. The Contractor shall name South Weber City, its officers, officials, employees, and volunteers as additional insureds on the commercial general liability, automobile liability, and umbrella/excess policies. This coverage shall be primary and non-contributory with respect to any insurance or self-insurance maintained by the City.

Certificates of insurance and endorsements shall be submitted to the City for review and approval before any work commences. All certificates shall include a 30-day notice of cancellation or material change.

c) No Limitation of Liability. The insurance requirements set forth in this section shall in no way limit the liability of the Contractor under this Agreement.

10. Indemnification. To the maximum extent allowed by applicable law, the Contractor shall indemnify the Owner and hold the Owner and its employees harmless against all third party actions, causes of action, damages, losses, claims, attorney fees and costs arising out of any negligent act or omission of the Contractor related in any way to the Contractor's performance under this Agreement. This indemnification provision shall apply to all theories of recovery, including breach of contract or warranty, negligence, and strict or statutory liability, except for sole negligence by the Owner. In the event any claims are caused by the joint or concurrent negligence of the Contractor and the Owner, the Contractor shall indemnify the Owner only in proportion to the Contractor's own negligence.

11. Changes.

a) General. The Owner may, in its sole discretion, make or approve changes within the general scope of services of this Agreement. If such changes affect the Contractor's costs or the time required for performance of the services, the parties may make an equitable adjustment ("Equitable Adjustment") through a mutually acceptable change order. Nothing in this paragraph shall be construed as relieving the Contractor of any of its obligations under this Agreement, including the parties' failure to agree on the Contractor's entitlement to, or the amount of, any Equitable Adjustment.

b) Change Authorization. All changes under this paragraph shall be made by written change authorization from the Owner, and the Contractor shall not proceed with any such changes unless and until it receives written change authorization. The Contractor shall timely notify the Owner of any potential change that may be necessitated by the circumstances of the Project as they arise.

c) Request for Equitable Adjustment. Any request by the Contractor for an Equitable Adjustment under this paragraph must be made in writing and fully supported by factual information. The request must be delivered to the Owner within thirty (30) days after the Contractor receives written change authorization from the Owner. The Owner, in its sole discretion, may extend this thirty (30) day period if a written request is received prior to the expiration of the thirty (30) days.

d) Equitable Adjustment. Any Equitable Adjustment necessitated by changes under this paragraph shall be made by a written change order signed by both parties. Any reduction in the scope of services necessitated by a change under this paragraph shall not give rise to a claim by the Contractor for damages based on loss of anticipated profits.

12. **Suspension, Delay, or Interruption of Work.** The Owner may, in its sole discretion, suspend, delay, or interrupt the Contractor's services for the convenience of the Owner. In the event of force majeure or such suspension, delay, or interruption, an Equitable Adjustment will be made in the schedule and compensation under this Agreement.

13. **Key Personnel.** The Contractor's consulting services under this Agreement shall be performed by qualified personnel. The Contractor designates the following person(s) as key personnel who will not be removed from working on the Project without the Owner's written consent:

    Name Lance King **Title**: President

14. **Official Representatives.** The parties respectively designate the following persons to act as their authorized representatives in matters and decisions pertaining to the timely performance of this Agreement.

For the Owner	For the Contractor
South Weber City David Larson, City Manager 1600 East South Weber Dr South Weber, UT 84405 801-479-3177 Dlarson@southwebercity.gov	Sweep N Utah Inc Lance King, President 2105 N Fort Lane Layton UT 84041 801-200-0790 lance@sweepnutah.com

The authorized representative(s) shall have full power to bind the Owner and the Contractor in decisions related to the Project and not requiring approval of the Owner's elected representatives, unless otherwise required by Owner's Purchasing Policy. Each party may designate an authorized representative upon written notice to the other party.

15. **Equal Opportunity.** To the extent applicable hereto, Contractor will in the performance of this Agreement comply with The Fair Labor Standards Act of 1939 (29 U.S.C. 201-219); the Walsh-Healey Public Contracts Act (41 U.S.C. 35-45); the Contract Work Hours Standards Act-Overtime Compensation (40 U.S.C. 327-330); laws restraining the use of convict labor; Utilization of Small Business and Small Disadvantaged Business Concerns (Public Law 95-507); all other federal, state, and local laws; and all regulations and orders issued under any applicable law, including but not limited to, Title 41, Code of Federal Regulations, Part 60, Subsections 1.7 and 1.8 and shall, if applicable, submit a Certificate of Non-Segregated Facilities conforming to Title 48, CFR, Part 52, Subsection 222-21 before execution of this Agreement.

1) The Equal Employment Opportunity clause in Section 202 of Executive Order (E.O.) 11246, as amended, and the implementing rules and regulations (41 CFR Part 60) are incorporated herein by reference, unless this order is exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of E.O. of provisions of any superseding E.O. As used in this clause, "Contractor" means [Contractor Name].

2) The Affirmative Action for Handicapped Worker clause in Title 48, Code of Federal Regulations, Part 52, Subsection 222-36 and the implementing rules and regulations of the Department of Labor associated therewith are incorporated herein by reference unless this order is under $2,500,000. As used in said clause, "Contractor" means [Contractor Name].

3) The Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era clause of Title 48, Code of Federal Regulations, Part 52, Subsection 222-35 and the implementing rules and regulations of the Department of Labor associated therewith are incorporated herein by reference, unless this order is under $10,000. As used in said clause, "Contractor" means [Contractor Name] and "Contract" means this Agreement.

16. **Conflict of Interest.** None of the Owner’s elected representatives or its employees, shall be admitted to any share or part of this agreement, or to any benefit that may arise therefrom.
17. **Notice.** All written notices required to be given under this Agreement shall be hand delivered, or certified registered mail, return receipt requested, or verifiable electronic transmission to the parties at their respective addresses set forth in paragraph 14 above. Notice shall be deemed to be received upon actual receipt or three (3) days after mailing, whichever occurs first.

18. **Entire Agreement.** This Agreement and the attached Exhibits constitute the entire agreement and understanding of the parties with respect to the subject matter of this Agreement, and they supersede all previous or contemporaneous representations or agreements of the parties regarding the subject matter of this Agreement.

19. **Assignment.** This Agreement shall not be assignable by either party without the prior written consent of the other party. Subject to this limitation on assignment, this Agreement shall be binding upon and shall inure to the benefit of the parties' respective successors, agents and assigns.

20. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Utah. The parties hereby consent to the jurisdiction of the courts of the State of Utah, or the courts of the United States of America located in the State of Utah, as the case may be, as the sole forum for any litigation arising out of this Agreement.

21. **Arbitration.** Any difference, dispute, claim or controversy arising out of or relating to this Agreement shall be referred to and finally settled by arbitration in SOUTH WEBER CITY, Utah pursuant to the Commercial Arbitration Rules of the American Arbitration Association. The arbitration award shall be binding upon the parties and judgment on the award may be entered in any court of competent jurisdiction.

    vi. **Modification.** No modification of this Agreement shall be valid or binding, unless made in writing and signed by both parties.

vii. **Waiver.** Acceptance by either party of any performance less than that required by this Agreement shall not be deemed to be a waiver of that party's rights under this Agreement. No waiver of any provision of this Agreement shall be deemed to be a waiver of any other provision, nor shall any waiver constitute a continued waiver. Any waiver of any provision of this Agreement shall be in writing and shall be signed by the party waiving the provision.

viii. **No third-Party Beneficiaries.** This Agreement is solely between the parties and gives no rights or benefits to anyone other than the parties and has no third-party beneficiaries.

ix. **Severability.** The provisions of this Agreement are severable, and the invalidity or unenforceability of any provision of this Agreement shall not affect the validity or the enforceability of the remaining provisions.

x. **Attorneys' Fees.** In the event of a dispute over or relating to the terms of this Agreement, or any party's performance under this Agreement, the prevailing party in any proceeding brought in connection with the dispute shall be entitled to recover from the other party its costs, including reasonable attorneys' fees, whether incurred in arbitration or otherwise.

xi. **Certification of Eligibility.** Contractor certifies that neither the Contractor nor any of its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any program or project which is 100 percent of partially funded with state or federal funds.

IN WITNESS WHEREOF, the parties execute this Agreement on the day and year first written above:

SOUTH WEBER CITY CORPORATION

______________________________ Date: 6/24/2025

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Attest:

CONTRACTOR

See Next Page

______________________________ Date: ____________________

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SOUTH WEBER CITY CORPORATION

See previous Page

______________________ Date: ______________________

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Attest:

CONTRACTOR

______________________ Date: 6-10-25

President Lance King