



Sunset City Corporation

200 West 1300 North • Sunset City, Utah 84015 • 801-825-1628

Mayor:
Scott Wiggill
Council:
Nancy Smalling
Nakisha Rigley
Hope Thompson
Ricky Carlson
Sam Bartling

CITY COUNCIL AGENDA REGULAR MEETING

PUBLIC NOTICE IS HEREBY GIVEN that the Sunset City Council will hold a regular meeting at 6:30 p.m. on Tuesday, December 16, 2025 at the Sunset City Office Building, 200 West 1300 North, Sunset, Utah. Any information or items for the Council's consideration must be furnished at least ten (10) working days prior to the scheduled meeting to give the needed time to study the request. Agenda shall be as follows:

REGULAR SESSION

- A. CALL TO ORDER & WELCOME
- B. INVOCATION OR INSPIRATIONAL THOUGHT AND PLEDGE OF ALLEGIANCE by Council Member Thompson
- C. APPROVAL OF MINUTES – November 5, 2025 and November 18, 2025 and the Closed Session from November 18, 2025
- D. APPROVAL OF VOUCHERS – Becraft & Son's Construction in the amount of \$36,381.83 for the Horizontal Loop around the Traffic Pole on 250 West - UDOT
- E. PUBLIC COMMENTS

AGENDA ITEMS

- 1. Swear in and Give Oath of Office to Matthew Ulm, Police Officer
- 2. Swear in and Give Oath of Office to Brian Rosario, Police Officer
- 3. Discuss and Approve the Long-Term Storm Water Management Agreement for Sunset Mixed Use Development with Matt Carter
- 4. Mayor, Council and Department Head Reports
- 5. Adjourn

Possible closed meeting for reasons allowed by Utah State Code 52-4-205.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the Sunset City Offices, (801) 825-1628, at least three (3) working days prior to this meeting. Anchor location for electronic meetings by telephone device is 200 W 1300 N, Sunset UT 84015. With the adoption of Ordinance 1-6-3, the Council may participate per Electronic Meeting Rules. Please make arrangements in advance. Posted and e-mailed to local newspaper – December 12, 2025.

Nicole Supp, Recorder

**Sunset City Corporation
City Council Minutes
November 5, 2025
Page 1 of 7**

Minutes of a regular meeting held November 5, 2025 at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Mayor Wiggill presiding.

REGULAR SESSION

Mayor and Council Present:

Scott Wiggill	Mayor
Ricky Carlson	Council Member
Nancy Smalling	Council Member
Hope Thompson	Council Member

City Employees Present:

Recorder Supp	Recorder
Brett Jamison	Police Chief
Beau Fullmer	Public Works Ops Manager

Others Present:

Marcia Hamblin	Sunset
Robert Smalling	Sunset
Joseph Cook	Ascend Development
Henry De'Varona	Ascend Development

Excused:

Sam Bartling	Council Member
Nakisha Rigley	Council Member
Jason Monroe	Public Works Director

The regular session was called to order at 6:33 p.m. by Mayor Wiggill.

Council Member Smalling gave a prayer/inspirational thought and led the Pledge of Allegiance.

APPROVAL OF MINUTES: Council Member Thompson stated she had a question on the minutes. Recorder Supp asked which set of minutes was being referenced. Council Member Thompson explained that the concern was in the regular meeting minutes, not the special meeting minutes. She noted that the minutes stated that two Council Members voted yes, one voted no, and one did not vote. Recorder Supp responded that this was the concern Council Member Bartling had raised as well and asked if Council Member Thompson remembered which page it appeared on. Recorder Supp clarified that the actual vote had been three yes votes, one no vote, and one abstention, and therefore the motion had passed by majority. Council Member Thompson stated that this made sense but said that during training the Council had been taught that on a five-member body, four votes were needed for something to pass. Council Member Carlson responded that this requirement applied only to a closed meeting. Council Member Thompson thanked Council Member Carlson for the clarification.

Council Member Thompson made a motion to approve the meeting minutes from October 7, 2025 and October 20, 2025 as presented and Council Member Smalling seconded the motion.

The motion passed unanimously with Council Members Carlson, Smalling and Thompson voting yes.

Public Comments: There were none.

Regular Meeting

1. **Discuss and Approve Amendments to the Plat for Falcon Ridge Building #2:** Mayor Wiggill invited Joseph and Henry to present. Representative, Mr. Cook, explained that the master plan for all three building sites on the Falcon Ridge property had already been recorded. The current item was an “as-built” plat, meaning the surveyor had come in after the building was constructed and documented the exact locations of the condominium unit walls and the airspace purchasers would own. He described how pages two and three showed the locations of all units—101, 102, 103, and so forth through the fourth floor.

Council Member Thompson asked what amendment was being proposed.

Mr. Cook stated that the amendment added the individual condominium airspaces. The master plat showed only the building footprint, but condominium buyers owned the airspace from the unfinished sheetrock to the unfinished floor and ceiling, and the amendment documented that space for all 61 units.

Council Member Thompson stated she was confused. Mr. Cook clarified that the amendment applied only to Building No. 2 and defined each condominium’s airspace. He acknowledged that there were technical details involved. Mayor Wiggill commented that condominium owners could not remove walls or encroach into a neighbor’s unit.

Mayor Wiggill asked whether there were further questions for Mr. Cook and, hearing none, requested a motion.

Council Member Thompson made a motion to approve the Falcon Ridge Building #2 Plat Amendments and Council Member Carlson seconded the motion. The motion passed unanimously with Council Members Carlson, Smalling and Thompson voting yes.

2. **Discuss Terms for the Development Agreement for the Ascend Land Development Project:** Mr. Cook reviewed the prior discussion, explaining that the remaining unresolved issue was the length of the development agreement term. He said he was agreeable to a three-year term, but if they were unable to obtain construction financing despite reasonable efforts, he wanted an automatic extension for one year, potentially up to five years total. He described the difficulty of securing financing and the unpredictability of lenders.

Mayor Wiggill restated the request: a three-year term with a two-year buildout, plus a one-year extension if reasonable efforts failed to secure financing. Mr. Cook said they hoped for the ability to extend up to five years, beginning with three and adding time only if financing could not be obtained.

Mayor Wiggill invited questions.

Council Member Thompson noted that this approach appeared to place the Council back at the original timeframe previously discussed. Council Member Carlson noted that the issue was only if the developers encountered bank-related problems. Council Member Thompson agreed but reiterated that it resembled the prior request.

Mayor Wiggill clarified that the terms remained three years plus two to complete construction, with the one-year extension only if financing could not be secured. Mayor Wiggill emphasized that the earlier reference to four or five years was only an example and that the Council could determine the specific terms.

Council Member Smalling stated she wanted to ensure that the developers would pursue financing diligently.

Council Member Thompson stated that it felt like the discussion had returned to the original request—three years plus additional time if financing was not obtained—which seemed similar to the initial five-year request.

Mr. Cook asked why a five-year term was viewed negatively, given the significant investment developers had already made and the absence of harm to the City. He noted that water and sewer allocations were handled by other agencies, not the City.

Council Member Smalling expressed concern about a partially built structure if financing failed after construction began, especially given the location along Main Street.

Mr. Cook responded that partially completed construction was a separate issue from entitlement periods. He explained the risks developers already carried, the costs incurred, and the need for certainty while finalizing plans, bidding, and obtaining financing. Henry DeVarona addressed the concern about a half-built building, explaining that lenders would not finance only part of a structure; once financing was secured, it would cover the entire building.

Council Member Smalling noted that timely financing benefited the developers as well. Mr. Cook agreed, stating that developers only earned returns after bearing significant risk and securing financing, then successfully selling the completed units. Council Member Thompson asked what incentive the developers had to complete the project.

Mr. Cook explained that he purchased the property in October 2021, had experienced delays due to engineering reviews, and were motivated financially and practically to complete the project.

Mayor Wiggill summarized options for that evening: the Council could establish the terms—such as three years with a one-year extension upon demonstrated due diligence and a two-year build period—and approve those terms subject to legal counsel drafting the agreement.

Mr. Cook said the developers hoped for a three-and-two-year extension structure.

Mayor Wiggill asked for any final questions or comments from the Council or the developers.

Mr. Cook added that recent state law removed a City's ability to require a development agreement if a project complied with zoning and code, and therefore the developers hoped the City would agree to five years with two extensions.

Recorder Supp asked for clarification on the final terms and requested the statutory citation mentioned.

Mr. Cook provided the citation as Utah Code 10-9a-532 and stated that municipalities could not require development agreements as a condition of development if zoning requirements were met.

Henry DeVarona stated that even with the proposed changes, the developers would still need to diligently pursue financing.

Recorder Supp explained that she had brought the issue to the City Attorney because, in Recorder Supp's view, the BMU zone—written with input from these developers—required a development agreement. Recorder Supp stated that the City Attorney, after reviewing the applicable code and the project history, still believed a development agreement was necessary due to certain terms involved. Recorder Supp added that the City Attorney could be brought in electronically if needed.

Mayor Wiggill stated that the developers were missing the point, explaining that the City's legal team had reviewed the matter and determined that the project did not meet the statutory requirements referenced by the developers.

Mr. Cook responded that the civil engineer believed the project met those requirements.

Council Member Thompson asked if the City were grandfathering some items, the City would be grandfathering everything. She clarified that the City had discussed the old and new Form Base Code, noting that the project did not fall cleanly under the new code because it began under the old standards. Council Member Thompson asked if the City was applying the old rules, the City should apply all the statutes that were in effect at that time.

Mr. Cook stated that the statute being discussed was new and that the state had changed the law.

Mr. Cook said the state ombudsman had given a specific explanation but did not want to get further into legal analysis. He added that the developers hoped an agreement could be reached.

Mayor Wiggill stated that the legal questions could lead into a separate, larger issue. Mayor Wiggill said that if the Council could reach an agreement that night, the City could avoid that broader conflict. Mayor Wiggill asked whether the Council supported the earlier example: a three-year term with a one-year extension (“bump”) if, after due diligence, the developers still could not obtain financing, along with a two-year build-out period. Mayor Wiggill asked whether anyone wanted to expand on those terms.

Council Member Carlson stated support and noted that the inclusion of “due diligence” was important. If due diligence could be demonstrated, then the extension could be granted.

Mayor Wiggill asked whether there were any other questions, concerns, or proposed time changes.

Council Member Thompson reviewed the code mentioned by Mr. Cook and stated she reviewed legal documents multiple times to ensure understanding.

Mayor Wiggill asked if there were further concerns. Mayor Wiggill reiterated the terms—three years with a one-year extension and a two-year build-out—and asked if the Council was prepared for a motion.

3. **Approve Development Agreement for the Ascend Land Development Project Based on Discussion and Changes from Agenda Item #2:** Recorder Supp clarified the terms again: three years, one one-year extension, due diligence requirement, and a two-year build-out period. Recorder Supp asked if those were the terms being agreed upon.

Council Member Thompson stated that the developers wanted two one-year extensions.

Mayor Wiggill stated that the Council was offering one one-year extension and asked whether the developers would accept that if it could be approved. Mr. Cook stated that he could accept those terms and that it was essentially the same structure they had discussed previously.

Council Member Carlson made a motion to approve the Development Agreement with the terms outlined in item #2 and Council Member Smalling seconded the motion. The motion passed with majority by a roll call vote with Council Members Carlson and Smalling voting yes and Council Member Thompson voting no.

4. **Mayor, Council and Department Head Reports:** Council Member Carlson shared that he had spent time speaking with Recorder Supp about the work involved in preparing minutes and expressed appreciation for Recorder Supp’s efforts.

Council Member Thompson explained that several government meetings had been postponed for RAB and MIDA. Her UTA meeting was next week. Council Member Carlson asked about a “new plume” in Sunset. Council Member Thompson noted that she could share some information from a committee meeting, but it was incomplete and would share once she had her next meeting. She expressed excitement for the upcoming

Bingo Night/ food drive/warm clothing drive. Council Member Thompson encouraged residents to join the Citizens Police Academy, describing it as an amazing opportunity.

Council Member Smalling first thanked those who participated in the election that year, including voters and candidates. She expressed hope that those who were not elected would consider running again in the future, noting the value of civic engagement and the challenge of making difficult decisions, as the Council had done that night. Council Member Smalling also spoke about the Candy Crawl event on the 24th, describing it as highly attended and very enjoyable. She noted that attendees from other cities had come and that it showcased Sunset well. Council Member Smalling hoped the City could host similar events again. Council Member Smalling reported attending the Mosquito Abatement conference in Park City, where she learned about different spraying methods, including drones, vehicle spraying, and plane spraying. She stated that the best technique depended on the terrain. Council Member Smalling also shared information about positive test pools for West Nile virus found in small backyard items, including a child's overturned toy shovel. She reminded residents to empty standing water and noted that Davis County had two West Nile-related deaths that year. Council Member Smalling expressed excitement for the upcoming Veterans Program on the 15th, noting it was the 50th anniversary of the end of the Vietnam War and that the groundbreaking event for the Agent Orange monument would occur the same day after the Veterans Program. The invitations had been mailed and sent. She thanked Recorder Supp and staff for helping with them.

Mayor Wiggill noted that the public works director was excused but Operations Manager, Beau Fullmer, was present. Mayor Wiggill invited Ops Manager Fullmer to speak. Ops Manager Fullmer stated there was nothing new to report but offered to coordinate with Council Member Smalling regarding preparations for the Veterans Program. Council Member Smalling stated she would connect him with the correct person in charge of that portion of the event. She noted the hope to have a ceremonial pile of dirt ready for the groundbreaking but acknowledged logistical factors.

Chief Jamison had nothing to report.

Mayor Wiggill asked when overnight parking restrictions would begin? Chief Jamison responded that overnight parking would not be allowed beginning November 15. Mayor Wiggill thanked Chief Jamison and noted that the City would share that information on social media.

Recorder Supp reported that Administrative Assistant/Court Clerk, Robyn Scroggs, had submitted notice and would be moving back to Alabama to be with family after her spouse's retirement. Recorder Supp explained that the position had been posted during the week of Halloween, that numerous interviews had been conducted, and that second interviews would take place on Monday. Recorder Supp noted that the position was a court clerk/administrative assistant role and that the judge wished to participate in the second-round interviews.

Mayor Wiggill noted that the City had received a surprising number of applications. Recorder Supp stated there were around fifteen or sixteen applicants. Mayor Wiggill stated that the first-round interviews had produced several strong candidates and that staff were now working to narrow them for the second round. Mayor Wiggill expressed confidence in staff's process and the quality of the applicants.

Mayor Wiggill expressed appreciation for the Candy Crawl event, he thanked all department heads for ensuring employee participation, stating that the event had been extremely successful. Mayor Wiggill praised the Council Members and administrative staff for attending in costume and contributing to a fun, positive event. Mayor Wiggill gave additional recognition to Recorder Supp and staff for organizing donations, planning, and coordinating event operations. Mayor Wiggill expressed appreciation for the photo opportunities and equipment displays for the children that made the event memorable.

Mayor Wiggill then spoke about the recent election, acknowledging the efforts of all candidates, including those who ran for Mayoral seat and Council seats. Mayor Wiggill noted the personal and financial commitment required of candidates and shared appreciation for their participation. Mayor Wiggill expressed gratitude to the residents of Sunset for voting and stated excitement for the upcoming four years and the opportunity to work with what he believed would be a strong team.

Mayor Wiggill concluded with remarks about the North Davis Fire District. Mayor Wiggill said the department responded to 45 calls in the past month, including fires and numerous lift-assist calls for residents who needed help standing or moving. Mayor Wiggill emphasized the importance of these services for elderly residents and expressed appreciation for both the fire department and police department.

Council Member Smalling made a motion to adjourn and Council Member Carlson seconded the motion. The motion passed unanimously with Council Members Carlson, Smalling and Thompson voting yes.

The Regular meeting adjourned at 7:10 p.m.

Approved – December 2, 2025

Scott Wiggill, Mayor

Nicole Supp, Recorder

**Sunset City Corporation
City Council Minutes
November 18, 2025
Page 1 of 7**

Minutes of a regular meeting held November 18, 2025 at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Mayor Wiggill presiding.

REGULAR SESSION

Mayor and Council Present:

Scott Wiggill	Mayor
Sam Bartling	Council Member
Ricky Carlson	Council Member
Nakisha Rigley	Council Member
Nancy Smalling	Council Member
Hope Thompson	Council Member

City Employees Present:

Recorder Supp	Recorder
Beau Fullmer	Public Works Ops Manager
Mark Becraft	North Davis Fire District Chief

Others Present:

Katherine Hunter	Sunset
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Excused:

Brett Jamison	Police Chief
Jason Monroe	Public Works Director

The regular session was called to order at 6:33 p.m. by Mayor Wiggill.

Council Member Bartling gave a prayer/inspirational thought and led the Pledge of Allegiance.

APPROVAL OF VOUCHERS: Mayor Wiggill asked if there were any questions or concerns about the voucher. Council Member Thompson stated that during the last meeting the Council approved one installation for Premier Installation, and before that they had done another. She noted that the City had completed two Durango's and had now approved three installations. Recorder Supp commented that she believed it had been one car and one installation together and one for the car by itself. This voucher would be the installation to the previous car that was by itself.

Council Member Thompson clarified that the car had been by itself, the installation had then been by itself, and the combination had been done last time. She asked how many installations were actually occurring.

Mayor Wiggill explained that this invoice was for the most recent Durango the City had purchased. That vehicle had been delivered, and the voucher had been submitted a couple of meetings earlier. This voucher was for the installation of the gear for that Durango. Council Member Thompson acknowledged that she might be misremembering and hoped someone else had checked, adding that it felt like there had been three installations and two Durango's.

Recorder Supp checked the prior agendas and stated that there had been one installation and one Durango on the 21st and that only the vehicle had been considered on the 7th, and that this appeared to make it two and two.

Mayor Wiggill thanked Recorder Supp and asked whether there were any further questions or concerns. Mayor Wiggill noted they wished the Chief Jamison had been present to help clarify. Before the motion was made, Chief Becraft explained that every vehicle purchased in the fire district went through Premier Installation. He described that the cost could reflect various equipment, such as upgraded sirens, bed covers, logos, and other accessories. Premier Installation was treated as a standard line item for nearly every vehicle purchased.

Council Member Rigley made a motion to approve the voucher for Premier Installation and Council Member Carlson seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

APPROVAL OF MINUTES: Council Member Rigley made a motion to approve the meeting minutes from October 21, 2025 as presented and Council Member Smalling seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

Public Comments: There were none.

PUBLIC HEARING: Council Member Bartling made a motion to go into a Public Hearing and Council Member Thompson seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

G. To Solicit Input from Sunset City Residents to Remove Chapter 12 Internal Accessory Dwelling Units from Title 10 of the Sunset City Municipal Code: Mayor Wiggill then asked Council Member Carlson if he had any information from the Planning Commission meetings to share. Council Member Carlson explained that there had been extensive discussion on the matter. He stated that the Commission agreed that external accessory dwelling units were acceptable, but internal accessory dwelling units were not appropriate for the City.

There were no Comments.

H. To Solicit Input from Sunset City Residents to Add Chapter 12 Accessory Dwelling Units to Title 10 of the Sunset City Municipal Code: Council Member Carlson stated that the Planning Commission had reviewed the matter extensively, and their recommendation was to add Chapter 12 to the code.

There were no Comments.

Council Member Smalling made a motion to go out of the Public Hearing and Council Member Bartling seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

Regular Meeting

1. **Discuss and Approve Ordinance 2025-04 Repealing Sunset City Code Section 10-12-1 Entitled Internal Accessory Dwelling Units:** Mayor Wiggill asked Council Member Carlson and Council Member Bartling if they wished to comment for further. Council Member Carlson stated he had nothing more to share. Council Member Bartling said he had nothing further to add, noting the Planning Commission had done the work to prepare the material.

Council Member Smalling made a motion to approve Ordinance 2025-04 and Council Member Rigley seconded the motion. The motion passed with a roll call vote with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

2. **Discuss and Approve Ordinance 2025-05 Adopting Chapter 12 Accessory Dwelling Units to Title 10: Zoning Regulations:** Mayor Wiggill asked if Council Member Carlson or Council Member Bartling had any comments. Neither had further comments.

Council Member Rigley made a motion to approve Ordinance 2025-05 and Council Member Carlson seconded the motion. The motion passed with a roll call vote with Council Members Bartling, Carlson, Rigley and Smalling voting yes and Council Member Thompson voting no.

3. **Discuss and Approve Resolution 2025-19 Sunset City Council Acting as the Board of Canvassers Certifying the Results of the November 4, 2025 Municipal General Election:** Recorder Supp shared that Sunset City had 2,265 registered voters. A total of 731 ballots were cast, for a voter turnout of 32.27%. For the seat of Mayor, Scott S. Wiggill received 403 votes and Sam Bartling received 318 votes. For the Sunset City Council seats, Nancy Greco Smalling received 419 votes; Catherine R. Hunter received 417 votes; Cornell Wilkes Thomas received 323 votes; and Ronald Fish Wilson received 181 votes. Recorder Supp thanked the Council, stating that this had been her first full election process.

Council Member Rigley made a motion to approve Resolution 2025-19 and Council Member Carlson seconded the motion. The motion passed with a roll call vote with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

4. **Mayor, Council and Department Head Reports:** Mayor Wiggill began with Public Works, he asked Ops Manager Beau Fullmer if he had anything to report. He did not. Mayor Wiggill asked whether a new employee had been hired that week and it was confirmed yes, his name was Tyson.

Mayor Wiggill also mentioned having worked recently with another new hire from Public Works who had performed extremely well and offered appreciation for that effort. Mayor Wiggill asked if anyone had questions for Public Works.

Council Member Bartling asked whether sidewalk repairs would begin in December. Ops Manager Fullmer did not know and suggested getting with Director Monroe for an explanation. Mayor Wiggill informed he had some insight to share on this matter. Roughly 1,400 items had been identified for repair and about 47 for replacement. The

company handling the work expected to begin sometime in December and would start with priority areas identified by Director Monroe.

Council Member Thompson asked if Public Works staff would complete the work. Mayor Wiggill explained it would be done by a separate company.

There was brief discussion among Mayor Wiggill and staff about the extensive mapping involved and the criteria used for determining repair needs.

Council Member Carlson asked when asphalt would be poured on 250 West where a water main break had occurred. Ops Manager Fullmer explained that the work should begin the next morning, depending on asphalt availability. He discussed asphalt plant schedules and temperature limitations, noting that colder temperatures required switching to cold patch.

Fire Chief Becraft stated that call volume was normal but increasing, with 36 medical calls and 9 fire-related calls in the previous month. He reported no working structure fires. Fire Chief Becraft also noted two retirements: Darrin Coleman with 38 years with the district and Harold Weekes, an employee of 37 years. Promotions included a new battalion chief and a new captain. The district had hired 2 full-time and 2 part-time staff and had three individuals in paramedic school. The district was preparing for its fiscal audit, and board appointments would be reviewed in January. Fire Chief Becraft also shared information about the delivery of a new 107-foot ladder truck scheduled for August of the next year.

Council Member Smalling asked to confirm who had retired, and Fire Chief Becraft provided the names. He informed Council this year would be his 40th year with the district. Mayor Wiggill thanked the Chief for the update.

Council Member Bartling reported that he had been reviewing emergency preparedness materials to prepare for his transition out of Council, and noted that many items dated back to 1996 or earlier. He was working on identifying updated materials and training. Council Member Bartling also commented that the Veterans Day program appeared to have been a success even though he couldn't attend and thanked Council Member Smalling for organizing it.

Council Member Rigley said she had the opportunity to attend the Veterans program, which she described as an awesome event. She noted that it was exciting to see the City featured in the news for the video of the Agent Orange Memorial dedication. Council Member Rigley complimented the work done by Council Member Smalling, particularly Hannah Turk from the Agent Orange Foundation, along with all of the organizations involved. She felt the event had been very well put together.

Council Member Rigley explained she had missed the previous Council meeting because of the Wasatch Integrated board meeting was scheduled close to the same time. She shared that there was not much news to report, but Preston Lee, the new executive

director, was doing a great job. She mentioned hearing that Mr. Lee had better communication with Layton City and that they might not leave the district after all. Council Member Rigley added that the board's Christmas party would be held at the Timbermine and described it as a fun event that included an ugly sweater contest.

Council Member Rigley said she was working on preparations for the bingo night tied to the food and winter clothing drive. She had seen the donation box downstairs and hoped it would fill up. She planned to use the boxes for the bingo night donations and reported that she had already ordered around fourteen or fifteen prizes. Council Member Rigley explained that, for snacks, she intended to keep things simple and cost-effective by purchasing donut holes from Walmart and arranging them on platters, along with hot chocolate. She stated she had submitted a work order to have the room set up similarly to the Veterans program because she liked the table arrangement and felt it allowed everyone to be seen while calling bingo. Council Member Thompson was planning to call numbers but that there would be plenty of opportunities for others to help as well. She encouraged any Council Member available to attend so they could assist with handing out bingo cards as people brought donations.

Council Member Rigley said the electronic bingo app used last year had worked well, displaying numbers on the screen and making the process easier than calling numbers manually. She noted that chairs or tables might need to be moved to ensure the screen was visible. The preparations were nearly complete and she planned to create a children's corner like the previous year. Council Member Rigley explained her goal of keeping one bingo card per person to keep things fair and manageable, especially since young children might not follow along with multiple cards.

Council Member Rigley said they hoped to collect enough donations to fill the City's blessing box and suggested that any surplus non-perishable food could be stored for future use or donated to Open Doors. She expressed support for keeping donations within Sunset when possible. Mayor Wiggill stated that they regularly contributed to the blessing box and had noticed it was sometimes low. He agreed that storing items to refill it as needed would be helpful.

Council Member Smalling shared that the weekend's Veterans Day events had gone very well and had been a great moment for Sunset City. She mentioned that the news had covered the event, including the Agent Orange groundbreaking, and said turnout had been strong—even to the point that some people had to watch from outside. Council Member Smalling described it as nerve-wracking but ultimately successful event. She reported the Agent Orange monument was moving forward and that the site excavation had already begun. Council Member Smalling noted how meaningful the project was, particularly for individuals like Larry Kerr, who had worked hard to make the monument a reality despite health challenges. She said Sunset City should feel honored to host the monument in its park. Council Member Smalling thanked City staff, Public Works, the office team, and Council Members for supporting the event. She expressed pride in how everything had turned out and in being part of the community.

Council Member Thompson said she planned to continue the Christmas decoration contest for homes this year, but hoped to switch to a nomination-based process rather than the Council selecting winners directly. She said this approach had worked well for Halloween and reduced concerns about favoritism on social media. Council Member Thompson reported that now that the federal government had reopened, the RAB meeting would likely be held at the end of the month, with the MIDA meeting planned for early December. She stated that six companies had already submitted proposals for land on top of 1800, including one proposing another gas station across from Maverik. She added that Maverik planned to submit its own proposal as well.

Council Member Carlson said they had also attended the Veterans event and the Agent Orange groundbreaking. He said the programs was emotional and he appreciated talking with the Veterans in attendance. He praised the individual who played Taps, describing them as sharp and well-suited for the role. Council Member Carlson stated he had watched the news coverage and noted that Hannah Turk had received positive recognition for speaking about her father and Agent Orange. Council Member Carlson congratulated Scott Wiggill, Nancy Smalling, and Katherine Hunter as the Council reviewed the election numbers that evening. He noted that the North Davis Fire board meeting would be held on Thursday and that more information would follow.

Recorder Supp reported that the City was very close to transitioning utility bills from postcards to mailed statements. She said there had been recurring issues with raw data that placed information in the wrong fields, but she was working with Caselle and Freedom Mailing to resolve it. She expressed confidence that the transition would be ready by January.

Council Member Carlson asked whether information was displaying incorrectly. Recorder Supp clarified that missing numbers needed to be added, but otherwise the layout looked good. Recorder Supp noted that the new bill format included a large box that would allow the City to include messages and event information. Council Member Thompson questioned the amount paid for the mailing services. Recorder Supp stated she could not remember the exact amount but thought it was around \$12,000 - \$13,000.

Recorder Supp confirmed that the City could not send postcards anymore due to privacy concerns and that the privacy auditor had advised the City to make the change as soon as possible.

Mayor Wiggill added that employee time required for printing and preparing postcards also had to be considered. He noted that the new system would be faster, safer, and compliant with new requirements.

Council members discussed the cost differences between postcards and mailed bills. Recorder Supp said she believed the budgeted amount was around \$13,000 per year but would need to verify the exact figure.

Recorder Supp then announced that the City's new employee, Katie Lasceter, would begin on December 1. Mayor Wiggill shared that he had observed the interview process and were impressed by the number of applicants—sixteen in total—which he felt spoke highly of Sunset City as a place to work. Mayor Wiggill said he had reviewed the test bill with Recorder Supp earlier that day and believed the improvements looked excellent. He reiterated that the new bills would allow for important City information to be shared more easily.

Mayor Wiggill said he was excited for the upcoming bingo event and encouraged checking through the available supplies downstairs. He also emphasized the importance of getting donations distributed promptly. Mayor Wiggill expressed pride in the Veterans Program turnout and appreciation for the stories shared by attendees. He noted that the Agent Orange committee had been great to work with and credited Hannah Turk for her coordination. He estimated that approximately 250 people had attended the combined events, which ended with standing room only. Mayor Wiggill praised the event's speaker, Captain Chambers, for delivering a powerful message.

Mayor Wiggill thanked Nancy for her work, expressed enthusiasm for bingo night, and congratulated the newly elected Council Members. He also thanked Council Member Bartling for his service.

Mayor Wiggill announced that the Council would move into a brief closed session at the end of the meeting. He said a short recess would be taken before starting to allow time for socializing.

Council Member Rigley made a motion to take a short break and then move into a Closed Session at 7:14 p.m. and Council Member Bartling seconded the motion. The motion passed unanimously with Council Members Bartling, Carlson, Rigley, Smalling and Thompson voting yes.

Council Member Smalling made a motion to adjourn and Council Member Carlson seconded the motion. The motion passed unanimously with Council Members Carlson, Smalling and Thompson voting yes.

The Regular meeting adjourned at 7:40 p.m.

Approved – December 2, 2025

Scott Wiggill, Mayor

Nicole Supp, Recorder

FINAL PAYMENT REQUEST

PROJECT:

Horizontal Loop around Traffic Light Pole at 250 West
Sunset City

DATE:

11 December 2025

CONTRACTOR:

Becraft & Sons Construction LLC
6006 South 7100 West
Hooper, Utah 84315

CONSTRUCTION BID ITEMS - BID ITEM QUANTITIES AND BID AMOUNTS					WORK COMPLETED PERIOD 1		TOTAL WORK COMPLETED TO DATE		
No.	Item	Quantity	Unit	Unit Price	Total Bid Amount	Quantity	Amount	Quantity	Amount
1.	Mobilization.	1	ls.	\$2,500.00	\$2,500.00	1.00	\$2,500.00	1.00	\$2,500.00
2.	Furnish and install 10-inch diameter culinary waterline, C-900 PVC DR-18.	100	lf.	\$261.22	\$26,122.00	100.00	\$26,122.00	100.00	\$26,122.00
3.	Furnish and install 10-inch 45-degree bend.	4	ea.	\$851.78	\$3,407.12	4.00	\$3,407.12	4.00	\$3,407.12
4.	Furnish and install 10-inch coupler.	1	ea.	\$1,228.57	\$1,228.57	1.00	\$1,228.57	1.00	\$1,228.57
5.	Hauling import.	1	ea.	\$1,000.00	\$1,000.00	1.00	\$1,000.00	1.00	\$1,000.00
6.	Pressure test.	1	ea.	\$1,250.00	\$1,250.00	1.00	\$1,250.00	1.00	\$1,250.00
7.	Furnish and install clean pipe bedding.	51	ton	\$17.14	\$874.14	51.00	\$874.14	51.00	\$874.14
PAYMENT REQUESTED - FINAL PAYMENT REQUEST					\$36,381.83	\$36,381.83		\$36,381.83	

FINAL PAYMENT REQUEST - SUMMARY

PROJECT:

Horizontal Loop around Traffic Light Pole at 250 West
Sunset City

DATE:

11 December 2025

CONTRACT PROPOSAL AMOUNT (BID):

CONTRACTOR:

Becraft & Sons Construction LLC
6006 South 7100 West
Hooper, Utah 84315

CONTRACT PROPOSAL TOTAL:

BID AMOUNT	DAYS PROVIDED FOR CONSTRUCTION
\$36,381.83	days
\$36,381.83	30

CONSTRUCTION PERIOD		TOTAL DAYS (USED TO DATE)		AMOUNT OF WORK COMPLETED (TO DATE)	PAYMENT REQUESTS / PREVIOUS PAYMENTS		
BEGIN PERIOD (DATE)	END PERIOD (DATE)				Request #	Date	Amount
Work completed for Payment:							
Final Payment Request	11/21/2025 - 12/11/2025	20		\$36,381.83			
Total Construction Work Completed to Date:						Previous Payment Total:	\$0.00
Contractors Funds to be Retained (0%):						Percentage (%) of Construction Work (Completed)	100%
Previous Payments (Paid to Contractor):							
						Percentage (%) of Construction Days (Used)	67%
AMOUNT RECOMMENDED FOR PAYMENT				\$36,381.83			

I have checked and verified the "PAYMENT REQUEST" and "PAYMENT SUMMARY" and, to the best of my knowledge and belief, the amount claimed and requested is a true and a correct statement of the dollar amount due to the contractor for work performed by said Contractor.

CEC, CIVIL ENGINEERING CONSULTANTS, PLLC.

Requested by:

DocuSigned by:

Contractor

03A0F1E9A2D6470...

12/12/2025

Date: _____

Approved by:

City Engineer

R. Todd Freeman

Date: 12/12/2025

Approved by:

Sunset City

Date: _____

When recorded, mail to:

Affects Parcel No(s): 14-069-0049, 14-069-0052

LONG-TERM STORMWATER MANAGEMENT AGREEMENT

This Long-Term Stormwater Management Agreement ("Agreement") is made and entered into this 16th day of December, 2025, by and between Sunset City, a Utah municipal corporation ("City"), and Ty Gwyn Family, a LP, a Utah limited partnership, ("Ty Gwyn") ("Owner").

RECITALS

WHEREAS, the City is authorized and required to regulate and control the disposition of storm and surface waters within the MS4, as set forth in the Sunset City Stormwater Ordinance, as amended ("Ordinance"), adopted pursuant to the Utah Water Quality Act, as set forth in *Utah Code Ann. §§ 19-5-101, et seq.*, as amended ("Act"); and

WHEREAS, the Owner hereby represents and acknowledges that it is the owner in fee simple of certain real property more particularly described in Exhibit "A," attached hereto and incorporated herein by this reference ("Property"); and

WHEREAS, the Owner desires to build or develop the Property and/or to conduct certain regulated construction activities on the Property which will alter existing storm and surface water conditions on the Property and/or adjacent lands; and

WHEREAS, in order to accommodate and regulate these anticipated changes in existing storm and surface water flow conditions, the Owner is required to build and maintain at Owner's expense a storm and surface water management facility or improvements ("Stormwater Facilities"); and

WHEREAS, the Stormwater Facilities are more particularly described and shown in the final site plan or subdivision approved for the Property and related engineering drawings, and any amendments thereto, which plans and drawings are on file with the City and are hereby incorporated herein by this reference ("Development Plan"); and

WHEREAS, summary description of all Stormwater Facilities, details and all appurtenance draining to and affecting the Stormwater Facilities and establishing the standard operation and routine maintenance procedures for the Stormwater Facilities, and control measures installed on the Property, ("Long Term Stormwater Management Plan") more particularly shown in Exhibit "B" on file with the City Recorder and,

WHEREAS, a condition of Development Plan approval, and as required as part of the City's Small MS4 UPDES General Permit from the State of Utah, Owner is required to enter into this Agreement establishing a means of documenting the execution of the Long Term Stormwater Management Plan and,

NOW, THEREFORE, in consideration of the benefits received and to be received by the Owner, its successors and assigns, as a result of the City's approval of the Long Term Stormwater Management Plan, and the mutual covenants contained herein, the parties agree as follows:

Section 1

Construction of Stormwater Facilities. The Owner shall, at its sole cost and expense, construct the Stormwater Facilities in accordance with the Development Plans and specifications, and any amendments thereto which have been approved by the City.

Section 2

Maintenance of Stormwater Facilities. The Owner shall, at its sole cost and expense, adequately maintain the Stormwater Facilities. Owner's maintenance obligations shall include all system and appurtenance built to convey stormwater, as well as all structures, improvements, and vegetation provided to control the quantity and quality of the stormwater. Adequate maintenance, for purposes of this Agreement, is defined as good working condition so that the Stormwater Facilities are performing their design functions. The Owner shall, at its sole cost and expense, perform all work necessary to keep the Stormwater Facilities in good working condition.

Section 3

Annual Maintenance Report of Stormwater Facilities. The Owner shall, at its sole cost and expense, inspect the Stormwater Facilities and submit an inspection report and certification to the MS4 annually. The purpose of the inspection and certification is to assure safe and proper functioning of the Stormwater Facilities. The annual inspection shall cover all aspects of the Stormwater Facilities, including, but not limited to, the parking lots, structural improvements, berms, channels, outlet structure, pond areas, access roads, vegetation, landscaping, etc. Deficiencies shall be noted in the inspection report. The report shall also contain a certification as to whether adequate maintenance has been performed and whether the structural controls are operating as designed to protect water quality. The annual inspection report and certification shall be due by June 30th of each year and shall be on forms acceptable to the City.

Section 4

City Oversight Inspection Authority. The Owner hereby grants permission to the City, its authorized agents and employees, to enter upon the Property and to inspect the Stormwater Facilities upon reasonable notice not less than three business days to the Owner. Such inspections shall be conducted in a reasonable manner and at reasonable times, as determined appropriate by the City. The purpose of the inspection shall be to determine and ensure that the Stormwater Facilities are being adequately maintained, are continuing to perform in an adequate manner, and are in compliance with the Act, the Ordinance, and the Stormwater Facilities Maintenance Plan.

Section 5

Notice of Deficiencies. If the City finds that the Stormwater Facilities contain any defects or are not being maintained adequately, the City shall send Owner written notice of the defects or deficiencies and provide Owner with a reasonable time, but not less than sixty (60) days, to cure such defects or deficiencies. Such notice shall be confirmed delivery to the Owner or sent certified mail to the Owner at the address listed on the County Tax Assessor.

Section 6

Owner to Make Repairs. The Owner shall, at its sole cost and expense, make such repairs, changes or modifications to the Stormwater Facilities as may be determined as reasonably necessary by the City within the required cure period to ensure that the Stormwater Facilities are adequately maintained and continue to operate as designed and approved.

Section 7

City's Corrective Action Authority. In the event the Owner fails to adequately maintain the Stormwater Facilities in good working condition acceptable to the City, after due notice of deficiencies as provided in Section 5 and failure to cure, then, upon Owner's failure to cure or correct within thirty days following a second notice delivered to Owner, the City may issue a Citation punishable as a Misdemeanor in addition to any State or EPA fine. The City may also give written notice that the facility storm drain connection will be disconnected. Any damage resulting from the disconnection is subject to the foregoing cure periods. It is expressly understood and agreed that the City is under no obligation to maintain or repair the Stormwater Facilities, and in no event shall this Agreement be construed to impose any such obligation on the City. The actions described in this Section are in addition to and not in lieu of any and all equitable remedies available to the City as provided by law for Owner's failure to remedy deficiencies or any other failure to perform under the terms and conditions of this Agreement.

Section 8

Reimbursement of Costs. In the event the City, pursuant to this Agreement, incurs any costs, or expends any funds resulting from enforcement or cost for labor, use of equipment, supplies, materials, and the like related to storm drain disconnection from the City system, the Owner shall reimburse the City upon demand, within thirty (30)

days of receipt thereof for all actual costs incurred by the City. After said thirty (30) days, such amount shall be deemed delinquent and shall be subject to interest at the rate of ten percent (10%) per annum. Owner shall also be liable for any collection costs, including attorneys' fees and court costs, incurred by the City in collection of delinquent payments.

Section 9

Successor and Assigns. This Agreement shall be recorded in the County Recorder's Office and the covenants and agreements contained herein shall run with the land and whenever the Property shall be held, sold, conveyed or otherwise transferred, it shall be subject to the covenants, stipulations, agreements and provisions of this Agreement which shall apply to, bind and be obligatory upon the Owner hereto, its successors and assigns, and shall bind all present and subsequent owners of the Property described herein.

Section 10

Severability Clause. The provisions of this Agreement shall be severable and if any phrase, clause, sentence or provision is declared unconstitutional, or the applicability thereof to the Owner, its successors and assigns, is held invalid, the remainder of this Covenant shall not be affected thereby.

Section 11

Utah Law and Venue. This Agreement shall be interpreted under the laws of the State of Utah. Any and all suits for any claims or for any and every breach or dispute arising out of this Agreement shall be maintained in the appropriate court of competent jurisdiction in Salt Lake County, Utah.

Section 12

Indemnification. This Agreement imposes no liability of any kind whatsoever on the City, and the Owner agrees to hold the City harmless from any liability in the event the Stormwater Facilities fail to operate properly. The Owner shall indemnify and hold the City harmless for any and all damages, accidents, casualties, occurrences, or claims which might arise or be asserted against the City from failure of Owner to comply with its obligations under this agreement relating to the Stormwater Facilities.

Section 13

Amendments. This Agreement shall not be modified except by written instrument executed by the City and the Owner of the Property at the time of modification, and no modification shall be effective until recorded in the Salt Lake County Recorder's Office.

Section 14

Subordination Requirement. If there is a lien, trust deed or other property interest recorded against the Property, the trustee, lien holder, etc., shall be required to execute a subordination agreement or other acceptable recorded document agreeing to subordinate their interest to the Agreement.

Section 15

Exhibit B. The Long-Term Stormwater Management Plan (LTSWMP) must adapt to change in good judgment when site conditions and operations change and when existing programs are ineffective. Exhibit B will not be filed with the agreement at County Recorder but is included by reference and kept on file with the City Recorder. Revision applications must be filed with the City of Sunset and amended into the LTSWMP on file with the Sunset City recorder.

LONG-TERM STORMWATER MANAGEMENT PLAN AGREEMENT

SO AGREED this _____ day of _____, 20____.

PROPERTY OWNER

By: _____ Title: _____

By: _____ Title: _____

STATE OF UTAH _____)

:ss.

COUNTY OF _____)

The above instrument was acknowledged before me by _____, this _____ day of _____, 20____.

Notary Public

Residing in: _____

My commission expires: _____

Sunset CITY

By: _____ Date: _____

Mayor _____

Attest: _____

City Recorder

STATE OF UTAH _____)

:ss.

COUNTY OF _____)

The above instrument was acknowledged before me by _____, this _____ day of _____, 20____.

Notary Public

Residing in: _____

My commission expires: _____ LTSWMP _____

Attachments:

Exhibit A: Legal Description

Exhibit B: Long-Term Stormwater Management Plan; Filed with Sunset City
Recorder

LONG-TERM STORMWATER MANAGEMENT PLAN AND AGREEMENT

Project:

Sunset Mixed-Use Development

325 West 1300 North

Sunset, Utah 84015

Project Number: 13659

Prepared For:

Matt Carter

4325 South Bountiful Blvd

Bountiful, Utah 84010

Date:

December 2025

Prepared By:

Ike Buckley, P.E.

Reviewed By:

Kevin Simmons, P.E.

ENSIGN
THE STANDARD IN ENGINEERING

Ensign Engineering

919 North 400 West

Layton, Utah 84041

P: (801) 547-1100

F: (801) 255-4449

ensigneng.com

EXHIBIT A

PHASE 1 DESCRIPTION

A parcel of land, being a portion of those parcels described in a certain Warranty Deed recorded as Entry No. 3456954 in the Davis County Recorder's Office, more specifically all of Parcel 1 and a portion of Parcel 2, situate in the Northeast Quarter of Section 35, Township 5 North, Range 2 West, Salt Lake Base and Meridian, said parcel also located in Sunset City, Davis County, Utah. Being more particularly described as follows:

Beginning at a point on the southerly right of way line of 1300 North Street, said point being North 89°55'22" West 1617.99 feet along the Section Line (NAD83 Bearing being North 89°34'59" West between the Northeast Corner and the North Quarter Corner of said Section 35 per the Davis County Township Reference Plats) and South 0°04'38" West 33.00 feet from the Northeast Corner of said Section 35 and running thence:

South 00°04'18" West 6.63 feet;

thence North 89°55'42" West 4.12 feet;

thence South 00°42'52" East 106.41 feet;

thence South 89°17'08" West 30.50 feet;

thence northwesterly 15.56 feet along the arc of a 10.00-foot radius non-tangent curve to the left (center bears South 89°14'45" West and the long chord bears North 45°20'17" West 14.04 feet with a central angle of 89°10'06");

thence North 89°55'22" West 94.66 feet;

thence South 00°04'38" West 60.68 feet;

thence South 89°55'22" East 9.73 feet;

thence South 00°11'20" East 31.00 feet;

thence South 05°22'52" East 5.53 feet;

thence South 00°11'20" East 162.62 feet;

thence South 65°48'25" West 49.12 feet;

thence South 24°11'35" East 61.40 feet;

thence easterly 10.07 feet along the arc of a 28.00-foot radius non-tangent curve to the left (center bears North 03°35'48" West and the long chord bears North 76°06'18" East 10.01 feet with a central angle of 20°35'46");

thence South 24°11'35" East 13.00 feet;

thence South 65°48'25" West 17.31 feet;

thence South 02°27'16" West 43.43 feet;

thence South 31°27'02" West 44.13 feet to a point on the southerly line of the aforementioned Parcel 1, also being the northerly line of Scotts-Dale Subdivision Amended;

thence along the boundary of said Parcel 1 the following eight (8) courses and distances:

- 1) North 40°28'59" West 65.00 feet;
- 2) North 60°40'29" West 91.54 feet;
- 3) North 76°37'40" West 91.26 feet;
- 4) North 79°22'07" West 18.96 feet;
- 5) North 00°10'37" West 349.15 feet;
- 6) North 89°49'23" East 14.46 feet;
- 7) North 00°10'37" West 69.40 feet to a point on the aforementioned right-of-way line;
- 8) South 89°55'22" East 88.18 feet;

thence South 00°11'45" East 56.60 feet;

thence South 89°55'22" East 9.01 feet;

thence South 00°04'38" West 17.50 feet;

thence South 89°55'22" East 255.19 feet;

thence northeasterly 2.39 feet along the arc of a 6.75-foot radius non-tangent curve to the left (center bears North 00°04'38" East and the long chord bears North 79°56'45" East 2.37 feet with a central angle of 20°15'46");

thence North 00°42'52" West 73.69 feet;

thence South 89°55'22" East 34.71 feet to the Point of Beginning.

Contains: 116,846 square feet or 2.682 acres.

PHASE 2 DESCRIPTION

PARCEL 1

A parcel of land, being a portion of those parcels described in Entry No 3456954, more specifically a portion of Parcel 2 and all of Parcel 3, situate in the Northeast Quarter of Section 35, Township 5 North,

Range 2 West, Salt Lake Base and Meridian, said parcel also located in Sunset City, Davis County, Utah. Being more particularly described as follows:

Beginning at a point on the southerly right of way line of 1300 North Street, said point being North 89°55'22" West 1564.55 feet along the Section Line (NAD83 Bearing being North 89°34'59" West between the Northeast Corner and the North Quarter Corner of said Section 35 per the Davis County Township Reference Plats) and South 0°04'38" West 33.00 feet from the Northeast Corner of said Section 35 and running thence along the boundary of said parcels the following seven (7) courses and distances:

- 1) South 00°42'52" East 303.03 feet;
- 2) South 89°55'22" East 92.89 feet;
- 3) South 00°04'38" West 76.00 feet;
- 4) South 62°05'15" West 186.52 feet;
- 5) South 73°02'18" West 51.00 feet;
- 6) South 65°48'25" West 55.23 feet;
- 7) South 60°36'25" West 67.07 feet to a point on the easterly boundary line of Sunset Mixed Use Development Phase 1 Subdivision;

thence along the boundary line of said subdivision the following nineteen (19) courses and distances:

- 1) North 31°27'02" East 44.13 feet;
- 2) North 02°27'16" East 43.43 feet;
- 3) North 65°48'25" East 17.31 feet;
- 4) North 24°11'35" West 13.00 feet;
- 5) westerly 10.07 feet along the arc of a 28.00-foot radius non-tangent curve to the right (center bears North 24°11'35" West and the long chord bears South 76°06'18" West 10.01 feet with a central angle of 20°35'46");
- 6) North 24°11'35" West 61.40 feet;
- 7) North 65°48'25" East 49.12 feet;
- 8) North 00°11'20" West 162.62 feet;
- 9) North 05°22'52" West 5.53 feet;
- 10) North 00°11'20" West 31.00 feet;
- 11) North 89°55'22" West 9.73 feet;
- 12) North 00°04'38" East 60.68 feet;
- 13) South 89°55'22" East 94.66 feet;
- 14) southeasterly 15.56 feet along the arc of a 10.00-foot radius non-tangent curve to the right (center bears South 00°04'40" West and the long chord bears South 45°20'17" East 14.04 feet with a central angle of 89°10'06");
- 15) North 89°17'08" East 30.50 feet;
- 16) North 00°42'52" West 106.41 feet;
- 17) South 89°55'42" East 4.12 feet;
- 18) North 00°04'18" East 6.63 feet;
- 19) South 89°55'22" East 53.44 feet to the Point of Beginning.

Contains: 87,213 square feet or 2.002 acres.

PARCEL 2

A parcel of land, being a portion of those parcels described in Entry No 3456954, more specifically a portion of Parcel 1 and 2, situate in the Northeast Quarter of Section 35, Township 5 North, Range 2 West, Salt Lake Base and Meridian, said parcel also located in Sunset City, Davis County, Utah. Being more particularly described as follows:

Beginning at a point on the southerly right of way line of 1300 North Street, said point also being on the westerly boundary line of Sunset Mixed Use Development Phase 1 Subdivision, said point being North 89°55'22" West 1652.70 feet along the Section Line (NAD83 Bearing being North 89°34'59" West between the Northeast Corner and the North Quarter Corner of said Section 35 per the Davis County Township Reference Plats) and South 0°04'38" West 33.00 feet from the Northeast Corner of said Section 35 and running thence along the boundary of said subdivision the following six (6) courses and distances:

- 1) South 00°42'52" East 73.69 feet;
- 2) westerly 2.39 feet along the arc of a 6.75-foot radius non-tangent curve to the right (center bears North 20°11'08" West and the long chord bears South 79°56'45" West 2.37 feet with a central angle of 20°15'46");
- 3) North 89°55'22" West 255.19 feet;
- 4) North 00°04'38" East 17.50 feet;
- 5) North 89°55'22" West 9.01 feet;
- 6) North 00°11'45" West 56.60 feet to a point on said right of way line;

thence South 89°55'22" East 265.79 feet along said line to the Point of Beginning.

Contains: 19,563 square feet or 0.449 acres.

EXHIBIT B

Long-Term Stormwater Management Plan

for:

Sunset Mixed-Use Development Phase 1 & 2
325 West 1300 North
Sunset, Utah 84015

Site Manager, Company Representative, Property Agent, etc.
Phone Number:
Email:

PURPOSE AND RESPONSIBILITY

As required by the Clean Water Act and resultant local regulations, including Sunset City Municipal Separate Storm Sewer Systems (MS4) Permit, those who develop land are required to build and maintain systems to minimize litter and contaminants in stormwater runoff that pollute waters of the State.

This Long-Term Stormwater Management Plan (LTSWMP) describes the systems, operations and the minimum standard operating procedures (SOPs) necessary to manage pollutants originating from or generated on this property. Any activities or site operations at this property that contaminate water entering the City's stormwater system, groundwater and generate loose litter must be prohibited.

The Weber River is not impaired. The LTSWMP is aimed at addressing any pollutants that can be generated by this property.

CONTENTS

SECTION 1: SITE DESCRIPTION, USE AND IMPACT
SECTION 2: TRAINING
SECTION 3: RECORDKEEPING
SECTION 4 APPENDICES

SECTION 1: SITE DESCRIPTION, USE AND IMPACT

Our site infrastructure is limited at controlling and containing pollutants. If our property and operations are managed improperly we will contaminate our water resources. This LTSMWP includes standard operations procedures (SOP)s intended to compensate for the limitations of our site infrastructure and direct our maintenance operations to responsibly manage our grounds. SOPs are filed in appendix B.

Parking, Sidewalk and flatwork

The site has a significant amount of impervious surface, primarily asphalt pavement, concrete walkways, and the buildings themselves. Any sediment, debris, fluids or other waste left or that collect on it will be carried by runoff to the storm drain inlets. This waste material will settle in our storm drain system increasing maintenance cost and any material dissolving in the runoff will pass through our system. Maintenance involves regular sweeping, but it can also involve pavement washing to remove stains, slick spots and appearance when necessary. The Sweeping and the Pavement Washing SOPs are used to manage the pollutants associated with pavements.

Landscaping

This property's landscape areas will require regular maintenance. This will involve mowing, pruning, hand digging leaving grass clippings, sticks, branches, dirt, mulch, including fertilizers, pesticides and other pollutants that can fall or be left on our paved areas. It is vital that the paved areas with direct connection to the city storm drain systems remain clear and clean of landscape pollutants. The Landscape Maintenance SOP is written to control and manage this potential problem.

Flood and Water Quality Control System

Our flood and water quality control system includes directing runoff into landscaping swales, open landscaping areas, and storm drain inlets. Directing runoff to our landscape areas is a low impact system intended to trap and treat our urban pollutants on the surface to protect downstream water resources. Our system includes underground detention storage and an underground infiltration system. The infiltration system is design to drain the first ½" of runoff into the ground required by Clean Water Act regulation. Infiltrating some of our runoff helps keep streams and rivers clean but if we are not careful can contaminate groundwater. Anything we put or allow to be left on our pavements will eventually be carried to our water quality units and underground infiltration system filling it with sediment and debris increasing maintenance cost. Also by-passing dissolved and liquid pollutants can increase the risk for contaminating groundwater for which we are responsible. It is important our flood control volume and water quality system is adequately maintained to function properly.

Waste Management

The townhomes will use individual trash receptacles. The receptacles will have a lid intended to prevent precipitation exposure, minimizing liquids that can leak to pavements, and also ensuring that light weight trash will not be exposed to wind and

blown away. The fences have an additional benefit of trapping loose trash allowing us to pick it up before it will be carried off. Good waste management systems, if managed improperly, can end up as the source of the very pollution that they were intended to control. The Waste Management SOP is written to control and manage our waste.

Snow and Ice Removal Management

Salt is a necessary pollutant and is vital to ensuring a safe parking and pedestrian walkways. However, salt and other ice management chemicals if improperly managed will unnecessarily increase our salt impact to our own vegetation and local water resources. Much of the runoff drains to our landscape swales. We need to minimize salt to maintain healthy root systems needed for optimum infiltration rates.

SECTION 2: TRAINING

Ensure that all employees and maintenance contractors know and understand the SOPs specifically written to manage and maintain the property. Maintenance contractors must use the stronger of their Company and the LTSWMP SOPs. File all training records in Appendix C.

SECTION 3: RECORDKEEPING

Maintain records of operation and maintenance activities in accordance with SOPs. Mail a copy of the record to Sunset City Public Works Department, 1800 North 432 West, Sunset, Utah, (801) 825-0770 annually.

SECTION 4: APPENDICES

Appendix A- Site Drawings and Details
Appendix B- SOPs
Appendix C- Recordkeeping Documents

APPENDIX A – SITE DRAWINGS AND DETAILS

*[Insert Flood and Water Quality Control Pages of Site Drawings and Details following this page.
Include, any specific notes or markers to assist with inspection and maintenance requirements.]*

CALL BEFORE YOU DIG
811
TOLL FREE 1-800-4-A-DIG

ENGINEER'S SEAL
NAME: LAYTON
FIRM: ENSIGN
DATE: 10/1/2018
PROJECT: SUNSET MIXED-USE DEVELOPMENT

THE STANDARD IN ENGINEERING

LAYTON
1110 North 400 West
Salt Lake City, UT 84119
Phone: (801) 467-1000

SANDY
Phone: (801) 265-0529

TODD
Phone: (801) 463-3500

CECILE
Phone: (801) 463-1533

ROCHELLE
Phone: (801) 463-1533

WWW.ENSIGNENG.COM

SUNSET MIXED-USE DEVELOPMENT
325 WEST 1300 NORTH
SUNSET, UTAH



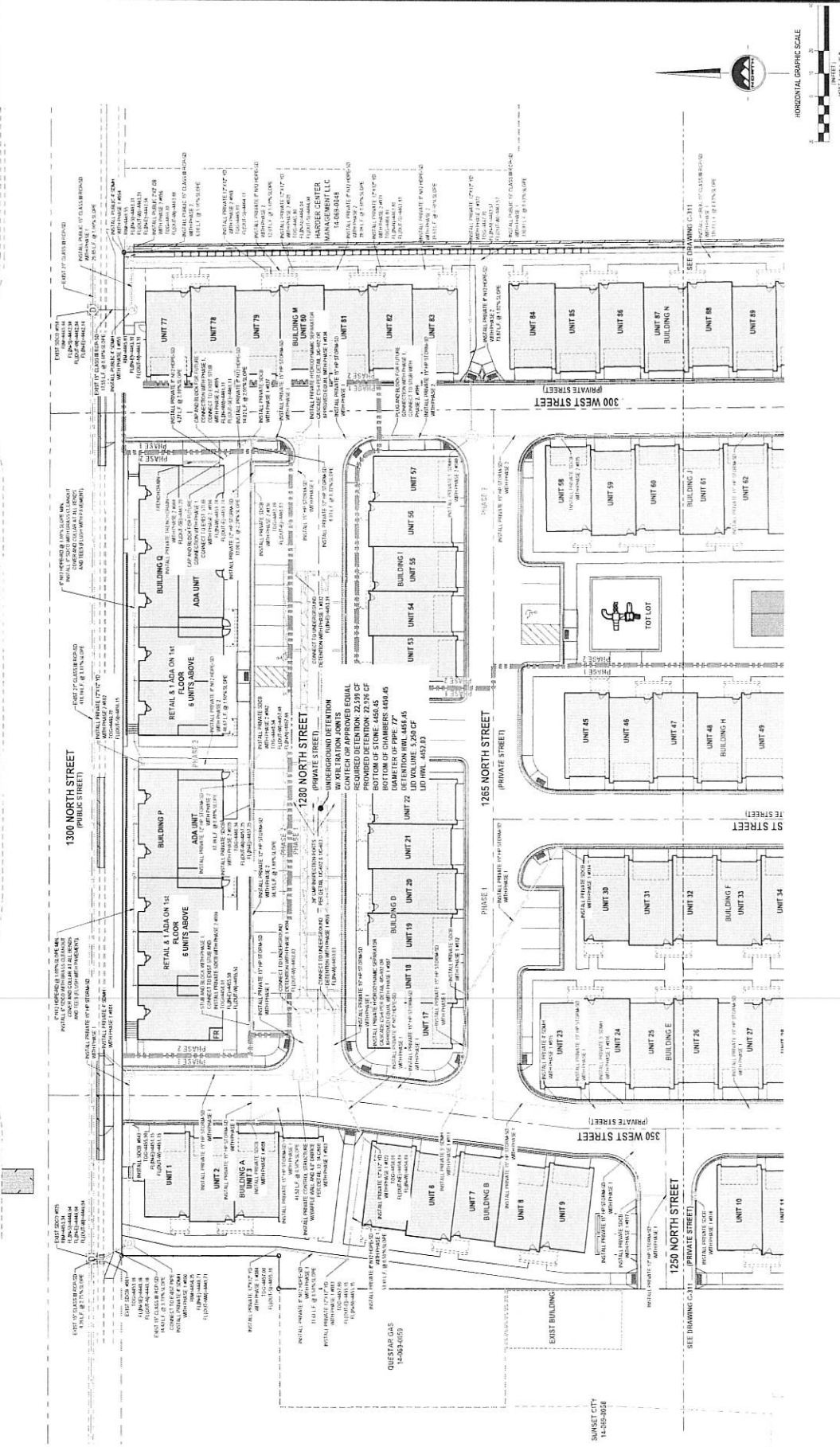
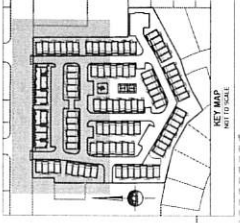
DRAINAGE PLAN

SCALE: 1" = 40'

DATE: 10/1/2018

PROJECT: SUNSET MIXED-USE DEVELOPMENT

C-310



CALL BEFORE YOU DIG
UNIVERSITY MICROFILMS
SERIALS ACQUISITION
300 N ZEEB RD
ANN ARBOR MI 48106-1500
TEL: 734 769 0170
WWW.811MICHIGAN.COM

BENCHMARK

PROPOSED CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION.

ENSGN
THE STANDARD IN ENGINEERING

LAYTON
115 North 400 West
Layton UT 84041
Phone: 801.547.1100

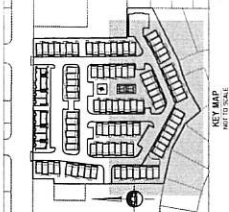
SANDY
Phone: 801.255.5929

TORRELL
Phone: 801.443.5500

CEGAR CITY
Phone: 435.951.1453

RICHFIELD
Phone: 435.959.2953

WWW.ENSGN.COM



SUNSET MIXED-USE DEVELOPMENT
325 WEST 1300 NORTH
SUNSET, UTAH



DRAINAGE PLAN

C-311

1" = 40' HORIZONTAL
1" = 4' VERTICAL

DATE: 11/15/2023
DRAWN BY: J. B. GILBERT
CHECKED BY: J. B. GILBERT



HORIZONTAL GRAPHIC SCALE
1" = 40'





FOR
MATT CARTER
4125 SOUTHERN HILLS BOULEVARD
BOUNTHILL, UT 84010

CONTACT
MATT CARTER
PHONE 407-611-1127

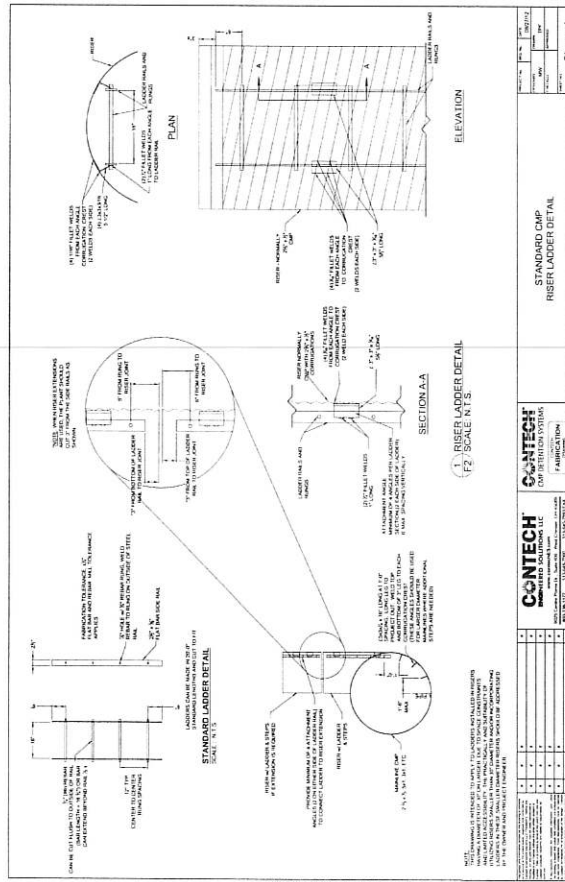
SUNSET MIXED-USE DEVELOPMENT
325 WEST 1300 NORTH
SUNSET, UTAH



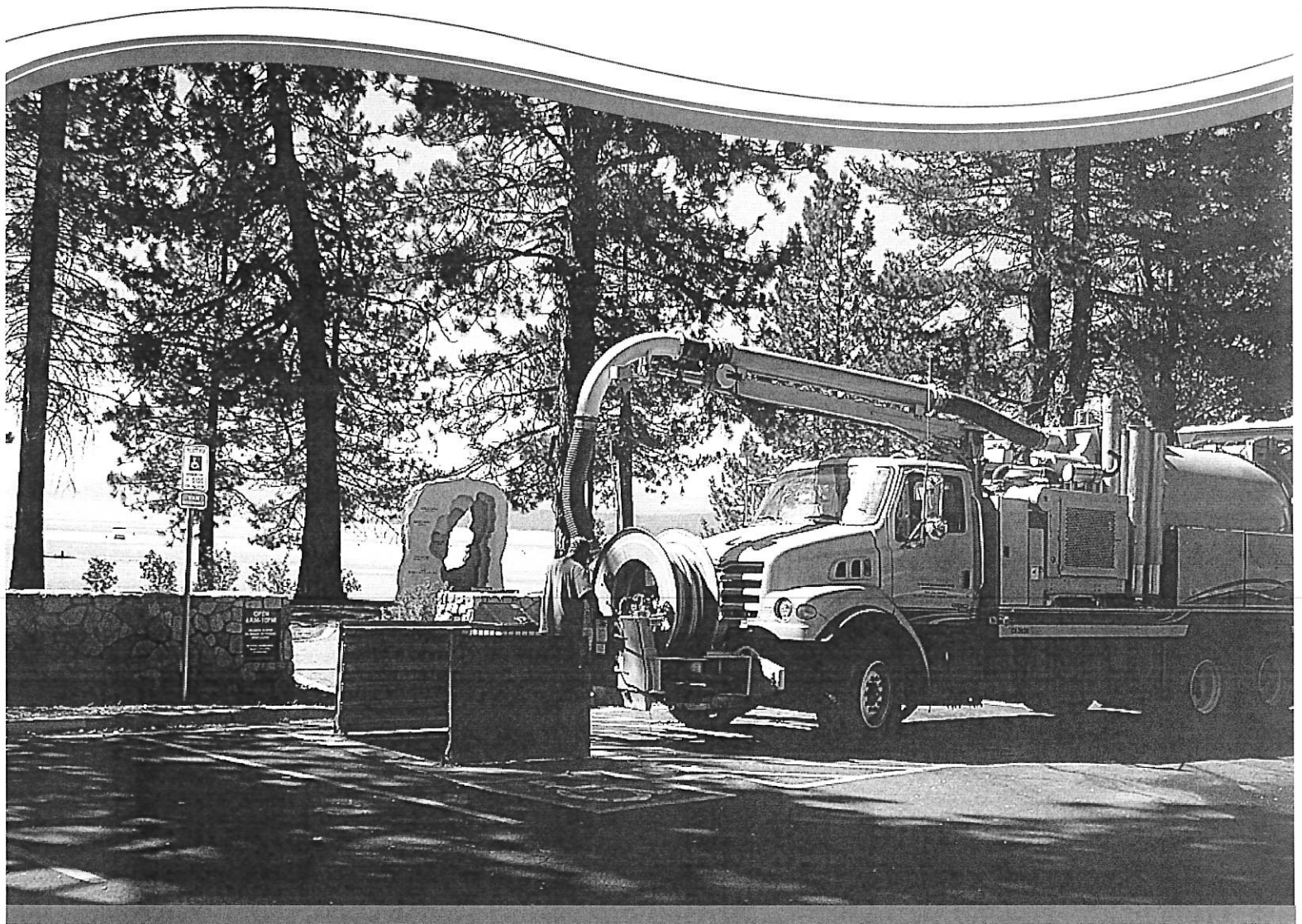
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C-603



Cascade Separator® Inspection and Maintenance Guide



CASCADE
separator®

Maintenance

The Cascade Separator® system should be inspected at regular intervals and maintained when necessary to ensure optimum performance. The rate at which the system collects sediment and debris will depend upon on-site activities and site pollutant characteristics. For example, unstable soils or heavy winter sanding will cause the sediment storage sump to fill more quickly but regular sweeping of paved surfaces will slow accumulation.

Inspection

Inspection is the key to effective maintenance and is easily performed. Pollutant transport and deposition may vary from year to year and regular inspections will help ensure that the system is cleaned out at the appropriate time. At a minimum, inspections should be performed twice per year (i.e. spring and fall). However, more frequent inspections may be necessary in climates where winter sanding operations may lead to rapid accumulations, or in equipment wash-down areas. Installations should also be inspected more frequently where excessive amounts of trash are expected.

A visual inspection should ascertain that the system components are in working order and that there are no blockages or obstructions in the inlet chamber, flumes or outlet channel. The inspection should also quantify the accumulation of hydrocarbons, trash and sediment in the system. Measuring pollutant accumulation can be done with a calibrated dipstick, tape measure or other measuring instrument. If absorbent material is used for enhanced removal of hydrocarbons, the level of discoloration of the sorbent material should also be identified during inspection. It is useful and often required as part of an operating permit to keep a record of each inspection. A simple form for doing so is provided in this Inspection and Maintenance Guide.

Access to the Cascade Separator unit is typically achieved through one manhole access cover. The opening allows for inspection and cleanout of the center chamber (cylinder) and sediment storage sump, as well as inspection of the inlet chamber and slanted skirt. For large units, multiple manhole covers allow access to the chambers and sump.

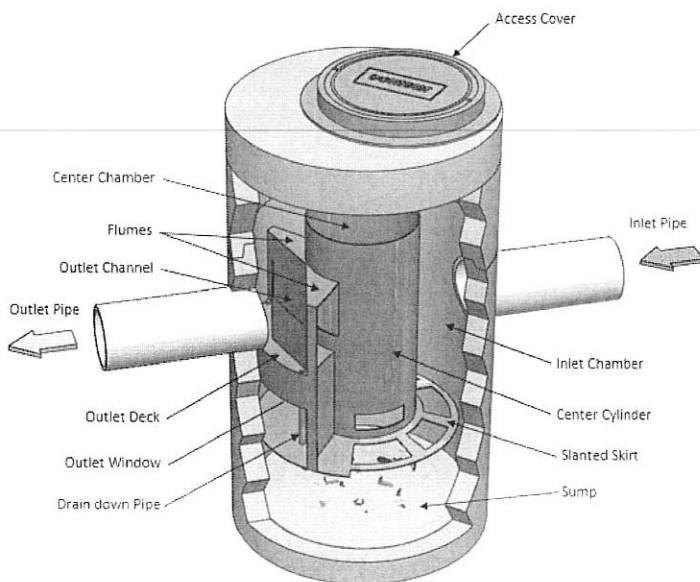
The Cascade Separator system should be cleaned before the level of sediment in the sump reaches the maximum sediment depth and/or when an appreciable level of hydrocarbons and trash has accumulated. If sorbent material is used, it must be replaced when significant discoloration has occurred. Performance may be impacted when maximum sediment storage capacity is exceeded. Contech recommends maintaining the system when sediment level reaches 50% of maximum storage volume. The level of sediment is easily determined by measuring the distance from the system outlet invert (standing water level) to the top of the sediment pile. To avoid underestimating the level of sediment in the chamber, the measuring device must be lowered to the top of the sediment pile carefully. Finer, silty particles at the top of the pile typically offer less resistance to the end of the rod than larger particles toward the bottom of the pile. Once this measurement is recorded, it should be compared to the chart in this document to determine if the height of the sediment pile off the bottom of the sump floor exceeds 50% of the maximum sediment storage.

Cleaning

Cleaning of a Cascade Separator system should be done during dry weather conditions when no flow is entering the system. The use of a vacuum truck is generally the most effective and convenient method of removing pollutants from the system. Simply remove the manhole cover and insert the vacuum tube down through the center chamber and into the sump. The system should be completely drained down and the sump fully evacuated of sediment. The areas outside the center chamber and the slanted skirt should also be washed off if pollutant build-up exists in these areas.

In installations where the risk of petroleum spills is small, liquid contaminants may not accumulate as quickly as sediment. However, the system should be cleaned out immediately in the event of an oil or gasoline spill. Motor oil and other hydrocarbons that accumulate on a more routine basis should be removed when an appreciable layer has been captured. To remove these pollutants, it may be preferable to use absorbent pads since they are usually less expensive to dispose than the oil/water emulsion that may be created by vacuuming the oily layer. Trash and debris can be netted out to separate it from the other pollutants. Then the system should be power washed to ensure it is free of trash and debris.

Manhole covers should be securely seated following cleaning activities to prevent leakage of runoff into the system from above and to ensure proper safety precautions. Confined space entry procedures need to be followed if physical access is required. Disposal of all material removed from the Cascade Separator system must be done in accordance with local regulations. In many locations, disposal of evacuated sediments may be handled in the same manner as disposal of sediments removed from catch basins or deep sump manholes. Check your local regulations for specific requirements on disposal. If any components are damaged, replacement parts can be ordered from the manufacturer.



Cascade Separator® Maintenance Indicators and Sediment Storage Capacities

Model Number	Diameter		Distance from Water Surface to Top of Sediment Pile		Sediment Storage Capacity	
	ft	m	ft	m	y ³	m ³
CS-3	3	0.9	1.5	0.5	0.4	0.3
CS-4	4	1.2	2.5	0.8	0.7	0.5
CS-5	5	1.3	3	0.9	1.1	0.8
CS-6	6	1.8	3.5	1	1.6	1.2
CS-8	8	2.4	4.8	1.4	2.8	2.1
CS-10	10	3.0	6.2	1.9	4.4	3.3
CS-12	12	3.6	7.5	2.3	6.3	4.8

Note: The information in the chart is for standard units. Units may have been designed with non-standard sediment storage depth.



A Cascade Separator unit can be easily cleaned in less than 30 minutes.



A vacuum truck excavates pollutants from the systems.

* LOCATIONS OF ABOVE HIGHLIGHTED SEPARATORS ARE IN THE ENGINEERING PLANS C-310.

Cascade Separator® Inspection & Maintenance Log

Cascade Model:	CS-4		Location:	INTERSECTION OF 1280 N 300 W.	
Date	Depth Below Invert to Top of Sediment ¹	Floatable Layer Thickness ²	Describe Maintenance Performed	Maintenance Personnel	Comments

1. The depth to sediment is determined by taking a measurement from the manhole outlet invert (standing water level) to the top of the sediment pile. Once this measurement is recorded, it should be compared to the chart in the maintenance guide to determine if the height of the sediment pile off the bottom of the sump floor exceeds 50% of the maximum sediment storage. Note: to avoid underestimating the volume of sediment in the chamber, the measuring device must be carefully lowered to the top of the sediment pile.

2. For optimum performance, the system should be cleaned out when the floating hydrocarbon layer accumulates to an appreciable thickness. In the event of an oil spill, the system should be cleaned immediately.

4"-10"

SUPPORT

- Drawings and specifications are available at www.ContechES.com.
- Site-specific design support is available from our engineers.

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Cascade Separator® Inspection & Maintenance Log

Cascade Model:	CS-6		Location:	INTERSECTION OF 1280 N 350 W.	
Date	Depth Below Invert to Top of Sediment ¹	Floatable Layer Thickness ²	Describe Maintenance Performed	Maintenance Personnel	Comments

1. The depth to sediment is determined by taking a measurement from the manhole outlet invert (standing water level) to the top of the sediment pile. Once this measurement is recorded, it should be compared to the chart in the maintenance guide to determine if the height of the sediment pile off the bottom of the sump floor exceeds 50% of the maximum sediment storage. Note: to avoid underestimating the volume of sediment in the chamber, the measuring device must be carefully lowered to the top of the sediment pile.
2. For optimum performance, the system should be cleaned out when the floating hydrocarbon layer accumulates to an appreciable thickness. In the event of an oil spill, the system should be cleaned immediately.

SUPPORT

- Drawings and specifications are available at www.ContechES.com.
- Site-specific design support is available from our engineers.

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Corrugated Metal Pipe Detention & Infiltration Initial Inspection & Maintenance Guide



Corrugated Metal Pipe Detention & Infiltration

Initial Inspection after Construction

A Corrugated Metal Pipe (CMP) detention system is constructed of a flexible metal pipe structure. The flexible pipe acts in ring compression, when backfilled properly around and above the pipe, and a load is applied over the crown of the pipe. Flexible pipe is allowed to “flex” somewhat and remain structurally sound. AASHTO Section 26 provides guidelines for maximum pipe deflection. AASHTO recommendations for maximum pipe deflection is 7.5% for metal pipe structures and 5% for thermoplastic pipe structures.

Impact or point load deflections may also be structurally acceptable. If a point load deflection is larger, it can be repaired without removal of the pipe. The allowable width of the cut or deflection of the pipe depends on the pipe diameter, steel thickness, and depth of corrugation. ASTM A 998 (Structural Design of Reinforcements for Fittings in Factory-Made Corrugated Steel Pipe for Sewers and Other Applications) can be used for guidance as to when make repairs.

The two main things to observe in an installed pipe system.

- 1) Structural Integrity of the Pipe. This includes pipe roundness and curvature in the crown of the pipe. Check the pipe joints for soil tightness.
- 2) Pipe Cleanliness. Observe for excessive amounts of sediment in the pipe. Remove any trash that may have accumulated in the system during the construction process.

Maintenance

Underground storm water detention and retention systems should be inspected at regular intervals and maintained when necessary to ensure optimum performance. The rate at which the system collects pollutants will depend more heavily on site activities than the size of configuration of the system. The CMP detention system can be operated for several years before any maintenance is required.

Inspection

Inspection is the important for effective maintenance and is easily performed. Typically, inspections are performed every 2 years. Inspections can happen after large storm events to ensure proper drainage. Sediment deposition and transport as well as trash may vary from year to year within the same system. It is an MS4 requirement to keep a record of each inspection. A sample inspection log is included on the last page.

Another key feature in inspection is to see if any clogging in the discharge orifice. It is prudent that any detention system be designed with an access/inspection manhole situated at or near the inlet and the outlet orifice. Should it be necessary to get inside the system to perform maintenance activities, all appropriate precautions regarding confined space entry and OSHA regulations should be followed.

Cleaning

Maintaining an underground detention or retention system is easiest when there is not flow entering the system. For this reason, it is a good idea to schedule the cleanout during dry weather.

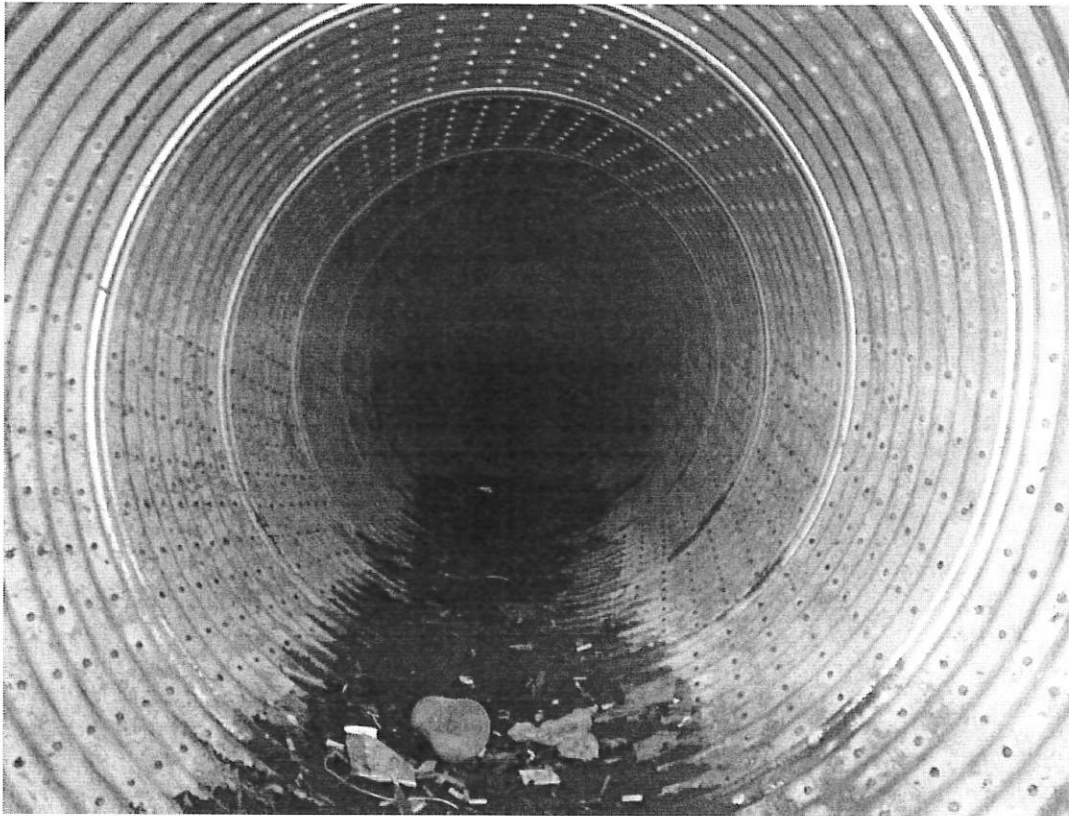
Accumulated sediment and trash can typically be evacuated through the manhole over the outlet orifice. If maintenance is not performed as recommended, sediment and trash may accumulate in front of the outlet orifice. Manhole cover should be securely seated following cleaning activities.

Inspection & Maintenance Log Sample Template

Pipe Diameter of System: 72"

Location of System: 1280 North Street

[illegible]



Support and References

Drawing and specifications are available at www.conteches.com

Site-specific support is available from our local representatives.

National Corrugation Steel Pipe Association at www.ncspa.org

Design of CSP (steel) falls under AASHTO Section 12 and ASTM A 796

Installation of CSP (steel) falls under AASHTO Section 26 and ASTM A 798

Design of CAP (aluminum alloy) falls under AASHTO Section 12 and ASTM B 790

Installation of CAP (aluminum alloy) falls under AASHTO Section 26 and ASTM B 788

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APPENDIX B – SOPs

Pavement Sweeping

General:

These SOPs are not expected to cover all necessary procedure actions. Operators are allowed to adapt SOPs to unique site conditions in good judgment when it is necessary for safety, and the proper, and effective containment of pollutants. However, any changes of routine operations must be amended in these SOPs.

1. Purpose:

- a) One of the primary contaminants in the Weber River is organic material.
- b) Any sediment, leaves, debris, spilt fluids(car fluids or trash) or other waste that collects on our parking areas and sidewalks will fill in our landscaping swales and our underground infiltration system increasing our maintenance cost.

2. Regular Procedure:

- a) Remain aware of minor sediment/debris and hand sweep or remove material by other means as needed. Significant deposits will likely collect in autumn with leaf fall and early spring after winter thaw. Usually sweeping machinery is the best tool for this application.
- b) Regularly manage outside activities that spread fugitive debris on our pavements. This involves outside functions including but not limited to: Yard sales, yard storage, fund raisers, etc.
- c) Do not allow car wash fund raiser or other related activities. Detergents will damage water resources and washed pollutants will fill our storm drain system and drain into the ground which we are responsible.
- d) Inform employees of proper parking and road maintenance to reinforce proper housekeeping.
- e) Restrict parking in areas to be swept prior to and during sweeping using regulations as necessary.

4. Disposal Procedure:

- a) Dispose of debris and other materials removed from drive aisles and parking areas properly. Proper disposal of debris and other materials includes placing said materials in the designated dumpsters provided on site. Materials such as oil, batteries, and other hazardous waste must be disposed of at a hazardous waste facility. (Many local auto parts stores will dispose of used oil and vehicle batteries.)
- b) Use licensed facilities when haul off is necessary
- c) Do not store waste in locations where storm water could transport fines or liquids into the storm drain system.

5. Documentation:

- a) Document completed cleanup activities in "SMP Maintenance Log".

6. Frequency:

- a) Roadways should be swept once every three months and more frequently if inspections deem it necessary. Fall months will require street sweeping a minimum of once a month to prevent plant foliage from entering the storm drain system.
- b) Parking areas should be swept when inspections deem it necessary.

7. Inspections:

- a) Inspections should occur once a month. Fall months will require a weekly inspection to ensure no plant foliage is in danger of entering or blocking the storm drain system.
- b) Inspections should identify any debris, trash or sediment on roadways and parking areas.
- c) Use inspections to ensure all SOPs are being followed.
- d) Use inspection results to alter maintenance frequency if necessary.

8. Training:

- a) Annually and at hire
- b) Inform staff and service contractors when incorrect SOP implementation is observed.

Landscape Maintenance

General:

This SOP is not expected to cover all necessary procedure actions. Operators are allowed to adapt SOPs to unique site conditions in good judgment when it is necessary for safety, and the proper, and effective containment of pollutants. However, any changes of routine operations must be amended in this SOP.

1. Purpose:

- a) One of the primary contaminants in the Weber River is organic material.
- b) Grass clippings, sticks, branches, dirt, mulch, fertilizers, pesticides and other pollutants will fill our landscaping swales, storm water quality unit and underground infiltration system requiring future dredging and cleaning increasing our maintenance cost. Removing these debris after they have washed to our flood and water quality system will in very expensive.

2. Maintenance Procedure:

- a) Maintain healthy vegetation root systems. Healthy root systems will help improve permeable soils maintaining more desirable infiltration rates of our landscape areas receiving runoff from our pavements.
- b) Grooming
 - Lawn Mowing – Immediately following operation sweep or blow clippings onto vegetated ground.
 - Fertilizer Operation – Prevent overspray. Sweep or blow granular fertilizer onto vegetated ground immediately following operation.
 - Herbicide Operation – Prevent overspray. Sweep or blow granular herbicide onto vegetated ground immediately following operation.
- c) Remove or contain all erodible or loose material prior forecast wind and precipitation events, before any non-stormwater will pass through the property and at end of work period. Light weight debris and landscape materials can require immediately attention when wind or rain is expected.
- d) Landscape project materials and waste can usually be contained or controlled by operational best management practices.
 - Operational; including but not limited to:
 - Strategic staging of materials eliminating exposure, such as not staging on pavement
 - Avoiding multiple day staging of landscaping backfill and spoil on pavements
 - Haul off spoil as generated and daily
 - Scheduling work when weather forecast are clear.

e) Cleanup:

- Use dry cleanup methods, e.g. square nose shovel and broom. Conditions are usually sufficient when no more material can be swept onto the square nosed shovel.
- Power blowing tools
- Sweep or blow small clippings into landscape areas, or collect and properly dispose of in designated dumpsters provided on site.
 1. Dispose of large clippings in approved locations or containers per waste management sop.
 2. Sweep or blow pavements or sidewalks where fertilizers or other solid chemicals have fallen, back onto grassy areas before applying irrigation water. Ensure that all fertilizers or other solid chemicals are completely cleaned off pavements or sidewalks following every application.
- Triple rinse pesticide and herbicide containers, and use rinse water as product. Dispose of unused pesticide as hazardous waste. Do not rinse onto pavements or hardscape areas which may cause a downstream impact
 1. Always follow all federal and state regulations governing use, storage and disposal of fertilizers, herbicides or pesticides and their containers. ("Read the Label")
 2. Document completed cleanup activities in "SMP Maintenance Log".
 3. Keep copies of MSDS sheets for all pesticides, fertilizers and other hazardous products used.

•

3. Waste Disposal:

- a) Dispose of waste according to General Waste Management SOP, unless superseded by specific SOPs for the operation.

4. Equipment:

- a) Tools sufficient for proper containment of pollutants and removal.

5. Frequency:

- a) Landscaping maintenance should occur weekly during spring and summer months or whenever inspections deem it necessary
- b) During fall months leaves and foliage should be collected when inspections deem it necessary.

6. Inspections:

- a) Inspections should occur on a seasonal weekly basis when maintenance is occurring.
- b) Inspections should identify any leaves, clippings, or trimmings left in runoff areas.
- c) Inspections should identify any possible fertilizers, pesticides or chemicals that may enter storm water system.
- d) Use inspections to ensure all SOPs are being followed
- e) Use inspection results to alter maintenance frequency if necessary.

7. Training:

- a) Annually and at hire
- b) Inform staff and service contractors when incorrect SOP implementation is observed.
- c) Landscape Service Contractors must use equal or better SOPs.
- d) Make sure your state Chemical Handling Certification is complete and up-to-date before handling any chemicals.

Waste Management

General:

This SOP is not expected to cover all necessary procedure actions. Operators are allowed to adapt SOPs to unique site conditions in good judgment when it is necessary for safety, and the proper, and effective containment of pollutants. However, any changes of routine operations must be amended in this SOP.

1. Purpose:

- a) Trash can easily blow out of our trash receptacles.

2. Procedure:

- a) Remain aware of the lids and keep them closed.
- b) Remain aware of leaking and fix. Minimize allowing disposal of liquids in our receptacles and dumpster. Also liquids can leak from the waste haul trucks.

3. Waste Disposal Restrictions for all waste Scheduled for the DAVIS COUNTY LANDFILL FACILITY:

- a) Generally most waste generated at this property, and waste from spill and clean up operations can be disposed in our dumpsters under the conditions listed in this SOP. Unless specific disposal requirements are identified by the product SDS or otherwise specified in other SOPs.
- b) Know the facility disposal requirements and restrictions. It should not be assumed that all waste disposed in collection devices will be disposed at the DAVIS COUNTY LANDFILL FACILITY.
- c) Review DAVIS COUNTY LANDFILL FACILITY regulations for additional restrictions and understand what waste is prohibited in the DAVIS COUNTY LANDFILL FACILITY. Ensure the SDS and DAVIS COUNTY LANDFILL FACILITY regulations are not contradictory. Consult the website <https://www.wasatchintegrated.gov/davis-landfill/> for details
Or call: 801-614-5600 for information.

4. Training:

- a) Annually and at hire
- b) Inform staff and service contractors when incorrect SOP implementation is observed.

Flood and Water Quality System

General:

These SOPs are not expected to cover all necessary procedure actions. Operators are allowed to adapt SOPs to unique site conditions in good judgment when it is necessary for safety, and the proper, and effective containment of pollutants. However, any changes of routine operations must be amended in these SOPs.

1. Purpose:

- a) Our storm drain system will collect anything we leave in the way of runoff which will fill our storm water quality units and underground infiltration system increasing maintenance cost.
- b) Any liquids or dissolved pollutants can increase the risk for contaminating groundwater for which we are responsible.
- c) During very intense storm events pollutants in excess runoff can by-pass our system increasing risk of contaminating groundwater and the Weber River.

2. Inspections: All items below to be inspected yearly and after large storm events.

- a) Inspect storm water quality units, specifically the Cascade Separator. Remove the manhole lid, with a manhole lid lifter, to observe contents of the separator. Remove any floating trash at each inspection interval with rake or other means. Remove sediments accumulations when 2" and more. Sediment removal will require vacuum operated machinery. Removed oil accumulations with the heavy sediment unless oil amounts are excessive. Oil can also be removed with absorbent materials but sediments will require vacuum operated machinery. The cascade maintenance guide is attached with this maintenance plan. Refer to it as needed for information.
- b) Inspect oil/sediment/trash trap for mosquito larvae. Contact the DAVIS MOSQUITO ABATMENT DISTRICT when necessary.
- c) Inspect underground infiltration system for water. Water should not remain for more than 72 hours. Contact an engineer or equal industry with adequate knowledge when water is not draining. To inspect the underground detention basin, remove the manhole lids on the detention. Look inside to ensure water is draining and how much sediment is building up in the chambers. Call manufacturer if needed.
- d) Inspect underground infiltration system, the Contech underground detention system, for sediment accumulations. Remove sediment and debris accumulation when volume capacities drop below 90%. Removal will require hydro-vacuum machinery. This equates to 4"-10" of debris. Contact Contech Engineered Solutions if any discrepancies exist with the system. Inspect system by removing the manholes and looking into them. Information on how to

inspect and maintain Contech's detention is provided with this maintenance plan.

- e) Inspect low impact flood control swale and landscape area for adequate drainage and vegetation coverage. Poor drainage can be improved by maintaining healthy plant root systems.
- f) Inspect all storm drain catch basins in the development. Water should not back up into the catch basins. If a catch basin is backed up with water it may be plugged. Remove the grate, with a manhole cover lifter, and debris that may be in the outlet/inlet of the basin and any debris at the bottom of the catch basin. Catch basin will fill with debris during the summer months due to landscaping and during the fall months due to trees losing their leaves. Leaves and landscaping material should be removed and disposed of at the Davis Landfill. Remove debris using a rake or shovel.
- g) The storm drain system has a control structure with a baffle wall and orifice plate. The orifice is 4" in diameter and can get plugged with debris and landscaping material. Remove the rim lid, with a manhole cover lifter, from the control structure and observe the base of the baffle wall and inside of the structure. Ensure that the orifice is free of debris and can be seen. If obstructed, remove debris, using a rake or shovel, and dispose of it at the Davis landfill facility.
- h) Inspect the slotted trench drain by visually looking into the drain. The grate can be removed and replaced using a screw driver or other tool. The drain can be cleaned with a rake or similar tool to remove debris build up that has occurred.
- i) Inspect the storm drain pipes by looking into the catch basins and ensuring that the inlet and outlets of the pipes are free of debris. To remove the debris, remove grates or manholes using a manhole cover lifter, use a rake to remove debris and dispose of the debris at the Davis landfill facility.
- j) Inspect roof drain connection pipes and front roof gutters. Roof gutters can fill with debris which cause poor drainage. Do a visual inspection, either by getting on a ladder to look at gutter, or through a window if possible. Clean any debris in gutters that can cause a backup. Roof gutters attach to roof drains near the ground. If water is coming up out of the roof drains, disconnect the drain from the gutter to inspect. Remove debris as needed, using hand or vacuum tool. If the roof drain are severely obstructed, call a roof drain expert to come and unplug the drain.

3. Disposal Procedure:

- a) Remove and dispose sediment and debris at licensed facilities. Also, dry waste can be disposed in your dumpster as permitted by the DAVIS COUNTY LANDFILL FACILITY.
- b) Disposal of hazardous waste

1. Dispose of hazardous waste at regulated disposal facilities. Follow SDS Sheets. Also see Waste Management and Spill Control SOP

4. Documentation:

- a) Document completed cleanup activities in "SMP Maintenance Log".
- b) Record the amount of waste collected and number of catch basins cleaned and the area they were cleaned in. Keep any notes or comments of any problems encountered.

5. Training:

- a) Annually and at hire
- b) Inform staff and service contractors when incorrect SOP implementation is observed.
- c) Document training for documents located in Appendix A.

Pavement Washing

General:

These SOPs are not expected to cover all necessary procedure actions. Operators are allowed to adapt SOPs to unique site conditions in good judgment when it is necessary for safety, and the proper, and effective containment of pollutants. However, any changes of routine operations must be amended in these SOPs.

1. Purpose:

- a) Pavement washing involving detergents can potentially contaminate groundwater with phosphates and with whatever we are washing.
- b) Pavement washing can fill our low impact flood control swale and landscape area and infiltration system with detergents, including sediment and debris increasing our maintenance cost.

2. Procedure:

- a) Prevent waste fluids and any detergents if used from entering storm drain system. The following methods are acceptable for this operation.
 - Dam the inlet using a boom material that seals itself to the pavement and pick up the wastewater with shop-vacuum or absorbent materials. A boom material is a filter sock or a sediment control sock.
 - Collect wastewater with shop-vacuum simultaneous with the washing operation.
 - Collect wastewater with vacuum truck or trailer simultaneous with the washing operation.
- b) This procedure must not used to clean the initial spills. First apply the Spill Containment and cleanup SOP(with this document) following by pavement washing when desired or necessary.

3. Disposal Procedure:

- a) Small volumes of diluted washing waste can usually be drained to the local sanitary sewer. Contact the SUNSET CITY SEWER DISTRICT.
- b) Large volumes must be disposed at regulated facilities.

4. Pavement Cleaning Frequency:

- a) There is no regular pavement washing regimen. Pavement washing is determined by conditions that warrant it, including but not limited to: prevention of slick or other hazardous conditions(car fluids or other hazardous labeled fluids) or restore acceptable appearance of pavements. Record clean up in "SMP Maintenance Log".

5. Training:

- a) Annually and at hire
- b) Inform staff and service contractors when incorrect SOP implementation is observed.

Snow and Ice Removal Management

General:

This SOP is not expected to cover all necessary procedure actions. Operators are allowed to adapt SOPs to unique site conditions in good judgment when it is necessary for safety, and the proper, and effective containment of pollutants. However, any changes of routine operations must be amended in this SOP.

1. Purpose:

- a) Salt and other ice management chemicals if improperly managed will unnecessarily increase our salt impact to our own vegetation and local water resources and rust out the water storage area.
- b) We need to maintain healthy root systems to help maintain optimum infiltration rates.

2. De-Icing Procedure:

- a) Do not store or allow salt or equivalent to be stored on outside paved surfaces.
- b) Minimize salt use by varying salt amounts relative to hazard potential.
- c) Sweep excessive piles left by the spreader.
- d) Watch forecast and adjust salt amounts when warm ups are expected the same day.

3. Training:

- a) Annually and at hire.
- b) Require snow and ice service contractors to follow the stronger this SOP and their company SOPs.

General Construction Maintenance

General:

This SOP is not expected to cover all necessary procedure actions. Operators are allowed to adapt SOPs to unique site conditions in good judgment when it is necessary for safety, and the proper, and effective containment of pollutants. However, any changes of routine operations must be amended in this SOP.

1. Purpose:

- a) Any sediment, debris, or construction waste will fill in our landscaping swales and our underground infiltration system increasing our maintenance cost.

2. Construction Procedure:

- a) Remove or contain all erodible or loose material prior forecast wind and precipitation events or before non-stormwater will pass through the project site. For light weight debris maintenance can require immediate attention for wind and runoff events. Many times daily maintenance is necessary or as needed per random, precipitation or non-stormwater events.
- b) Project materials and waste can be contained or controlled by operational or structural best management practices.
 - Operational; including but not limited to:
 - Strategic staging of materials eliminating exposure, such as not staging on pavement
 - Avoiding multiple day staging of backfill and spoil
 - Haul off spoil as generated or daily
 - Schedule work during clear forecast
 - Structural; including but not limited to:
 - Inlet protection, e.g. wattles, filter fabric, drop inlet bags, boards, planks
 - Gutter dams, e.g. wattles, sandbags, dirt dams
 - Boundary containment, e.g. wattles, silt fence
 - Dust control, e.g. water hose,
 - Waste control, e.g. construction solid or liquid waste containment, dumpster, receptacles
- c) Inspect daily to insure the structural best management practices are in good operating condition and at least prior to the workday end. Promptly repair damaged best management practices achieving effective containment.
- d) Cleanup:
 - Use dry cleanup methods, e.g. square nose shovel and broom.
 - Wet methods are allowed if wastewater is prevented from entering the stormwater system, e.g. wet/dry vacuum, disposal to our landscaped areas.

3. Waste Disposal:

- a) Dispose of waste according to Waste Management SOP, unless superseded by specific SOPs for the operation.
- b) Never discharge waste material to storm drains

4. Equipment:

- a) Tools sufficient for proper containment of pollutants and cleanup.
- b) Push broom and square blade shovel should be a minimum.

5. Training:

- c) Annually and at hire.
- d) Require snow and ice service contractors to follow the stronger of either this SOP or their company SOPs.

Spill Control

General:

This SOP is not expected to cover all necessary procedure actions. Operators are allowed to adapt SOPs to unique site conditions in good judgment when it is necessary for safety, and the proper, and effective containment of pollutants. However, any changes of routine operations must be amended in this SOP.

1. Purpose:

- a) Spilt liquids and solids will reach our low impact flood control landscaping areas, and storm drain infiltration system potentially contaminating groundwater, for which we are responsible.
- b) It is vital we contain all spills on the surface. Spills reaching our underground flood control storage system can result in expensive spill mitigation, including potential tear out and replacement.

2. Containment Procedure:

- a) Priority is to dam and contain flowing spills.
- b) Use spill kits booms(filter sock or sediment control sock) if available or any material available to stop flowing liquids; including but not limited to, nearby sand, dirt, landscaping materials, etc.
- c) Hazardous or unknown waste material spills
 1. Critical Emergency constitutes large quantities of flowing uncontained liquid that people at risk or reach storm drain systems. Generally burst or tipped tanks and containment is still critical. Call HAZMAT, DWQ, DAVIS COUNTY HEALTH DEPARTMENT, SUNSET CITY(phone #'s below). Also report spills to DWQ of quantities of 25 gallons and more and when the spill of lesser quantity causes a sheen on downstream water bodies
 2. Minor Emergency constitutes a spill that is no longer flowing but has reached a storm drain and adequate cleanup is still critical. Call DAVIS COUNTY HEALTH DEPT, Sunset City. See numbers below.
 3. Spills that are contained on the surface, typically do not meet the criteria for Critical and Minor Emergencies and may be managed by the responsible implementation of this SOP.
 4. Contact Numbers:
HAZMAT - 911
DWQ – 801-231-1769, 801-536-4123, 801-536-4300
DAVIS COUNTY HEALTH DEPARTMENT – (801) 525-5000
SUNSET CITY – (801) 825-1628

3. Cleanup Procedure:

- a) NEVER WASH SPILLS TO THE STORM DRAIN SYSTEMS.
- b) Clean per Safety Data Sheet (SDS) requirements but generally most spills can be cleaned up according to the following:
 - Absorb liquid spills with spill kit absorbent material, sand or dirt until liquid is sufficiently converted to solid material.
 - Remove immediately using dry cleanup methods, e.g. broom and shovel, or vacuum operations.
 - Cleanup with water and detergents may also be necessary depending on the spilled material. However, the waste from this operation must be vacuumed or effectively picked up by dry methods or vacuum machinery. See Pavement Washing SOP.
 - Repeat process when residue material remains.

4. Disposal:

- a) Follow SDS requirements but usually most spills can be disposed per the following b. & c.
- b) Generally most spills absorbed into solid forms can be disposed to the dumpster and receptacles. Follow Waste Management SOP.
- c) Generally liquid waste from surface cleansing processes may be disposed to the sanitary sewer system after the following conditions have been met:
 - Dry cleanup methods have been used to remove the bulk of the spill and disposed per the Waste Management SOP.
 - The liquid waste amounts are small and diluted with water. This is intended for spill cleanup waste only and never for the disposal of unused or spent liquids.

5. Documentation:

- a) Document all spills in Appendix C.

6. SDS sheets:

- a) SDS Manual is filed in a location onsite determined by the HOA.

7. Materials:

- a) Generally sand or dirt will work for most cleanup operations and for containment. However, it is the responsibility of the owner to select the absorbent materials and cleanup methods required by the SDS Manuals for chemicals used by the company.

8. Training:

- a) Annually and at hire.

- b) Require snow and ice service contractors to follow the stronger this SOP and their company SOPs.

APPENDIX C – PLAN RECORDKEEPING DOCUMENTS

[Insert PLAN Recordkeeping forms following this page]

MAINTENANCE/INSPECTION SCHEDULE

Frequency	Site Infrastructure.
Q/W	Pavement Sweeping (sweeping to occur more often during the fall)
Q/W	Landscape Maintenance (weekly during the summer months)
U	Waste Management (tenets should notify if receptacle is damaged or leaking)
A/S	Flood and Water Quality System (Consult Contech and details for information)
U	Pavement Washing
U	Snow and Ice removal (During winter)
U	Spill Control
Q/S	Roof drain and Front roof gutters (During spring, summer, Fall)

Inspection Frequency Key: A=annual, Q=Quarterly, M=monthly, W=weekly,
S=following appreciable storm event, U=Unique infrastructure specific (specify)

RECORD INSPECTIONS IN THE MAINTENANCE LOG

Inspection Means: Either; Traditional walk through, Awareness/Observation, and during regular maintenance operations while noting efficiencies/inefficiencies/concerns found, etc.

SMP MAINTENANCE LOG

Date	Maintenance Performed/Spill Events. Perform Maintenance per SOPs	Observation Notes, including but not limited to; Inspection results, Observations, System Performance (effectiveness/inefficiencies), SOP Usefulness, Concerns, Necessary Changes...	Initials

Annual Summary of LTSWMP effectiveness, inefficiencies, problems, necessary changes etc.

*You may create your own form that provides this same information or request a word copy of this document.

Annual SOP Training Log per Section 2

SOP	Trainer	Employee Name / Maintenance Contractor Co	Date

*You may create your own form that provides this same information or request a word copy of this document.