

Appendix A

***Overall Program Management and
Legal Authority***

(Revised October 2012)

City of Bend Stormwater Coordinators

Background: To be efficient and effective, the City seeks to refine its coordination processes. Therefore, the City will have at least quarterly on average stormwater coordination meetings with responsible parties or their designees either as full Stormwater Liaisons (SL) meetings, ad hoc task subgroups, or the occasional highest-level department-head meeting. Some meetings will be of the entire oversight group of SL, formerly called the Stormwater Action Team (SWAT); and many will be targeted ad hoc task subgroups including additional appropriate personnel working on specific tasks; a few issues may rise to the department-head and policy level of the currently-named Economic Development and Infrastructure Strategic Management meetings.

Goal: The goal of these meetings and communications is to cost-effectively create success within the stormwater program and the City by keeping one another apprised of activities, and determining pathways to improve staff coordination, efficiencies and resource sharing while meeting regulatory requirements to address stormwater quality and protecting valuable surface water and groundwater resources.

Responsibilities: Stormwater Liaisons (SL)¹ are empowered by key responsible party leads to make decisions and coordinate on stormwater issues on behalf of their department; and are expected to communicate back to their department heads and department members appropriate information regarding stormwater coordination. SL members can delegate but attendees must be able to make decisions, come to meetings prepared, provide educated feedback, and vote. Key Responsible Party Leads (see below) will be copied on SC meetings/activities.

Any SL member can request an item be elevated to the Economic Development and Infrastructure Strategic Management (EDISM) Meeting or other appropriate department-head meeting of highest-level managers. SL members may also authorize formation of ad hoc task groups (AHTG) for efficiency to work on specific tasks. AHTG members may be different than SL or EDISM members (see list of interested parties for examples). All (EDISM, SL, AHTG) may all be considered stormwater coordinators in meeting regulatory requirements.

Stormwater Key Responsible Party Leads

- Eric King, City Manager (and/or Jon Skidmore, ACM)
- Paul Rheault, Public Works Director
- Mel Oberst, Community Development Director
- Tom Hickmann, City Engineer

¹ SL will replace the preexisting Stormwater Action Team (SWAT).

(Revised October 2012)

Stormwater Liaisons 2012

Member Name	Representation Area	Roles and Responsibility
David Buchanan	Stormwater Utility	Illicit Discharge Program oversight; General Implementation Assistance;
Craig Chenoweth	Current Planning/ Development Services	Implementation of Title 16, related to new and redevelopment and construction-related activities; eyes-in- field for illicit discharge
Wendy Edde	Stormwater Utility	Overall Coordination
Jeff England	Public Engineering	Standards and Specifications Implementation; Implementation of CIP projects incorporating Post-Construction Controls; and oversight of public works inspectors
Justin Finestone	Communications	Assistance with public education and outreach activities
Gary Firestone	Legal	Legal interpretations—Permits & TMDLs
Russell Grayson	Private Engineering	Implementation of Title 16, related to new and redevelopment and construction-related activities; eyes-in- field for illicit discharge
Patrick Griffiths	Water Resources Coordination	Outdoor Water conservation, TMDLs coordination; communication
Hardy Hanson	Stormwater Utility-- Operations	Oversees municipal maintenance activities
Joe McClay	Building	Title 16 implementation/ inspections related to single-family and residential properties not requiring a permit.
Ryan Oster	Public Works Inspectors	Title 16 and Standards and Specifications implementation/ inspections
Steve Prazak	Water Quality Manager	Coordination with lab and utilities, TMDL, UIC monitoring
Colin Stephens	Current Planning/ Development Services	Title 16 implementation; coordination on internal education, etc.

(Revised October 2012)

Economic Development and Infrastructure Strategic Management Meeting
members include:

Name	Representation Area	Stormwater Roles and Responsibility
Eric King	City Manager	Ensure Overall Interdepartmental Coordination is occurring effectively
Mary Winters	Legal	Regulatory/Legal interpretation
Jon Skidmore	ACM	Ensure Overall Interdepartmental Coordination is occurring effectively
Mel Oberst	CDD	Lead Responsibility Party regarding private development; co-lead on program administration/ planning; construction site activities; post construction management; TDM
Paul Rheault	PUW	Lead Responsibility Party regarding public education and outreach, public involvement; illicit discharges; municipal maintenance; monitoring; and UICs. ; co-lead on program administration/planning; construction site stormwater activities; post construction management; UICs.
Tom Hickmann	PUW	Implement Standards and Specs. Co-lead Responsibility on program administration/planning; construction site stormwater activities; post construction management; UICs.
Sonia Andrews	FINANCE	Ensuring Task II-3 (Financing) is met. Ensure utility billing is fair/equitable (periodic audits)
Brian Rankin	CDD—Long Range Planning	Coordination with long-range planning/ UGB and incorporation expansions.
Russell Grayson	Private Engineering	Private Development—Title 16 implementation.

(Revised October 2012)

Ad Hoc Task Group Member Pool/Interested Parties

Name	Area of Interest	Roles and Responsibility
Wendy Robinson	Long Range Planning	Tree expert
Aaron Henson	Senior Planner	Past SWAT, Current Planning
Colleen Flores	IT/Geoblade	Geoblade oversight; utility auditing
Spencer Sanvitale	Infor/Geoblade/Database	UIC registration; Geoblade specific mapping; utility database QA/QC
Steve Esselstyne	Police	Illicit discharge needing educational follow-up referrals; annual reporting of illicit-discharge related calls.
Doug Koellermeier	Fire	Illicit discharge needing educational follow-up referrals; annual reporting of illicit-discharge related calls.
Damian Szyrnyk	Long Range Planning	Coordination with long-range planning documents
Jeff Buystedt	Water Quality Lab	Stormwater Monitoring (especially UICs)
Nick Arnis	Transportation Planning	Coordination with transportation planning
Jim Wodrich	Wastewater Engineering	Coordination with wastewater
Kelly Graham	IPP	Coordination with IPP educational outreach and illicit discharges
Jason Suhr	Stormwater CIP Engineering	Line Replacement Program
Terry Burks	Utility Coordination	GIS; Infor; TV Line; IPP; monitoring coordination
Gary Firestone	Legal	Legal Interpretation
Sharon Wojda	Finance Coordination—billing	Billing/ audit coordination; Grant assistance
Cheryl Howard	Volunteer—Public Participation	Public involvement—storm drain marking/ demonstration projects; landscape and debris cleanup
Christopher Blake	Stormwater Operations Supervisor	Municipal maintenance performance standards and task implementation
Travis Sommers	Stormwater Operations Lead	Municipal maintenance performance standards and task implementation
Gary Judd	Airport UICs	Coordination with respect to drainage at the Bend Airport
Carolyn Eagan	BEDAB	Coordination with Business and Economic Development stakeholders

City of Bend
Stormwater Liaisons Meeting

Proposed Agenda

October 29, 2012, 11:00 to 12:00 PM

Board Room, City Hall

Purpose: Coordinate Stormwater Activities Among Affected Departments

I. Welcome and Introductions (5 minutes)

II. Purpose and Scope of the Stormwater Liaison's Meeting (25 minutes)

Objective: Review activities and responsibilities of the Stormwater Liaisons, and how it ties with other groups (ad hoc groups, EDISM, Stormwater Public Advisory Group (PAG), and the Infrastructure Advisory Group).

III. Annual Report Review and Approval (due Nov. 1 to DEQ) (15 minutes)

Objective: Discuss, provide any final comments on draft and approve stormwater quality annual report. (Appropriate sections for review will be provided separately to committee members shortly)

IV. Updates (10 minutes)

Objective: Receive/provide updates regarding:

- *Title 16 Implementation Check-in*
- *Water Pollution Control Facility (WPCF) Permit--to Underground Injection Controls (UICs)*
- *National Pollutant Discharge Elimination System (NPDES) Permit--to river*
- *TMDL Regulations*
- *Integrated Stormwater Management Plan 2022-23*
- *Other*

V. General Meeting Schedule and Next Meeting (5 minutes)

Stormwater Liaison's Meeting Summary October 29, 2012

Attendees: Justin Finestone (Communications); Craig Chenoweth, Russ Grayson, Colin Stephens (Community Development); David Buchanan, Wendy Edde, Patrick Griffiths, Ryan Oster (EIPD); Steve Prazak (Utilities)

Key Items Discussed:

- Stormwater Liaison's: Purpose and Scope
- FY2011-12 Annual Report Review/Approval
- Title 16 Implementation Check-in
- Illicit Discharge Manual
- Integrated Stormwater Management Plan 2022 – Revised Draft Update

Key Decisions/Action Items

- Colin Stephens will look into whether a public facility plan for stormwater is required under Land Use Goal 11. The group will revisit the issue at a future meeting.
- Checklists are helpful and many existing checklists can be modified as necessary.
- City staff will need to track educational and enforcement interactions for reporting in annual report. Joe is tracking information for the Building Division and has not had to do any formal enforcement yet.
- Attendees approved the annual report with minor comments. Wendy will submit it to DEQ by the November 1 deadline.
- An electronic calculation tool for sizing stormwater facilities per Title 16 for single-family residential properties would be useful. Wendy and David will work with Russell to develop a draft.
- An ad hoc task group of staff are working together to develop improved procedures for dry well testing. To the degree possible, this work is being coordinated with the City of Redmond to help maintain regional consistency.
- Rock crushing permit requirements were not incorporated into Bend Code Title 16. Community Development staff will work to reinstate rock crushing permit requirements in the appropriate location of the Bend Code.
- Stormwater program staff may be invited to the Miller Landing PreCon to help cover State 1200C permit requirements.
- A suggestion was made to add a specific section or specific text for food carts with regard to disposal of graywater. Staff will then take the draft Illicit Discharge Manual to the Stormwater Quality Public Advisory Group for review and input prior to releasing for full public review period.
- The Stormwater program staff are updating the Integrated Stormwater Management Plan 2022 draft based on the public draft comments and an improved understanding of the UIC permit requirements. A revised version incorporating these changes will be submitted to DEQ. DEQ will also have an approval process as part of their permits issuance/reissuance processes.

City of Bend
Stormwater Liaisons
Meeting Attendance Sheet
October 29, 2012



Name:

Department/Division:

- | Name: | Department/Division: |
|----------------------|----------------------|
| 1. Wendy Edde | Puw / Storm |
| 2. Justin Finestone | Communications |
| 3. RYAN OSTER | EIPD |
| 4. Dan M | Puw Storm |
| 5. Russ Grayson | CDD |
| 6. STEVE PRAZAK | Puw/Utilities |
| 7. Craig Chenoweth | CDD |
| 8. Colin Stephens | CDD |
| 9. Patrick Griffiths | EIPD |
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City of Bend Stormwater Liaisons Meeting

Proposed Agenda
February 26, 2013, 10:00 to 11:30 AM
Board Room, City Hall

Purpose: Coordinate Stormwater Activities Among Affected Departments

I. Welcome and Introductions (5 minutes)

Objective: Welcoming remarks. Review and accept minutes. Receive updates on previous action items. Review and modify agenda as needed.

II. Updates (10 minutes)

Objective: Receive/provide updates regarding:

- *Water Pollution Control Facility (WPCF) Permit--to Underground Injection Controls (UICs)*
- *National Pollutant Discharge Elimination System (NPDES) Permit--to river*
- *TMDL Regulations*
- *Integrated Stormwater Management Plan 2022-23*
- *Stormwater Master Plan and Public Facilities Plan*

III. Stormwater Coordinators Agreement; Roles and Responsibilities (30 minutes)

Objective: Review draft charter agreement and draft roles and responsibilities to ensure all necessary activities are being covered and to ensure mutual understanding of roles and responsibilities and decision-making ability.

IV. Illicit Discharge Manual – Approval for Full Public Review (10 minutes)

Objective: Agree to public review and finalization plan for draft Illicit Discharge Manual that has been previously reviewed and approved by SL and the PAG.

V. Title 16 Implementation Materials (20 minutes)

- **Overview of Existing Materials and Discuss Distribution**
- **Update: ACWA Construction Site Inspection Guide**
- **Carpet Cleaner Brochure**
- **Standardized Worksheet Models**
- **Drainage Report Model**
- **UIC Testing**
- **Better Site Design App Development**

Objective: Check-in on Title 16 implementation and discuss breadth of existing and new educational materials and needs for additional outreach. Review/provide final comment on carpet cleaner brochure.

VI. Public Outreach Strategic Plan (10 minutes)

Objective: Receive update regarding and provide input on draft public outreach strategic plan.

VII. Roundtable Discussion (5 minutes)

Objective: Open discussion.

Stormwater Liaison's Meeting Summary February 26, 2013

Attendees: Gary Judd (Airport); Russ Grayson (City Engineer/Private Development Engineering); Justin Finestone (Communications); Joseph McClay (Community Development Department); David Buchanan, Wendy Edde (Stormwater); Steve Prazak (Utilities)

Key Items Discussed:

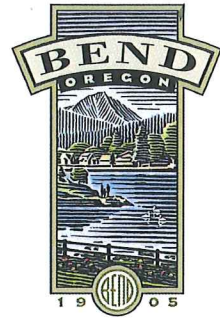
- Stormwater Coordinators: Roles and Responsibilities
- Illicit Discharge Manual
- Title 16 Implementation and Educational Tools Check-in
- Public Outreach Strategic Plan

Key Decisions/Action Items

- Stormwater staff are working on collecting pipe size information for the draft public facilities plan content and will coordinate with community development department to finalize once that aspect is completed. *May 2013 update: Link to initial materials provided to Brian Rankin in February. Operations staff has collected information; stormwater staff are compiling it into a table. Still awaiting completion of Master Plan.*
- Roles and responsibilities need to be more detailed than in the draft charter but more concise than in the detailed roles and responsibilities.
- Upper level managers need to coordinate to determine how to define and handle safe passage for the 100 year storm and how to handle the 25 year storm on small sites. Thereafter, permit center staff need additional training for consistency in plan quality and to ensure that Code is being followed adequately. Russell will include the discussion at an upcoming EDISM meeting that addresses the risk assessment of safe passage.
- David, Russell and Wendy will complete draft design calculation outreach for single family residential and share with Joe, Colin, and Craig for further input. The guidance will show an overflow point and should help with consistency and accuracy. *May 2013 update: Draft completed; provide to J,C,&C for input. Desire is to distribute at 5/14 trainings.*
- A flow chart showing where stormwater considerations are incorporated in land use and building inspections would be useful. Wendy will work with Craig (and David as appropriate) to update their original flow diagrams to reflect present-day Title 16 implementation reality as a training tool. *May 2013 update: Initial draft completed for land use completed.*
- Outreach in addition to site plan notations for new owners of single-family residential properties about stormwater facilities distributed with initial utility bills would be useful. *May 2013 update: On To-Do list.*
- With regards to finalizing roles and responsibilities, Wendy will refine the detailed lists to simplify the language and work in small or 1 on 1 meetings with affected divisions to finalize the draft. Attendees felt the references section and links to tools are good.

- Attendees agreed the Illicit Discharge manual draft is ready for public review. During public comment, staff will take it to the IAC for review and comment. Once comments are incorporated, the City Manager will sign the final version. *May 2013 update: Public and IAC comments incorporated; manual has been finalized and is ready to be posted on web.*
- Wendy will check with Deschutes County to determine if they have adopted the COSM. If not, Gary Firestone and Gary Judd will work to improve lease language to adopt the COSM and double check ensure appropriate legal authority at the airport for stormwater UIC requirements. *May 2013 update: COSM is mentioned in Deschutes County Code 17.48.190. Drainage. (see pages 7-8) at www.deschutes.org/County-Code.aspx?F=chapter+17.48.pdf*
- Wendy will provide a copy of the Stormwater Fee fact sheet to Paula and Jennifer at the front Administration desk as a useful outreach tool to customers. *May 2013 update: Completed, along with link to Fee FAQ as well.*
- Russell will provide a link from the private development engineering website to the City's stormwater website resources page.
- Wendy will set a meeting with Justin to look into working with the City's contractor graphic artist to standardize the look of stormwater outreach materials using the City standard, and to ensure proper notifications (e.g. accessibility) are incorporated. In the meantime, David will update the logos on the trifold to be the correct two-color logo. The meeting may also include discussions of evaluation survey coordination, app development, and City Edition planning. *May 2013 update: Received contact information for graphic artist.*
- Attendees will review the ACWA Construction Site Stormwater Guide final content draft to determine if any Bend-specific information needs to be included in the Appendix. *May 2013 update: Guide completed and undergoing printing.*
- Anyone with changes to the October meeting summary will provide them to Wendy. *May 2013 update: No changes received.*
- Anyone with further input on the strategic public outreach plan will provide them to Wendy. Wendy will continue to work on the next pieces of the outreach plan and share a full plan with the group. *May 2013 update: No input received.*
- Anyone with comment on the carpet cleaner brochure can provide within the next two weeks. Thereafter, stormwater program staff will complete and provide a mailout, as required by the permit, to carpet cleaners prior to the end of the fiscal year. *May 2013 update: No input received. Logo changed.*

City of Bend
Stormwater Liaisons
Meeting Attendance Sheet
February 26, 2013



Name:	Department/Division:
1. Wendy Edde	PWW-Storm
2. STEVE PRAZAK	PWW-Utilities
3. GARY FIRESTONE	ADMIN - LEGAL
4. David Buckner	PWW-Storm
5. Joe McClay	Building Division
6. Gary Judd	Airport
7. Ross Grayson	City Engineer
8. Justin Firestone	Communications
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City of Bend Stormwater Liaisons Meeting

Proposed Agenda
May 8, 2013, 11:00 to 12:00 AM
Board Room, City Hall

Purpose: Coordinate Stormwater Activities Among Affected Departments

I. Welcome and Introductions (5 minutes)

Objective: Welcoming remarks. Review and accept minutes. Receive updates on previous action items. Review and modify agenda as needed.

II. Updates (5 minutes)

Objective: Receive/provide updates regarding:

- *Water Pollution Control Facility (WPCF) Permit--to Underground Injection Controls (UICs)*
- *National Pollutant Discharge Elimination System (NPDES) Permit--to river*
- *TMDL Regulations*
- *Stormwater Master Plan and Public Facilities Plan*
- *Stormwater Coordinators Agreement, Roles and Responsibilities*

III. Review Draft Enforcement Response Plan and Discuss Guidance for Staff (30 minutes)

Objective: Bend Code Title 16 provided for a year of education prior to more stringent enforcement. That year ended in February, and it would be smart for the City to have a standard enforcement protocol to follow internally. The following attachment contains an initial draft enforcement program plan for your review that is based off the conversations during the Bend Code Title 16 development and similar program protocols.

IV. Review: Complying with Erosion and Sediment Control Requirements Training (10 minutes)

Objective: Receive update on training, along with discussion of draft materials that we would like to finalize and release for the training.

V. Roundtable Discussion (10 minutes)

Objective: Open discussion.

Stormwater Liaison's Meeting Summary May 8, 2013

Attendees: Craig Chenoweth (Community Development Department—Development Services); Russell Grayson (City Engineer); Justin Finestone (Communications); Joseph McClay, Melanie Paule (Community Development Department—Building); David Buchanan, Wendy Edde (Stormwater); Steve Prazak (Utilities); James Goff (Code Enforcement); Gary Firestone (Legal); Ryan Oster (EIPD—CIP Inspectors).

Key Items Discussed:

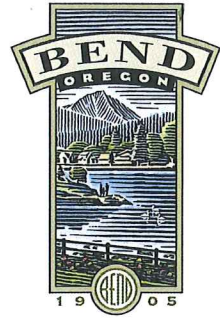
- Action Items from February meeting
- Regulatory and Planning Updates
- Roles and Responsibilities – updated draft charter distributed for review prior to individual meetings
- Enforcement Response Plan
- Erosion and Sediment Control IECA Training – Materials

Key Decisions/Action Items

- Wendy will finalize the October meeting summary – no comments have been received. Anyone with Changes to the February meeting summary will provide them to Wendy.
- Wendy announced that she will be presenting at a May 16 breakfast meeting of the Central Oregon Regional Council (CORC) of the Oregon Chapter of the Community Associations Institute. The focus is on stormwater but if anyone has educational materials that they want provided to HOAs, let Wendy know. Wendy will provide a contact for CORC to Justin Finestone.
- With regards to finalizing roles and responsibilities, Wendy will develop annual report questionnaires and attendees will review the revised tracked-changes draft charter prior to meeting in small meetings with affected divisions that Wendy will set up as appropriate.
- At an EDISM meeting, Russell will include as a topic for upper level managers to coordinate to determine how to define and handle safe passage for the 100 year storm and how to handle the 25 year storm on small sites in a manner that addresses the risk assessment of safe passage. Redmond requires the 100 year event be kept in site and may have some insights for Bend.
- Russell will provide a link from the private development engineering website to the City's stormwater website "business and homeowner's" resources page and Wendy will include a link as part of training materials.

- Wendy will update the draft flow chart showing where stormwater considerations are incorporated in land use and building inspections based on input received at the meeting with regards to responsibilities and will circulate it for another round of review.
- James Goff suggested and the team will consider tracking enforcement through the Code Enforcement layer on HTE. By tracking actions and comments through a global database, the history is there, and generic addresses can be set up. When the project to move away from HTE occurs, the database could be transferred.
- Enforcement Response Plan Comments. It is safest just to go with enforcement of stormwater only violations. If a stormwater violation also arises as a safety issue (e.g. materials in the street being a road hazard) the Community Service Officer may be called in for safety violations. For administrative fines and cost recovery sections, we should refer to the City's abatement process that is already documented in Code. Under Levels of Enforcement Response, under B.1, switch from 5 business days to 10 for consistency and given mail delays. When we are talking a consent order, we should truly be talking of consent by making sure the property owner agrees. Otherwise just call it an order. Attendees provided additional comments and David will incorporate them as well.
- Attendees will review the draft matrix for penalties that was distributed at the meeting.
- Russell will review the notes on the final draft design calculation outreach for single family residential. The guidance will be distributed at the training on 5/14.
- Attendees who feel any additional training materials should be provided for the training from the list received at the meeting will give suggestions to Wendy as soon as possible.

City of Bend
Stormwater Liaisons
Meeting Attendance Sheet
May 8, 2013



Name:	Department/Division:
1. Wendy Edde	Stormwater
2. [Signature]	PW Utilities
3. James Telf	CDD
4. [Signature]	Stormwater
5. Ryan OSTER	EIPD
6. Justin Firestone	Comm.
7. Russ Grasson	City Engineer
8. Craig Chenoweth	CDD
9. GARY FIRESTONE	LEGAL
10. Melanie Pande	BI Dept
11. Joe McClay	" "
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City of Bend / City of Redmond
Stormwater UIC Testing Procedures
Meeting Attendance Sheet
October 25, 2012



Name:	Organization:	Contact Changes:
1. <u>Wendy Elle</u>	<u>City of Bend - Stormwater</u>	
2. <u>Dan</u>	<u>City of Bend</u>	<u>Gov</u>
3. <u>MIKE CACCIANO</u>	<u>CITY OF REDMOND</u>	
4. <u>Denny Coffman</u>	<u>COB</u>	
5. <u>Russ Grayson</u>	<u>COB</u>	
6. <u>Larry Morse</u>	<u>COR</u>	
7. <u>DAVID ABBAS</u>	<u>COB</u>	
8. <u>Shannon Ostrodt</u>	<u>COR</u>	
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Stormwater Coordination Meeting—Ops & WQ

January 10, 2013

Proposed Agenda

- I. Fall Protection Franklin Follow-up
- II. Status of Systemwide Assessment Follow-up
 - a. Dry wells Construction Review
 - b. Inspect pipes on Colorado
- III. Valves for High Risk Facilities
- IV. Permitting Updates
- V. Training Opportunities
 - a. Performance Standards –use workshop/Compli
 - b. Webinar
- VI. Status of CCTV Pipe Review – Internal Repairs
- VII. Budget Development Coordination
- VIII. Open Discussion
 - a. Stannium and Milwaukie

Meeting Summary—Key Action Items

Attending: Hardy Hanson, Christopher Blake, Wendy Edde, David Buchanan

- Fall protection is being installed; and crews are scheduling cleaning.
- Dry well construction (depth and diameter) is on hold due to weather, but still on the schedules to be completed.
- David will work with Reese's CCTV crews to inspect pipes on Colorado.
- Staff will budget for valves for high risk facilities, including equipment to weld threads for a butterfly or other valve or tide gate. (about \$15-\$25,000/20)
- City's WPCF-UIC permit is about to go out for public review; City is negotiating NPDES permit next month, and is hiring a consultant to assist with TMDL negotiations.
- Chris would like routine short trainings, on average one training per month; likes the webinar.
- Trainings should extend to others who see things in the field (on-call, other divisions/depts.), and try to get a library for use anytime.
- Chris was not aware of CCTV pipe review and will look at the binder that Travis inherited from Mike Linkof to prioritize internal repairs along with catch basin upgrades
- Wendy will set up a meeting in the next couple of weeks to develop the wq/ops portions of the stormwater proposed budget. This will include providing a line item for fleet management that will include money for a midsize that can pull a mini truck (750) at \$120,000 loaded with box, and incorporate enough for system maintenance/upgrades and repairs to include water quality upgrades such as the valve program; and mats.
- Team reviewed Third Street plans; ops to submit a street-related comment that would result in cost-savings.

Stormwater Coordination
meeting - WA & Ops

1-10-12

Sign-in sheet

1. Wendy Edde
2. Gary Gannon
3. Chris Blum
4. [Signature]

City of Bend

Stormwater Coordination Meeting: Stormwater Enforcement (6/19/2013)

Attending: Mel Oberst (CDD), Craig Chenoweth (CDD--Development), Gary Firestone (Legal), Steve Prazak (Utilities), Wendy Edde (EIPD-Stormwater), Joseph McClay (CDD-Building), Tom Hickmann (EIPD)

Purpose: Mel indicated the purpose of the meeting was to develop a clear understanding regarding what the City can and cannot enforce and what the City should and should not enforce with regards to Bend Code Title 16.

Key Items Discussed:

--Currently building is giving some grace (e.g., saying clean this up and if it is not cleaned up by the next 1 or 2 inspections then we will stop inspecting). Joe indicated that this approach is working. If a facility is adjusted to conditions during construction so is not quite built or located to plan, building still accepts it. This does not necessarily place the liability on the City, according to Gary.

--Tom stated that Public Works does not want to get into private property issues.

--Tom expressed a common concern that stormwater facilities on private residential lots will not be properly maintained over time.

--Small lot sizes are an issue, given the need to protect foundations. Tom also expressed concerns regarding subsurface flows.

Key Decisions Made:

~Residential:

--In private-on-private residential issues, the City will suggest mediation with the adjoining property owners and the designer, builder, etc. The City will cooperate by providing approved plans, education, etc., but will not otherwise get involved; unless the ROW is impacted and then we will do enforcement. Otherwise it is a civil matter.

--The City will continue to enforce the 20% slope and the required stormwater plan, etc. (for which Russ does the reviews).

--On a residential lot where it was not built to plan, the building inspectors will have the project proponent revise the site plan so locations are known and are included in E-Plans for future reference.

~Commercial:

--If commercial, we get involved.

ED/Infrastructure Strategic Management Weekly Meeting

PURPOSE: Provide multi-departmental strategic direction for infrastructure and planning projects to achieve the City's growth plans

January 22, 2013

2:30-4:00 PM

City Hall – Board Room

Facilitator: *Russell Grayson* Minutes by: *Nancy Flannigan*

Agenda

Activity / Topic	Person presenting / leading	Time Allocated
1. Review Action Items from January 15 meeting	Russ	5
2. Review upcoming calendar events		
3. City Council Goal Setting and Work Plan <i>Objective:</i> Discuss next steps for the themes and associated project list.	Eric/Jon	45
4. City Council Financial Retreat Preparation <i>Objective:</i> Discuss General Plan Funding Allocation for CDD and PW/Eng in preparation for the Financial Retreat.	Eric/Sonia	30
5. Address impacts to local businesses from infrastructure improvement projects <i>Objective:</i> Get input on how we address the requests from local businesses	Paul	15
6. Water and Stormwater PFP's <i>Objective:</i> Discuss requirements for needs and timelines.	Mel	30
7. Department Roundtable (5 minutes maximum for each department head to discuss current issues, if needed)	Everyone	15
8. Wrap Up a. Review Action Items b. Review future agenda items and set Agenda for Jan. 29 c. Review how we did	Russ	10

Calendar of Events

1. Jan. 25 - Financial retreat
2. Feb. 6 - TSP at work session

ECONOMIC DEVELOPMENT/INFRASTRUCTURE STRATEGIC MANAGEMENT MEETING

PURPOSE: Provide multi-departmental strategic direction for
infrastructure and planning projects to achieve the City's growth plans

February 5, 2013
1:30-4:00 PM
City Hall – Board Room

Facilitator: *Russell Grayson* **Minutes by:** *Nancy Flannigan*

Agenda

Activity / Topic	Person presenting / leading	Time Allocated
1. Review Action Items from January 29 meeting	Russ	10
2. Review upcoming calendar events		
3. Stormwater PFP - <i>Objective:</i> How should we frame this for Council?	Eric/Tom	30
4. Surfacewater Discussion	Jon	30
5. CSMP <i>Objective:</i> Update	Brian	45
6. BEDAB Update <i>Objective:</i> Get feedback and also inform everyone of what will be highlighted. The goal is to make sure what will be highlighted sets up our goal setting sessions	Carolyn	20
7. Department Roundtable (5 minutes maximum for each department head to discuss current issues, if needed)	Everyone	15
8. Wrap Up a. Review Action Items b. Review future agenda items and set Agenda for February 12 c. Review how we did	Russ	10

Calendar of Events

1. Feb. 6 - TSP at work session
2. Feb. 6 – City Council Executive Session - Water
3. Feb. 7 - SIAG meeting - high level overview on how optimatics works on our system/
discussion on land use and density
4. Feb. 15 - Council goal setting session - first meeting - description of projects/structure

Action Items from 2/26 Meeting

<i>Action Items</i>	<i>Who</i>	<i>Date Due</i>	<i>Status</i>
Meet to discuss the stormwater PFP timeline	Brian/Mary	March	
Meet to discuss possible LTE planner	Mel/Brian/Tyler	March	
Add Citizen Service Requests (CSR) process to work session in April	Nick	March	Scheduled for 4/3

Future Agenda Items

1. Update EDISM on stormwater	Mary
2. Discuss Remand Task Force after the first of the year	Brian/Damian
3. IGA with County on the Urban Area Reserve	Mel
4. Airport master plan	Brian
5. Arrange future dog and pony show with Anchorage contact and Mel's contact from League of Oregon Cities	Mel/Paul
6. Discuss RFP for financial consultant for long term solutions	Sonia
7. Juniper Utilities	Paul

ECONOMIC DEVELOPMENT/INFRASTRUCTURE STRATEGIC MANAGEMENT MEETING

PURPOSE: Provide multi-departmental strategic direction for
infrastructure and planning projects to achieve the City's growth plans

**March 19, 2013
1:30-4:00 PM
City Hall – Board Room**

Facilitator: *Russell Grayson* **Minutes by:** *Nancy Flannigan*

Agenda

Activity / Topic	Person presenting / leading	Time Allocated
1. Review Action Items from March 12 meeting 2. Review upcoming calendar of events	Russ	15
3. Discuss 3 rd street underpass project <u>Objective:</u> Outline of presentation	Tom/Jeff/Eric F.	45
4. Department Roundtable (5 minutes maximum for each department head to discuss current issues, if needed)	Russ	15
5. Wrap Up a. Review Action Items b. Review future agenda items and set Agenda for April 2 (no meeting 3/26) c. Review how we did	Russ	

Calendar of Events

1. March 19 - First budget committee meeting - discuss CIPs
2. March 20 - Extra-strength resolution at Council meeting
3. April 3 - Discuss 3rd street underpass at work session - with explanation of master plan
4. April 17 - TSP at City Council work session
5. May 1 - TSP at City Council - public hearing

Action Items from 3/12 Meeting

<i>Action Items</i>	<i>Who</i>	<i>Date Due</i>	<i>Status</i>
Meet to discuss MPO possibly supplementing City staff or LTE	Mel/Brian/Tyler	End of March	
Prepare 15 minute stormwater 101 presentation to update City Council as part of the 3 rd street underpass project	Tom/Wendy	March 18	
Look at Code and Fee Resolution for fire protection service fee for those that do not want service to City domestic water	Sonia	April	
Review sewer SDC project list to see if short terms solutions can be added	Russ/Tom	April 9	
Submit letter regarding Crown Villa well application	Patrick/Mary	Done	

Future Agenda Items

1. Update EDISM on stormwater	Mary
2. Discuss Remand Task Force after the first of the year	Brian/Damian
3. IGA with County on the Urban Area Reserve	Mel
4. Airport master plan	Brian
5. Arrange future dog and pony show with Anchorage contact and Mel's contact from League of Oregon Cities	Mel/Paul
6. Discuss RFP for financial consultant for long term solutions	Sonia
7. Juniper Utilities	Paul
8. Updated Water PFP - put on Council agenda in March	Mary
9. Discuss UGB expansion - infill scenarios	Brian
10. Water/stormwater PFPs	Tom/Mary
11. Make decision on impacts to local businesses (advertise for them, traffic plan, etc.) - schedule end of March	Paul
12. SDC Agreements - Master Filing System - in April	Russ/Mary

Flash/Not Flash List

FLASH

Economic Development and infrastructure (short, medium, long)

UGB-serviceability of existing and expansion

Surface Water Improvement Project/LT2

Current Development Issues (North end example and Central Area Plan)

MEMORANDUM

710 WALL STREET
PO BOX 431
BEND, OR 97709
[541] 388-5505
TEL
[541] 388-5519
FAX

www.ci.bend.or.us

TO: **MAYOR AND CITY COUNCIL**
FROM: **ERIC KING**
SUBJECT: **WEEKLY REPORT**
DATE: **NOVEMBER 16, 2012**



Upcoming City Council Meetings and Other Events

- Monday, November 19, Work Session at 6 p.m., Regular Session at 7 p.m. at City Hall, Council Chambers - **this replaces the Wednesday meeting**
- City Hall Closed Thursday and Friday, November 22 & 23 for Thanksgiving

Council Orientation

Thank you for setting aside time to participate in the Council Orientation. Day one will focus on general administration and your role as a Councilor. On day two, each department will provide an overview of their work and we will have presentations on major projects. The final day will be reserved for a legal overview. Current Councilors are welcome and encouraged to attend.

- Council Orientation, November 28, 8 a.m. to noon, Fireside Room
- Council Orientation, December 3, 8 a.m. to 5 p.m., North Training Center
- Council Orientation, December 12, 8 a.m. to noon, Fireside Room

Oregon Local Leadership Institute Training

Registration for workshop is now open for upcoming workshops presented by the League of Oregon Cities. Click [here](#) to view the fall catalog with descriptions, dates, locations and registration information. Please contact Robyn if you are interested in registering.

Governing Basics – What You Need to Know
Bend – Dec. 5

Government Ethics in Oregon
Bend – Dec. 6

Leadership Boot Camp

On Saturday, December 8, 2012, PSU's Center for Public Service at the Mark O. Hatfield School of Government is offering a one-day "[Leadership Boot Camp](#)" especially targeted at newly-elected local officials. Details are available online at: www.pdx.edu/cps/newlyelected. Again, please let Robyn know if you would like to attend.

Stormwater Quality Annual Report Submitted

On November 1, the City submitted the Fiscal Year 2011-2012 Stormwater Quality Annual Report to the Oregon Department of Environmental Quality per the requirements of the City's National Pollutant Discharge Elimination System Permit and its Underground Injection Control Program requirements. The report covers the City's activities to minimize stormwater pollutants from impacting water resources during the period July 1, 2011 through June 30, 2012. It also provides a status report on implementation of the fifth year of activities in the Integrated Stormwater Management Plan (2006), and covers overall program administration, planning and financing; public education and involvement; illicit discharge detection and elimination; construction and post-construction stormwater management; municipal operations, monitoring, and drinking water protection from stormwater. A copy of the report is available on the City's website at:

<http://bendoregon.gov/index.aspx?page=288>

Roundabout Opens

The Powers / Brookswood roundabout looks great! We opened the intersection at noon today.

18th St. and Empire Ave. will re-open on Tuesday, November 20 at 1 p.m.



Central Oregon Large Lot Rule Adopted

The Land Conservation and Development Commission (LCDC) adopted amendments to administrative rules at Chapter 660-024 on November 15, 2012, that provide guidance to cities in Central Oregon when implementing the provisions of a regional large lot industrial land need study. The proposed rules apply to local governments in Crook, Deschutes or Jefferson counties who have entered into a local intergovernmental agreement (IGA) to allocate a limited number of large industrial sites to cities willing to fulfill an identified regional need for large industrial sites.

The new and amended rules provide procedures and requirements for determining large lot employment land need in a three county Central Oregon region (Crook, Deschutes and Jefferson Counties, and participating cities in those counties). The rules include planning and zoning requirements for sites added to UGBs in response to the determined need, and provide for urban growth boundary amendments to accommodate the need. A copy is attached.

**Agenda
Bend City Council
April 3, 2013
City Council Chambers, Bend
City Hall
710 NW Wall, Bend, Oregon**



Light Meal, 4:30 p.m.

City Council Work Session Meeting, 5:00 p.m.

- 1. Convene Work Session**
- 2. Traffic Safety Program- results from the recent crash study and implication for citizen service requests and enforcement efforts**

- 3. Stormwater Presentation**

[Response to Public Comments.pdf](#)

- 4. 3rd Street Underpass Project Update**

- 5. Riverside Project Update**


Regular Meeting, 7:00 p.m.

- 1. Roll Call: Mayor Jim Clinton, Councilor Jodie Barram, Councilor Scott Ramsay, Councilor Mark Capell, Councilor Victor Chudowsky, Councilor Doug Knight, Councilor Sally Russell**
- 2. Pledge of Allegiance**

Stormwater Overview and 3rd Street Underpass Stormwater Project Update


Council Work Session

April 3, 2013





1

Historical Perspective



- 1972: Clean Water Act (CWA)
- 1974: Safe Drinking Water Act
- 1986: "Deschutes River Corridor" Chapter Added to Bend General Plan
- 1987-'92: CWA Amended:
 - Stormwater (1987)
 - Total Maximum Daily Loads

2

Historical Perspective





- 2003-04: Applied for permits
 - Stormwater to River
 - Stormwater injection
- 2005: Began storm quality monitoring
- 2006:
 - Council approves Integrated Stormwater Management Plan (quality);
 - Began development of first Master Plan



3


Stormwater Utility

- 2007-08
 - Utility Formed
 - NPDES Permit
 - GPS Facilities
 - Central Oregon Stormwater Manual (Design)
 - Public Draft Master Plan
- 2009-10
 - Stormwater Quality reviews;
 - TV pipes;
 - Ambient Water Quality Monitoring;
 - COSM Update

4

Stormwater Utility Activities



- 2011 – 2012
 - Update CIP Prioritization;
 - Improved Development Requirements
 - Increased Wellhead Protection and UIC Understanding
 - Integrated Stormwater Management Plan (quality) Update
 - Negotiated and Met Regulatory Requirements

5


Intense Storms







6

Public Outreach

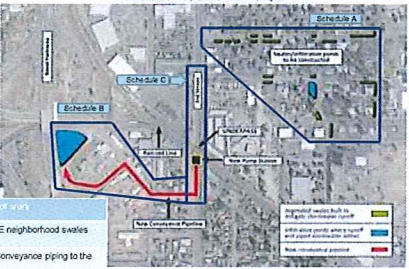


- First dedicated public meeting (open house) was held September 14, 2011.
- February, 2012, Project Manager and Consultant visited individual businesses.
- February 15th, 2012, project presented to council for direction. Many business owners in attendance. Council directed staff to perform night work only and required that 3rd street remain open to traffic during the day
- Second public meeting (open house) was held March 14, 2012.
- October 20, 2012, Flier mailed to businesses and residents indicating that an alternate evaluation was being conducted (Central Area Plan/ILFI). First phases of construction are postponed until spring of 2013.
- Public open house scheduled for April 22nd, 2013 at Bend Senior High. Notices are being sent out today.
- Continued public involvement plan being finalized.

Project Components



3rd Street Underpass Stormwater Project




Three stages of work

- Schedule A: NE neighborhood swales and planters
- Schedule B: Conveyance piping to the regional pond
- Schedule C: Underpass piping and pump station

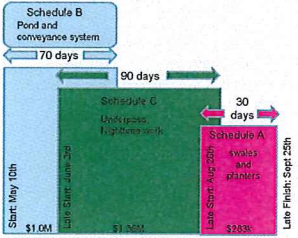
Legend

- Red: Schedule A
- Blue: Schedule B
- Green: Schedule C

Construction Duration, Schedule, & Costs



Bid Process Schedule
 Advertise: March 19th
 Pre Bid Meeting: April 2nd
 Bid Due Date: April 17th
 Council Award: May 1st
 Project Start Date: May 10th


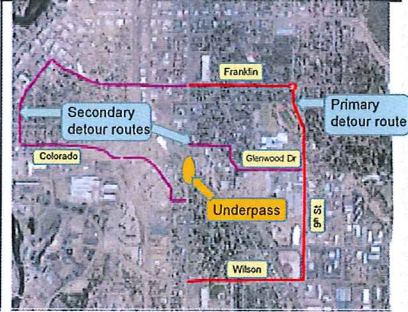


Total Project Costs

Engineering & Permits	\$430k
Inspection & Quality Assurance	\$220k
Construction	\$2.67mil
Total	\$3.42mil

Note: Schedules A and C have flexible start dates.

Local Detour

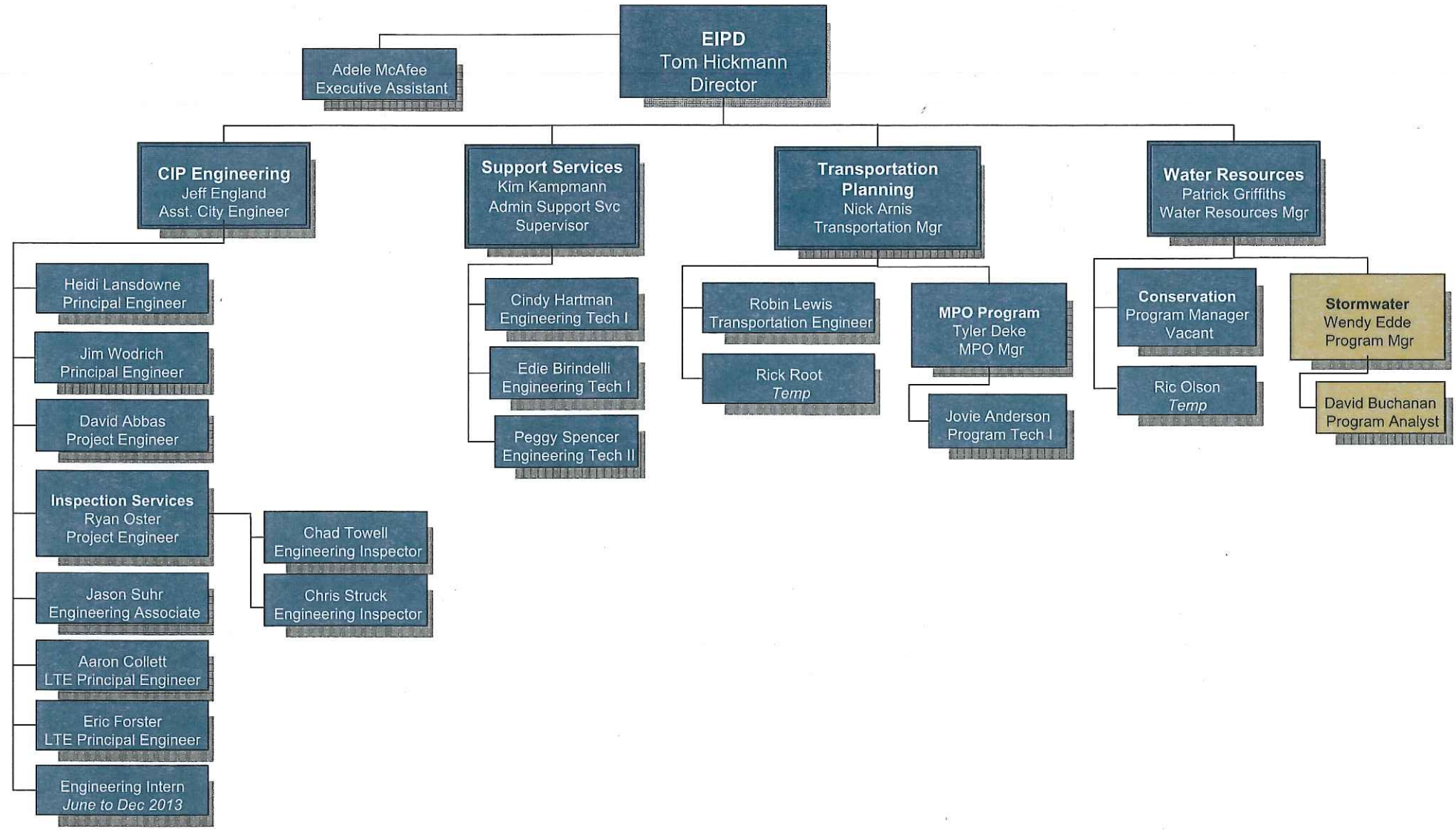
Primary detour route
 Secondary detour routes
 Underpass
 Franklin
 Colorado
 Glenwood Dr
 Wilson
 7th St



**CITY OF BEND STORMWATER QUALITY PROGRAM –
COMMUNICATION AND INPUT PATHWAYS**

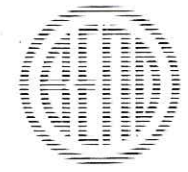


Engineering & Infrastructure Planning Department (EIPD)



City of Bend EIPD
Organizational Chart
Updated: May 1, 2013

Stormwater will be moving to Boyd Acres upon the completion of construction for new offices. Construction completion to be announced.

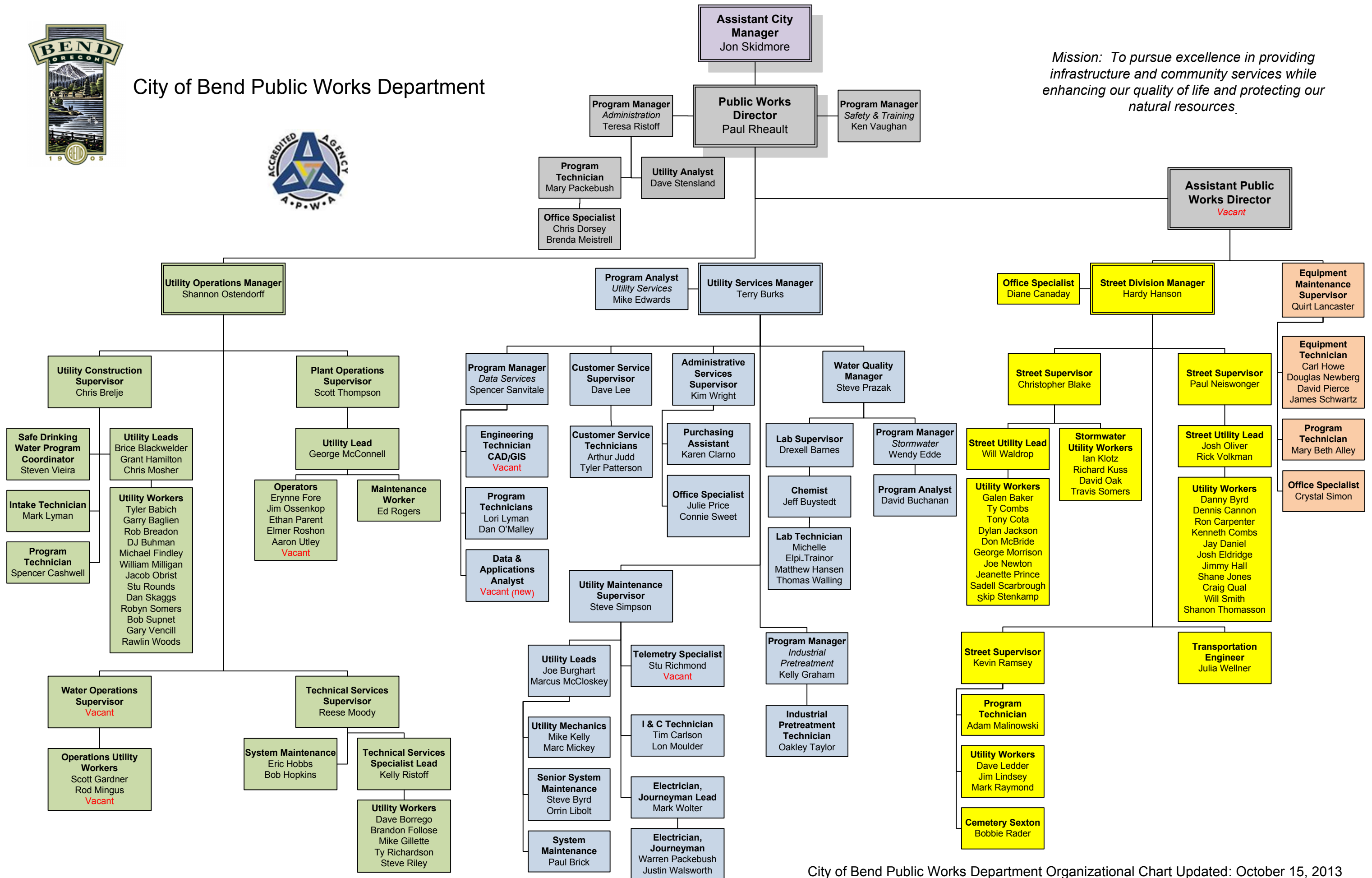


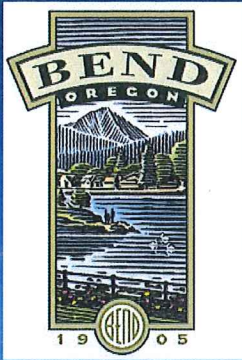


City of Bend Public Works Department



Mission: To pursue excellence in providing infrastructure and community services while enhancing our quality of life and protecting our natural resources.





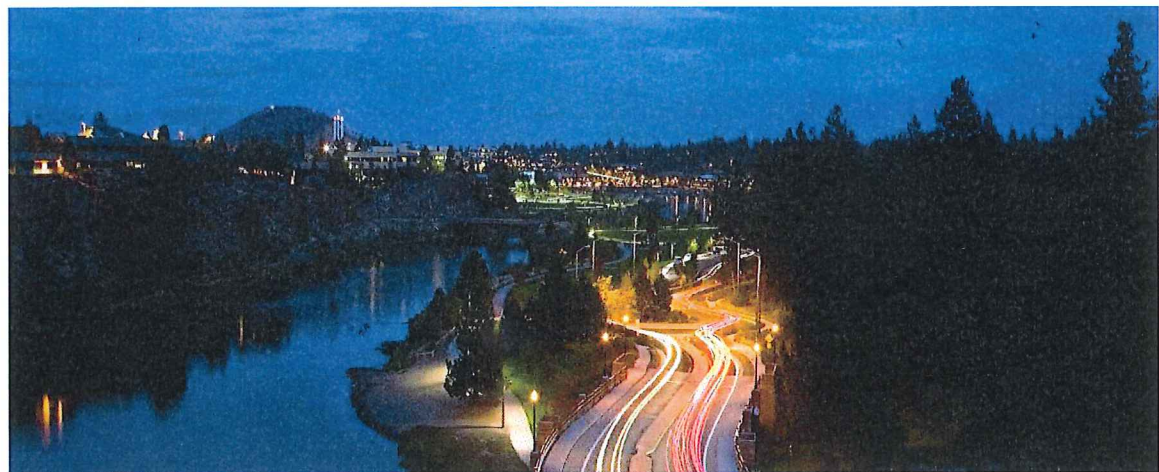
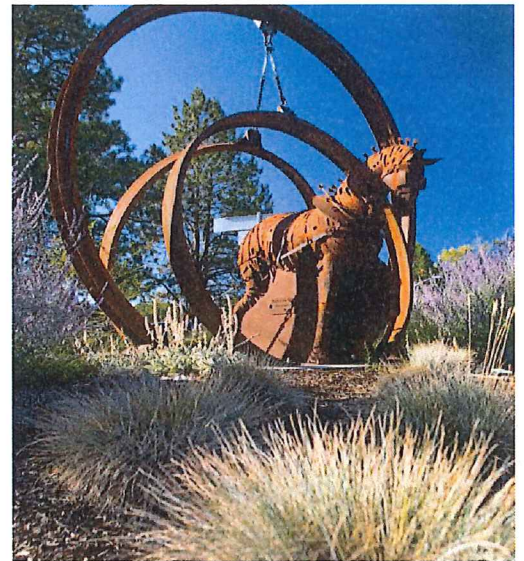
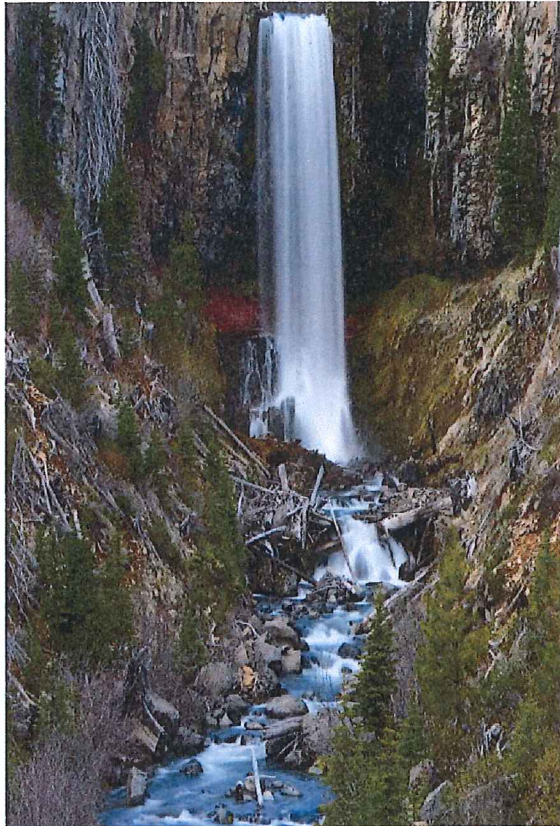
City of Bend, Oregon

2013-2015

Adopted

Biennial

Budget



Photography: ©2008 Dustin Mitsch / Alpen Exposure

**For the biennial budget period
July 1, 2013 – June 30, 2015**

**Fund Balance Detail Years 2009 - 2015
By Proprietary Fund Type**

FUND	ACTUALS		ADOPTED BUDGET			2013-15 % Change From Prior Period
	2009-11	ESTIMATE 2011-13	2013-14	2014-15	2013-15	
Internal Service Funds						
Internal Service Fund						
Beginning Fund Balance	\$ 8,853,223	\$ 8,613,441	\$ 8,641,300	\$ -	\$ 8,641,300	
Revenues	56,048,256	42,091,727	22,564,917	23,550,196	46,115,113	
Expenditures	56,288,038	42,064,167	23,199,340	24,126,482	47,325,822	
Net Change	(239,782)	27,560	(634,423)	(576,286)	(1,210,709)	
Ending Fund Balance	\$ 8,613,441	\$ 8,641,001	\$ 8,006,877	\$ (576,286)	\$ 7,430,591	-14%
Enterprise Funds						
Airport Fund						
Beginning Fund Balance	\$ 353,740	\$ 300,199	\$ 580,800	\$ -	\$ 580,800	
Revenues	7,191,040	5,402,075	1,775,200	3,157,600	4,932,800	
Expenditures	7,244,577	5,121,449	1,855,458	3,032,113	4,887,571	
Net Change	(53,537)	280,626	(80,258)	125,487	45,229	
Ending Fund Balance	\$ 300,203	\$ 580,825	\$ 500,542	\$ 125,487	\$ 626,029	8%
Cemetery Fund						
Beginning Fund Balance	\$ 372,371	\$ -	\$ 38,400	\$ -	\$ 38,400	
Revenues	113,868	186,396	112,300	116,600	228,900	
Expenditures	486,239	147,955	111,581	114,411	225,992	
Net Change	(372,371)	38,441	719	2,189	2,908	
Ending Fund Balance	\$ -	\$ 38,441	\$ 39,119	\$ 2,189	\$ 41,308	7%
Water Fund						
Beginning Fund Balance	\$ 7,192,631	\$ 11,575,999	\$ 6,887,200	\$ -	\$ 6,887,200	
Revenues	38,646,727	33,199,953	45,769,300	18,438,700	64,208,000	
Expenditures	34,263,359	37,888,784	37,081,043	21,931,408	59,012,451	
Net Change	4,383,368	(4,688,831)	8,688,257	(3,492,708)	5,195,549	
Ending Fund Balance	\$ 11,575,999	\$ 6,887,168	\$ 15,575,457	\$ (3,492,708)	\$ 12,082,749	75%
Water Reclamation Fund						
Beginning Fund Balance	\$ 9,249,431	\$ 15,808,435	\$ 23,683,700	\$ -	\$ 23,683,700	
Revenues	41,146,404	46,979,546	38,625,950	53,697,300	92,323,250	
Expenditures	34,587,400	39,104,199	49,695,481	53,670,959	103,366,440	
Net Change	6,559,004	7,875,347	(11,069,531)	26,341	(11,043,190)	
Ending Fund Balance	\$ 15,808,435	\$ 23,683,782	\$ 12,614,169	\$ 26,341	\$ 12,640,510	-47%
Downtown Parking Fund						
Beginning Fund Balance	\$ 662,980	\$ 1,079,045	\$ 1,072,500	\$ -	\$ 1,072,500	
Revenues	1,582,279	1,451,993	701,100	699,900	1,401,000	
Expenditures	1,166,212	1,458,472	569,020	551,251	1,120,271	
Net Change	416,067	(6,479)	132,080	148,649	280,729	
Ending Fund Balance	\$ 1,079,047	\$ 1,072,566	\$ 1,204,580	\$ 148,649	\$ 1,353,229	26%
Stormwater Fund						
Beginning Fund Balance	\$ 2,727,660	\$ 4,108,372	\$ 4,041,400	\$ -	\$ 4,041,400	
Revenues	5,067,389	5,120,537	2,596,900	2,634,300	5,231,200	
Expenditures	3,686,683	5,187,453	4,623,346	2,456,430	7,079,776	
Net Change	1,380,706	(66,916)	(2,026,446)	177,870	(1,848,576)	
Ending Fund Balance	\$ 4,108,366	\$ 4,041,456	\$ 2,014,954	\$ 177,870	\$ 2,192,824	-46%

Stormwater Program

	ACTUALS 2009-11	ADJUSTED BUDGET 2011-13	ESTIMATE 2011-13	BIENNIAL BUDGET		
				PROPOSED 2013-15	APPROVED 2013-15	ADOPTED 2013-15
RESOURCES						
Beginning working capital	\$ 2,727,660	\$ 3,814,200	\$ 4,108,372	\$ 3,941,400	\$ 3,941,400	\$ 4,041,400
Charges for services	4,902,774	4,981,100	5,024,954	5,145,100	5,145,100	5,145,100
Intergovernmental revenues	37,603	37,600	5,296	-	-	-
Interfund charges	61,946	32,750	30,459	30,800	30,800	30,800
Investment income	64,836	28,800	59,501	55,100	55,100	55,100
Miscellaneous	230	-	327	200	200	200
TOTAL RESOURCES	\$ 7,795,049	\$ 8,894,450	\$ 9,228,909	\$ 9,172,600	\$ 9,172,600	\$ 9,272,600

	ACTUALS 2009-11	ADJUSTED BUDGET 2011-13	ESTIMATE 2011-13	BIENNIAL BUDGET		
				PROPOSED 2013-15	APPROVED 2013-15	ADOPTED 2013-15
REQUIREMENTS						
<i>By Type:</i>						
Personnel services	\$ 1,746,661	\$ 1,731,558	\$ 1,676,306	\$ 1,888,380	\$ 1,888,380	\$ 1,888,380
Materials and services	472,588	661,432	498,242	840,396	840,396	840,396
Interfund transfers	1,120,162	1,011,000	999,205	1,804,000	1,804,000	1,804,000
Capital outlay:						
Vehicle/equipment	-	30,000	30,000	240,000	240,000	240,000
Construction/infrastructure	227,345	2,914,000	1,865,312	2,207,000	2,207,000	2,307,000
Total capital outlay	227,345	2,944,000	1,895,312	2,447,000	2,447,000	2,547,000
Debt service	119,926	118,600	118,388	-	-	-
Contingency	-	74,738	-	620,000	620,000	620,000
Reserves for future construction	-	2,353,122	-	1,572,824	1,572,824	1,572,824
TOTAL REQUIREMENTS	\$ 3,686,682	\$ 8,894,450	\$ 5,187,453	\$ 9,172,600	\$ 9,172,600	\$ 9,272,600

INFRASTRUCTURE Stormwater Program

Overview

The Stormwater program has the primary responsibility of maintaining, repairing and expanding the Stormwater system while complying with mandates from the federal and state government, including the:

- ✕ National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer (MS4) Phase II stormwater permit; and
- ✕ Underground Injection Control (UIC) Water Pollution Control Facilities (WPCF) permit (applied for, pending)

Activities within the division include catch basin, pipeline, drill hole and dry well operation and maintenance; stormwater treatment control operation and maintenance; property and public safety with respect to stormwater/flood control; stormwater quality protection; public education and outreach; and a capital improvement program.

Effective implementation of stormwater activities and controls requires a cross-departmental effort. Currently a number of stormwater activities are coordinated with the Street, Water, Water Reclamation and Laboratory divisions of the Public Works Department, the Planning and Building divisions of the Community Development Department and with Engineering staff in the Engineering and Infrastructure Planning Department. Illicit discharges and spill response are coordinated with the Police and Fire Departments.

	ACTUALS		ESTIMATE	ADOPTED BUDGET		
	2011-12	2012-13	2012-13	2013-14	2014-15	2013-15
Personnel services	\$ 791,606	\$ 884,700		\$ 927,748	\$ 960,632	\$ 1,888,380
Materials and services	223,142	275,100		427,548	412,848	840,396
Interfund transfers	461,289	537,916		871,050	932,950	1,804,000
Capital outlay:						
Vehicle/equipment	30,000	-		240,000	-	240,000
Construction/infrastructure	376,812	1,488,500		2,157,000	150,000	2,307,000
Debt service	57,488	60,900		-	-	-
Stormwater	\$ 1,940,337	\$ 3,247,116		\$ 4,623,346	\$ 2,456,430	\$ 7,079,776
Full Time Equivalents		10.02	9.96	9.71	9.71	9.71

Goals for the 2013 – 2015 Biennial Budget

- ✕ Complete key Capital Improvement Program (CIP) projects involving the Third Street Underpass
- ✕ Educate City staff, as well as citizens of Bend, about the Stormwater system's purpose, pollution prevention efforts and requirements
- ✕ Effectively negotiate and implement permit requirements
- ✕ Continue to address regulatory, capital and maintenance needs to ensure that public safety, federal and state water quality requirements are met and groundwater and surface water quality is protected from stormwater pollutants to the degree practicable
- ✕ Ensure interdepartmental coordination and focused planning in an effort to increase program efficiency
- ✕ Implement 10-year financial model to determine the long term financial needs of the program
- ✕ Install and test various stormwater treatment units for effective operations and consider for more widespread use

- ✧ Align the Stormwater Utility with the Water and Water Reclamation Utilities to obtain operational efficiencies and organizational congruence among enterprise funded utilities by sharing staff and equipment among all the Utility programs with similar operational responsibilities

Key Operational Objectives for the 2013 – 2015 Biennial Budget

- ✧ Complete the Third Street Underpass CIP project
- ✧ Conduct public review, adopt and begin implementation of the Stormwater Master Plan
- ✧ Obtain state approval of and begin to implement the Integrated Stormwater Management Plan 2022 (water quality focus)
- ✧ Obtain UIC permit and surface water permit reissuance from the Oregon Department of Environmental Quality (DEQ)
- ✧ Comply with federal and state stormwater regulatory requirements
- ✧ Complete pump and electrical work on the Drake and Dohema project to reduce risk of flooding in the area (see CIP project narrative for complete project details)
- ✧ Begin pipeline repair/replacement program

Major Accomplishments during the 2011 – 2013 Biennial Budget

- ✧ Facilitated adoption of Bend Code Title 16, comprehensively addressing stormwater management, and provided related compliance education including but not limited to development of an Illicit Discharge Manual
- ✧ Facilitated adoption of the Central Oregon Stormwater Manual (2010) as a design guidance manual in Standards and Specifications and Bend Code Title 16
- ✧ Completed design on the Third Street Underpass project and obtained approval of the construction schedule by City Council
- ✧ Completed 60% design and currently under contract with an engineering firm to develop final design for Westside Meadows remediation project
- ✧ Worked towards finalization of the City's first formal Stormwater Master Plan to be completed upon adoption of City's UIC Permit
- ✧ Continued to convene both a Stormwater Quality Public Advisory Group that provides key input on the development of the City's stormwater quality program elements
- ✧ Convened and an internal multi-divisional Stormwater action team to coordinate stormwater activities
- ✧ Maintained compliance with the Phase II NPDES Stormwater Permit, as well as submitted reissuance application package and began negotiations for permit reissuance
- ✧ Coordinated with statewide municipalities and actively negotiating with DEQ a UIC permit based on local and statewide stormwater monitoring data, the City's UIC system-wide assessment, UIC infiltration study results, and local UIC Risk Evaluation project to model the fate of stormwater pollutants entering underground injection controls that was approved by the state
- ✧ Monitored and maintained Stormwater treatment controls at Newport Bridge, Pilot Butte Middle School and NE 27th Street between the Forum Shopping Center and Neff Road
- ✧ Developed, revised based on public comment, and provided to the state for final approval an updated Integrated Stormwater Management Plan 2022 that outlines water quality tasks to meet permit requirements and protect both surface and ground water
- ✧ Established maintenance routes for efficient use of resources
- ✧ Cleaned and/or inspected all storm water facilities, meeting permit compliance needs
- ✧ Enhanced our cleaning techniques which allowed us to bring previously failed stormwater facilities back on line

Significant Changes from the 2011 – 2013 Biennial Budget

- ✘ Minimized capital improvement projects due to lack of funding and staff availability
- ✘ Increased maintenance upgrades and repairs to ninety (90) facilities to alleviate flooding in problem areas
- ✘ Increased educational/training needs to provide better awareness to the public and City staff to meet the regulatory requirements of maintaining and protecting the stormwater system
- ✘ Increased pipeline repair needs to alleviate flooding in problem areas

Major Capital Projects / Equipment Purchases for 2013 – 2015 Biennial Budget

- ✘ 2013-2014
 - One (1) work truck replacement - \$120,000
 - One (1) trailer replacement- \$30,000
 - One (1) mini excavator - \$90,000



Catch Basin

**INFRASTRUCTURE
Stormwater Program**

PERFORMANCE MEASURES

	ACTUALS 2010-11	ACTUALS 2011-12	ESTIMATE 2012-13	TARGET 2013-14	TARGET 2014-15
Output Measures:					
# of outreach materials distributed	N/A	N/A	N/A	500	500
Yards of debris removed	N/A	246	250	250	250
Storm drains cleaned/inspected	N/A	9,702	9,700	9,700	9,700
UICs cleaned/inspected	N/A	5,440	5,400	5,400	5,400
Effectiveness Measures:					
Average number of service/work orders per employee per month	N/A	280	408	400	400
Efficiency Measures:					
% Preventative vs. Non-Preventative	N/A	99%	99%	99%	99%
Customer per FTE	4,991	5,022	5,068	5,271	5,798
Stormwater Fee per Customer	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00

FIVE YEAR VEHICLE AND EQUIPMENT PLAN

	2013-14	2014-15	2015-16	2016-17	2017-18
One (1) vehicle replacement	\$ -	\$ -	\$ 50,000	\$ -	\$ -
One (1) pickup truck replacement	-	-	75,000	-	75,000
One (1) work truck replacement	120,000	-	120,000	120,000	-
One (1) trailer replacement	30,000	-	-	30,000	-
One (1) Vactor replacement	-	-	-	-	340,000
One (1) mini excavator	90,000	-	-	90,000	-
One (1) new sweeper	-	-	-	120,000	-
Total	\$ 240,000	\$ -	\$ 245,000	\$ 360,000	\$ 415,000

Stormwater
Five Year Capital Improvement Program (CIP) Schedule

	Cost Estimate Classification*	2013-14	2014-15	2015-16	2016-17	2017-18
Repair and Maintenance:						
Line Replacement Repair & Maintenance	N/A	\$ 348,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Continuing Projects:						
SR0701 Stormwater Master Plan	1	\$ 3,500	\$ -	\$ -	\$ -	\$ -
SR0802 Drake and Dohema Pump Station	1	165,000	-	-	-	-
SR09AA Third Street Underpass	1	1,640,500	-	-	-	-
		<u>\$ 1,809,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Stormwater CIP		\$ 2,157,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000

*Cost estimate classifications are based on standards developed by the Association for the Advancement of Cost Engineering International (AACE)

Estimate Class	Purpose	Project Definition Level	Cost Est. Range
Class 5	Concept or Feasibility	0% to 2%	+100%/-50%
Class 4	Preliminary Engineering	1% to 15%	+50%/-30%
Class 3	Semi-Detailed (30-60% Design)	10% to 40%	+30%/-20%
Class 2	Detailed (60-90% Design)	30% to 70%	+20%/-15%
Class 1	Final (100% Design)	50% to 100%	+15%/-10%
N/A	Not applicable. Line replacement and maintenance represents a variety of small capital rehabilitative projects, therefore does not conform to conventional Cost Engineering estimates.		

INFRASTRUCTURE
Public Works Laboratory Program

Overview

The Public Works Laboratory Division provides laboratory analysis, sampling and technical/regulatory support for pertinent divisions within the Public Works and the Engineering and Infrastructure Planning Departments. The main functions of the laboratory are to perform the following duties:

- ☒ Drinking water analysis
- ☒ Wastewater / reclaimed Water / biosolids analysis
- ☒ Industrial user waste discharge analysis
- ☒ Water Quality Monitoring Program (Deschutes River and Bridge Creek)
- ☒ Stormwater sampling / analysis & telemetry
- ☒ Hazardous waste management for the Public Works Department
- ☒ Specially requested analysis in conjunction with capital improvement projects
- ☒ Technical support including data analysis, database management and reporting
- ☒ Preparation and distribution of annual water quality report to all Bend water consumers

The data generated is utilized to determine compliance with State and Federal regulatory requirements and environmental compliance, sewer/water/stormwater rates and fees, process control, identification of unknown substances and drinking water (surface/ground water) quality analysis. The laboratory is accredited by the National Environmental Laboratory Accreditation Program (NELAP) as a certified water testing facility.

	ACTUALS		ESTIMATE	ADOPTED BUDGET		
	2011-12	2012-13	2012-13	2013-14	2014-15	2013-15
Personnel services	\$ 511,397	\$ 536,800	\$ 536,800	\$ 639,057	\$ 662,170	\$ 1,301,227
Materials and services	134,095	157,400	157,400	239,100	179,200	418,300
Interfund transfers	106,035	92,636	92,636	123,500	126,100	249,600
Capital outlay:						
Vehicle/equipment	-	24,000	24,000	8,800	12,000	20,800
Public Works Laboratory	\$ 751,527	\$ 810,836	\$ 810,836	\$ 1,010,457	\$ 979,470	\$ 1,989,927
Full Time Equivalents	5.00	5.00	5.00	6.00	6.00	6.00

Goals for the 2013 – 2015 Biennial Budget

- ☒ Perform, manage and report all required testing for all Public Works divisions
- ☒ Maintain NELAP Accreditation
- ☒ Utilize the Laboratory Information Management System (LIMS) with existing database systems to gain process efficiencies and improve document control
- ☒ Continue to explore new technologies and automated instrumentation to meet anticipated regulatory mandates and further enhance quality, quantity and efficiency as well as lower operational expenditures

Key Operational Objectives for the 2013 – 2015 Biennial Budget

- ☒ Maintain NELAP certification for additional bacteriological enumeration techniques and nutrient analysis

- ✧ Continue implementation and NELAP certification of the Inductively Coupled Plasma Spectrometer/Mass Selective Detector (ICP-MS) used for the analysis of metals in drinking and surface water, domestic and industrial wastewater, stormwater, soil and biosolids
- ✧ Continue to promote and increase the use of the Hach Water Information Management Solution (HACH-WIMS) database management system for Water Operations, Water Reclamation, Stormwater, Industrial Pretreatment and the Water Resources divisions, as well as data integration with LIMS

Major Accomplishments during the 2011 – 2013 Biennium

- ✧ Maintained National Environmental Laboratory Accreditation resulting from recertification procedures and on-site audits
- ✧ Maintained all State of Oregon Drinking Water Program and United States Environmental Protection Agency (US EPA) regulated drinking water sampling, management, analysis, reporting and data management
- ✧ Maintained Oregon Department of Environmental Quality (OR-DEQ) Conditionally Exempt Hazardous Waste Generator Status for all registered locations
- ✧ Responded to water quality concerns regarding Chromium (IV)
- ✧ Played a critical role in explaining cryptosporidium regulation to customers and evaluating the potential for a variance from Long Term 2 Enhanced Surface Water Treatment (LT2) Rules
- ✧ Integrated LIMS with applicable City of Bend database systems for process efficiencies and document control

Significant Changes from the 2011 – 2013 Biennial Budget

- ✧ One (1) new FTE – Laboratory Technician to support the increased testing requirements in 2013-2014

Major Capital Projects / Equipment Purchases for the 2013 – 2015 Biennial Budget

- ✧ 2013-2014
 - One (1) Hach DR 6000 Visible Spectrophotometer with RFID Technology for nitrate and nitrite process control testing - \$8,800
- ✧ 2014-2015
 - One (1) Foss Tecator Kjelttec 8200 Distillation Unit - \$12,000

INFRASTRUCTURE
Public Works Laboratory Program

PERFORMANCE MEASURES

	ACTUALS 2010-11	ACTUALS 2011-12	ESTIMATE 2012-13	TARGET 2013-14	TARGET 2014-15
<i>Output Measures:</i>					
# of Drinking Water Tests/Activities	4,314	4,441	4,686	4,725	4,725
# of Wastewater Tests/Activities	32,342	34,171	36,202	36,292	37,752
# of Stormwater Tests/Activities	290	300	340	340	340
# of Water Quality Monitoring Tests/Activities	3,134	2,781	2,860	3,310	3,535
<i>Efficiency Measures:</i>					
Activities/hour/person	5.67	5.90	6.23	6.32	6.55

FIVE YEAR VEHICLE AND EQUIPMENT PLAN

	2013-14	2014-15	2015-16	2016-17	2017-18
One (1) Hach 6000 Spec w/ reactor	\$ 8,800	\$ -	\$ -	\$ -	\$ -
One (1) Foss Tecator Kjeltac 8200 Distillation Unit	-	12,000	-	-	-
Total	\$ 8,800	\$ 12,000	\$ -	\$ -	\$ -

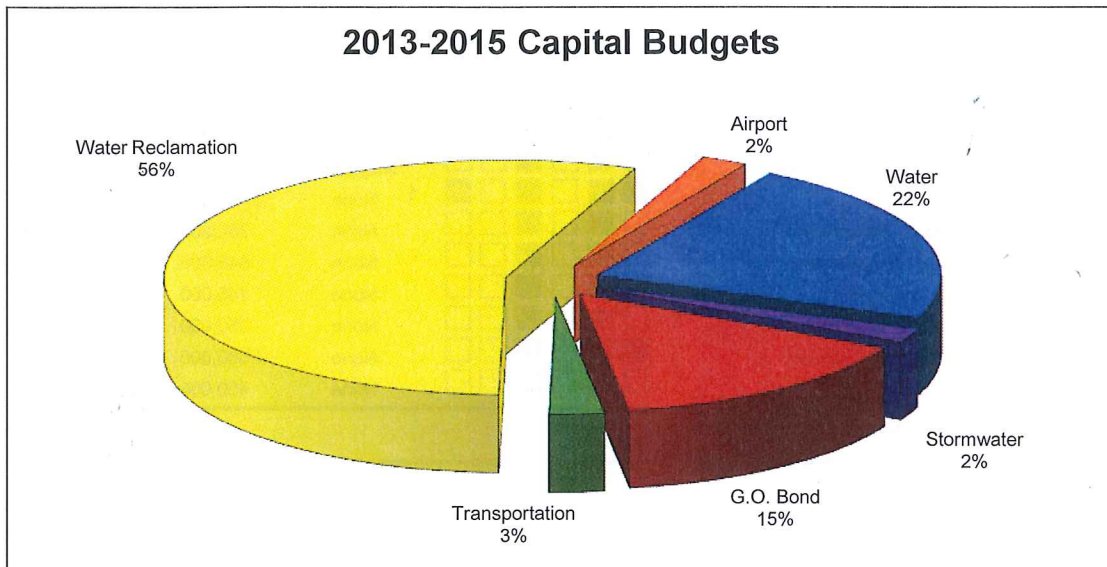
Summary of Infrastructure Capital Projects

FUND / Description	Funding Source							Impact on Annual Operating Budget	Total Project Estimate Jun-13	Multi Year Project Yes/No	Capital Outlay 2013-2015 Biennium	Project Detail on Page #'s
	Intergovernmental	Franchise Fees	Rates	SDC's	Urban Renewal	Other	Notes					
WATER FUND												
WA0422 Water Rights Acquisition	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	\$1,930,656+	Yes	\$ 260,000	377
WA13DA Drinking Water Source Protection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	30,000	Yes	20,000	379
WA0902 Bridge Creek Pipeline Maintenance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	38,849,373	Yes	22,076,000	380-81
WA10FA Water Modeling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	368,228+	Yes	100,000	383
WA12AA 18th St. Waterline Extension	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	173,204	Yes	65,000	384-85
WA13AA Mtn. High Waterline Extension	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	3,302,306	Yes	2,387,000	386-87
Total for Water Fund											\$24,908,000	
WATER RECLAMATION FUND												
SW0707 SE Interceptor	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Negligible	61,636,057	Yes	18,100,000	390-91
SW0802 Secondary Expansion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Moderate	46,170,787	Yes	35,950,000	392-93
ST10AA Existing Plant Interceptor Condition Assessment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	548,393	Yes	183,700	394-95
SW11BA Valhalla Sewer Relocation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	1,779,956	Yes	1,615,800	396-97
SW12AA Collection System Master Plan Update	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	2,939,951	Yes	1,655,300	399
SW13CA Short Term Solution #2- N. Area Gravity Mains	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	5,090,000	Yes	4,809,200	400-01
SW13DA Short Term Solution #1- N. Area Force Mains	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	1,058,400	Yes	965,300	402-03
SW13EA Short Term Solution #3- Colorado Lift Station	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	4,618,000	Yes	4,057,000	404-05
SW14AX Collection System Modeling	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	300,000+	Yes	-	407
Total for Water Reclamation Fund											\$67,336,300	
STORMWATER FUND												
SR0701 Stormwater Master Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	294,222	Yes	3,500	411
SR0802 Drake and Dohema	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Negligible	362,310	Yes	165,000	412-13
SR09AA Third Street Underpass	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Negligible	3,421,858	Yes	1,640,500	414-15
Total for Stormwater Fund											\$ 1,809,000	
TRANSPORTATION CONSTRUCTION FUND												
ST11FA Riverside/Franklin	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Negligible	1,298,914	Yes	1,113,300	418-19
ST11GA Galveston Corridor Improvements	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Negligible	415,644	Yes	390,000	420-21
ST11JA Murphy Overcrossing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1	None	2,970,635	Yes	400,000	422-23
ST14AX Portland Ave. Bridge Rehabilitation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	760,000	Yes	760,000	424-25
ST14BX Empire Ave. Bridge Rehabilitation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	645,000	Yes	185,000	426-27
ST14CX Sidewalk Design and Projects	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	145,000	Yes	90,000	429
ST14DX Neff and Purcell	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	250,000	Yes	250,000	430-31
ST17AX Division St. Bridge Replacements	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	4,000,000	Yes	-	432-33
ST18AX 3rd St. Multi Modal	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		None	400,000	No	-	434-35
Total for Transportation Construction Fund											\$ 3,188,300	

Summary of Infrastructure Capital Projects

FUND / Description	Funding Source							Impact on Annual Operating Budget	Total Project Estimate Jun-13	Multi Year Project Yes/No	Capital Outlay 2013-2015 Biennium	Project Detail on Page #'s
	Intergovernmental	Franchise Fees	Rates	SDC's	Urban Renewal	Other	Notes					
GENERAL OBLIGATION BOND CONSTRUCTION FUND												
ST12CB Empire/18th Intersection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	2	None	\$ 2,670,705	Yes	\$ 49,600	464-65
ST12CC Simpson/Mt. Washington RAB	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	2	None	\$ 2,221,900	Yes	\$ 136,300	466-67
ST12CD Powers/Brookwood RAB	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	2	None	\$ 2,207,971	Yes	\$ 65,100	468-69
ST12CE Reed Mkt: Newberry to 27th	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	2	None	\$ 6,158,731	Yes	\$ 4,733,200	470-71
ST12CF Reed Mkt: 3rd to Newberry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	2	None	\$ 14,147,353	Yes	\$ 12,514,200	472-73
ST12CH 27th St. Reconstruction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	2	None	\$ 1,000,000	No	\$ 1,000,000	474-75
Total for General Obligation Bond Construction Fund										\$18,498,400		
AIRPORT FUND												
AP13AA Eastside Helipad/Heliport Phase I	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	3	None	\$ 2,781,700	Yes	\$ 2,631,700	478-79
AP14AA Airport Master Plan Implementation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	4	None	50,000	Yes	\$ 50,000	481
AP15AA Airport Urban Renewal Plan Update	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	4	None	30,000	No	\$ 30,000	483
AP16AA FBO Ramp	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	3	None	1,443,800	Yes	\$ -	484-85
AP18AA Eastside Helipad/Heliport Phase II	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	3	None	2,589,127	Yes	-	486-87
Total for Airport Fund										\$ 2,711,700		
Notes:												
1. City Match to be funded with Transportation revenues and City staff time.												
2. Projects to be funded with General Obligation bond proceeds.												
3. City Match to be funded with Airport revenues and General Fund subsidy if State of Oregon grant not available.												
4. Projects to be funded with Airport revenues.												

* This schedule excludes Repair and Maintenance projects that are included on the 5 year CIP schedules.



Stormwater
Five Year Capital Improvement Program (CIP) Schedule

		Cost Estimate Classification*	2013-14	2014-15	2015-16	2016-17	2017-18
Repair and Maintenance:							
Line Replacement Repair & Maintenance	N/A		\$ 348,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Continuing Projects:							
SR0701 Stormwater Master Plan	1		\$ 3,500	\$ -	\$ -	\$ -	\$ -
SR0802 Drake and Dohema Pump Station	1		165,000	-	-	-	-
SR09AA Third Street Underpass	1		1,640,500	-	-	-	-
			\$ 1,809,000	\$ -	\$ -	\$ -	\$ -
Total Stormwater CIP			\$ 2,157,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000

*Cost estimate classifications are based on standards developed by the Association for the Advancement of Cost Engineering International (AACE)

Estimate Class	Purpose	Project Definition Level	Cost Est. Range
Class 5	Concept or Feasibility	0% to 2%	+100%/-50%
Class 4	Preliminary Engineering	1% to 15%	+50%/-30%
Class 3	Semi-Detailed (30-60% Design)	10% to 40%	+30%/-20%
Class 2	Detailed (60-90% Design)	30% to 70%	+20%/-15%
Class 1	Final (100% Design)	50% to 100%	+15%/-10%
N/A	Not applicable. Line replacement and maintenance represents a variety of small capital rehabilitative projects, therefore does not conform to conventional Cost Engineering estimates.		

City of Bend

**Capital Improvement Projects
2013/14 - 2017/18**

Fund

Category ▼

Department ▼

Budget Period:

Project Name:

Project Description:

This master plan evaluates the existing stormwater regulations, standards, and ordinances while providing an evaluation of the City policies and practices for a sustainable stormwater program. The 2013-2014 costs are to complete the plan started in 2006-2007. Since a master plan should be updated every five years, the costs after 2017-2018 reflect the beginning of a new update.

Need/Justification:

The City has been developing a Stormwater Program and needs the guidance of a master plan. Master Plan development is required as part of the Integrated Stormwater Management Plan which is part of the City's NPDES municipal permit and forms the basis for a large part of the public facilities plan required under State Goal 11.

Benefits:

Reduction in stormwater overflow to City streets and reduction in peak flows to the Water Reclamation Facility. The master plan will set goals for utility, quantity, and quality; the plan will also provide overarching strategies.

Consequences of Delaying/Eliminating this Project:

This increases the operating and maintenance costs for the City. This will also increase costs of the separate, but related, stormwater public facilities plan which is required by State Goal 11.

Project Related To:

Comments:

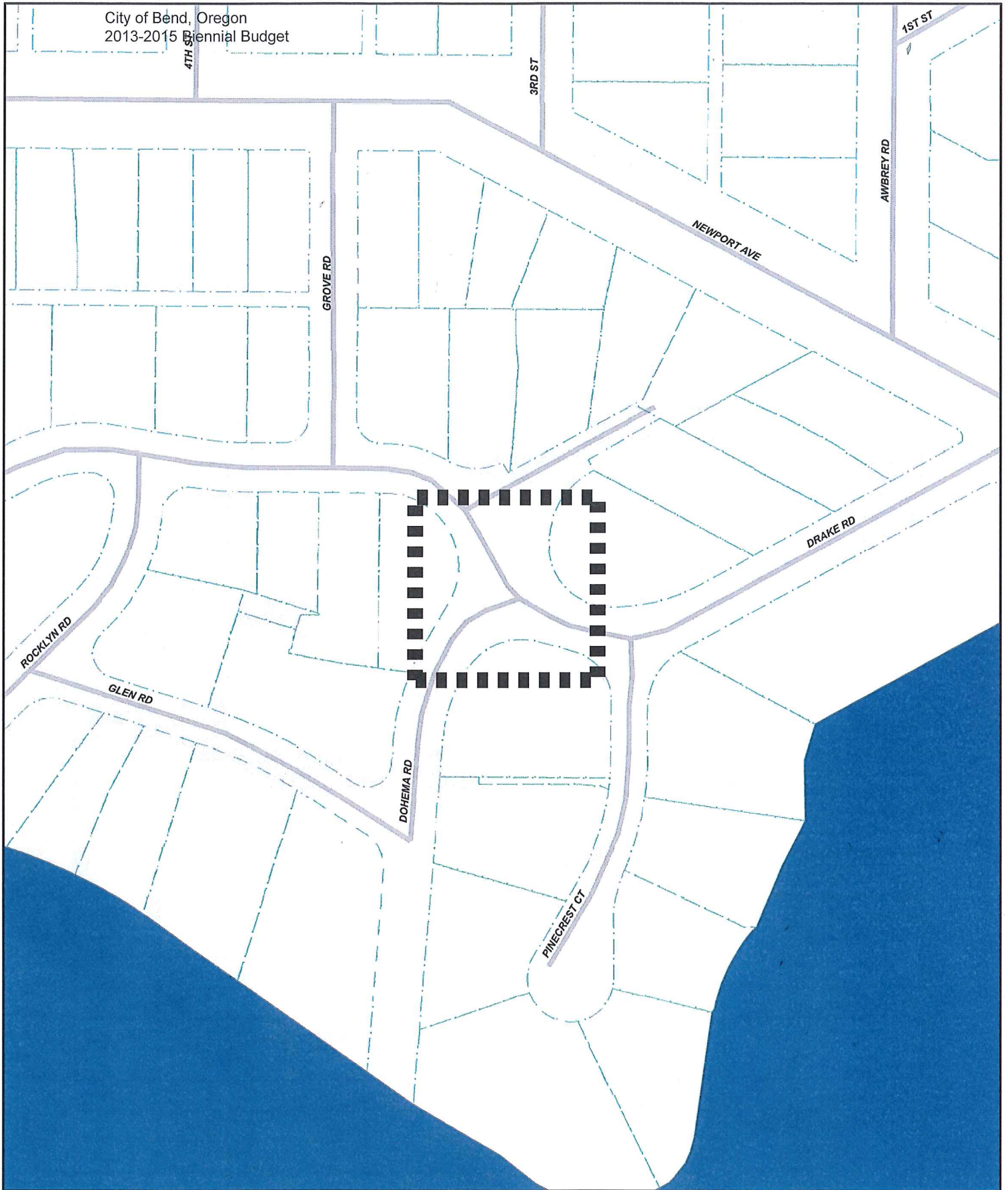
Cost Estimate Classification 1 = +15%/-10%

Cost Schedule	
Prior to 2013/14	\$ 240,722
2013/14	3,500
2014/15	-
2015/16	-
2016/17	-
2017/18	-
After 2017/18	50,000
Total Cost	\$ 294,222

Impact on Annual Operating Budget:

The master plan will have no direct impact on the operations budget, but there may be new projects or priorities identified once the plan is completed.

Method of Financing	
Type	Amount
Stormwater Utility Fee	\$ 294,222
Total	\$ 294,222



SR0802 Drake and Dohema Pump Station

Capital Improvement Projects
2013/14 - 2017/18



City of Bend

**Capital Improvement Projects
2013/14 - 2017/18**

Fund

Category

Department

Budget Period:

Project Name:

Project Description:
This project is substantially complete. The collection system, force mains and treatment swale have been constructed. The remaining work includes installation of a control panel, minor conduit work, and a pump system.

Need/Justification:
A nine acre basin drains to the intersection of Drake and Dohema. The existing stormwater system consists of catch basins and drill holes. The existing drill holes fail to take in water, causing flooding. During larger storm events the water floods neighboring basements and has caused significant property damage in the past.

Benefits:
The project will help prevent flooding and protect groundwater.

Consequences of Delaying/Eliminating this Project:
Additional property damage could occur during large storm events.

Project Related To:

Comments:
Cost Estimate Classification 1 = +15%/-10%

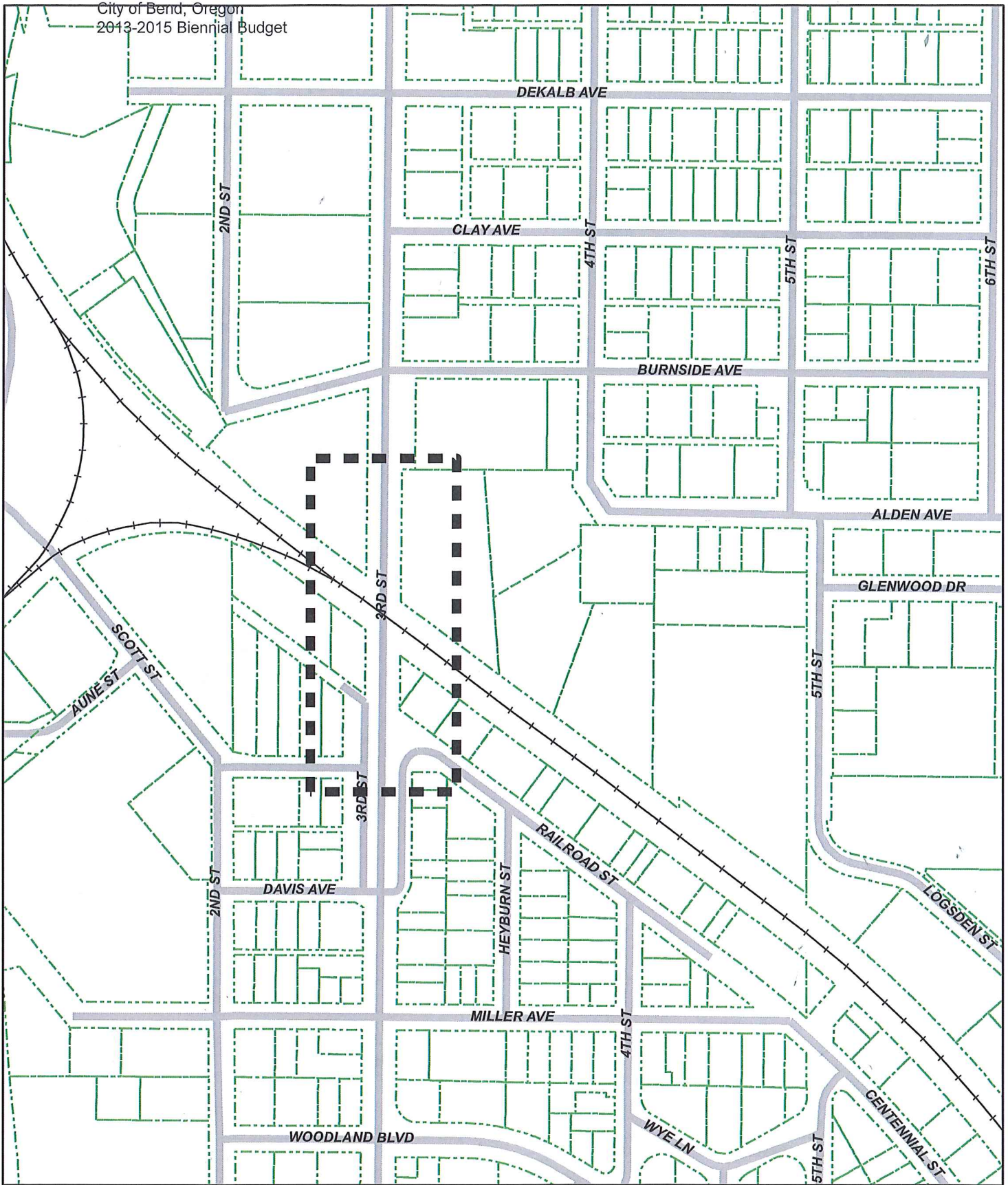
Cost Schedule	
Prior to 2013/14	\$ 197,310
2013/14	165,000
2014/15	-
2015/16	-
2016/17	-
2017/18	-
After 2017/18	-
Total Cost	\$ 362,310

Impact on Annual Operating

Budget:

Additional electricity charges and an additional sump pump that will require cleaning.

Method of Financing	
Type	Amount
Stormwater Utility Fee	\$ 362,310
Total	\$ 362,310



SR09AA Third Street Underpass

Capital Improvement Projects

2013/14 - 2017/18



City of Bend

**Capital Improvement Projects
2013/14 - 2017/18**

Fund

Category

Department

Budget Period:

Project Name:

Project Description:

The project will include constructing surface swales to reduce the volume of water entering the underpass, abandoning failing drill holes to meet State water quality standards, constructing large capacity storm drains and a lift station to move water out of the underpass, and constructing an off-site storm sewer and detention pond to store and infiltrate stormwater. The swale will be located on ODOT property near the Parkway/Colorado Street interchange.

Need/Justification:

Third Street is a vital north-south corridor in the City of Bend. The Third Street Underpass floods during moderate rainfall blocking all traffic for significant lengths of time. The closures block emergency vehicles, regional commercial traffic and local vehicle traffic. The flood waters can be deep creating a public safety hazard.

Benefits:

This project will allow the Third Street Underpass to remain open even during intense rain fall events. This will provide for greater safety for all users, including first responders. Additionally, overtime emergency staff time will be significantly reduced. Lastly, proposed improvements will also reduce the risk of groundwater contamination in the case of a hazardous material spill in the area.

Consequences of Delaying/Eliminating this Project:

The underpass will continue to flood and block all traffic flow creating larger public inconveniences and reduced response time for first responders. The site will continue to require a number of City staff and ongoing emergency pumping.

Project Related To:

Comments:

Cost Schedule

Prior to 2013/14	\$ 1,781,358
2013/14	1,640,500
2014/15	-
2015/16	-
2016/17	-
2017/18	-
After 2017/18	-
Total Cost	\$ 3,421,858

Impact on Annual Operating

Budget:

Adding an enhanced pump station will require periodic maintenance.

Method of Financing

Type	Amount
Stormwater Utility Fee	\$ 3,421,858
Total	\$ 3,421,858

ISWMP 2022 Performance Standards

Illicit Discharge Control

Subsection	Performance Standard	Implementation Status			Implementation Date	Comments
		Scheduled	Partial	Full		
PREPARE FOR ILLICIT DISCHARGE SCREENING AND INVESTIGATIONS	1 Receive information on non-stormwater discharge reports;				July 1, 2014	
	2 Assure that needed follow-up, elimination, and cleanup of illicit discharges are conducted;				July 1, 2014	
	3 Provide other staff with information about the status of source identification and elimination. In particular, staff who identify an illicit discharge will be informed about its outcome;				July 1, 2014	
	4 Make sure required reporting is completed;				July 1, 2014	
	5 Distribute information to the City's management and elected officials, as requested, about the resources needed to implement these performance standards;				July 1, 2014	
	6 Facilitate the implementation of these performance standards; and				July 1, 2014	
	7 Be responsible for sharing activities and findings with the Stormwater Coordinators				July 1, 2014	
	8 Train at least biennially City staff who maintain and repair the municipal storm drain conveyance system. Train other municipal staff who conduct field work where illicit discharges are likely to occur, to recognize illicit discharges and the procedures for responding to these discharges. Train all new staff who fill positions as described above, about illicit discharge recognition and response procedures.				July 1, 2014	
	9 Keep maps of the completed municipal storm drain system sufficiently accurate to be used for tracing illicit discharges.				July 1, 2014	
	10 Train City staff assigned to conduct illicit discharge investigations on the knowledge and skills necessary to be effective. They will be familiar with guidance developed by the City and DEQ staff and these performance standards				July 1, 2015	
CONDUCT FIELD SCREENING	1 Begin program to identify evidence of illicit discharges to the municipal storm drain conveyance system, using municipal maintenance and other local field staff while they are conducting their routine work. Report any evidence of illicit discharges identified during these field screening activities to the Stormwater Program Manager or designee for follow-up.				July 1, 2015	
CONDUCT FIELD INVESTIGATIONS	1 Verify whether an illicit discharge has occurred, using information provided as part of field screening and complaints received from the public or other agencies. The goal will be to initiate follow-up activities within twenty-four business hours from the time the Stormwater Program Manager receives the report.				June 30, 2016	
	2 When an illicit discharge has occurred, find the source and eliminate it, as soon as possible. Trace the source(s) of the illicit discharge using storm drain maps, inspecting manholes, and making surface observations. Record and maintain findings, as appropriate.				June 30, 2016	
	3 Continue to inspect and follow-up illicit discharges until: a. The source of the illicit discharge is found and eliminated ¹ ; or b. The discharge has stopped and cannot be traced to a source				June 30, 2016	
	4 If the City identifies three or more illicit discharges in a fiscal year within an area served by any major outfall or a UIC within a two year time of travel or wellhead protection area, additional illicit discharge investigations will be conducted in the area(s) served by the major outfall(s)/UIC during the subsequent fiscal year or sooner. These additional investigations will include one or more of the following, as appropriate: a. Periodic above ground surveillance of the area for visual evidence of illicit discharges; b. Additional inspections of businesses, if appropriate; c. Additional periodic investigations of outfalls, UICs, waterbodies, and open channels for evidence of illicit discharges; and/or d. Additional targeted educational outreach in the area.				July 1, 2018	

ISWMP 2022 Performance Standards

Illicit Discharge Control

Subsection	Performance Standard	Implementation Status			Implementation Date	Comments	
		Scheduled	Partial	Full			
FOLLOW-UP TO FIELD SCREENING AND INVESTIGATIONS	1	When a party responsible for an illicit discharge is found, provide the responsible party with: a. educational information about the impacts of his or her actions, b. the requirements of the local stormwater ordinance, c. options for proper discharge or disposal, and/or d. educational materials describing BMPs. When the source of an illicit discharge has not been found, distribute educational outreach materials to residents and/or businesses located in the immediate vicinity of the illicit discharge.				July 1, 2014	
	2	If the discharge is traced to a business, the Stormwater Program Manager, or delegated staff, will distribute appropriate educational and BMP information.				July 1, 2014	
	3	The goal of follow-up investigations will be to stop the illicit discharge(s) as soon as practicable and protect water quality to the maximum extent practicable.				July 1, 2014	
	4	Begin enforcement procedures, if appropriate, as per the enforcement authorities as set forth in the City's municipal ordinances.				June 30, 2016	
	a	Investigate and record reported spill reports and/or complaints about incidents within the City.				July 1, 2014	
	b	Become familiar with existing spill prevention, containment, response, and clean-up programs that cover the city's jurisdiction.				July 1, 2014	
	c	Coordinate illicit discharge prevention, elimination, and clean-up activities with existing programs				June 30, 2016	
	d	Establish a mechanism for obtaining information about spill incidents from other agencies and departments within the municipality so that source identification and follow-up activities can be coordinated.				June 30, 2016	
DOCUMENT AND REPORT COMPLETION	1	Document the number and types of illicit discharge incidents reported and follow-up investigations conducted within the agency's jurisdiction. (This does not include information from fluid spills from automobile accidents.)				July 1, 2014	
	2	Collect information for annual reporting including: a. Number of illicit discharges identified as part of staff investigations; b. Number of illicit discharge reported by other city staff and the public; and c. Follow-up activities.				June 30, 2016	

ISWMP 2022 Performance Standards

Litter Control

Subsection	Performance Standard	Implementation Status			Implementation Date	Comments
		Scheduled	Partial	Full		
SERVICES	1 Pick up litter receptacles located on City-owned property on a frequent enough basis to minimize or prevent spillage.				July 1, 2014	
	2 Provide an adequate number of litter receptacles on City-owned property. The City will make every effort to contain litter in receptacles.				July 1, 2015	
EDUCATION AND ENFORCEMENT	1 Encourage participation in and assist with the litter removal activities associated with the Stream Stewardship Day or other similar clean-up event				July 1, 2014	
	2 Encourage public education efforts to include an anti-littering message				July 1, 2019	

ISWMP 2022 Performance Standards

Monitoring

Subsection	Performance Standard	Implementation Status			Implementation Date	Comments
		Scheduled	Partial	Full		
Facility Procedures	1 Maintain a NELAC accredited facility for stormwater-related laboratory testing.				July 1, 2014	
Preparing for and Conducting Monitoring Activities	1 Maintain sampling plans and quality assurance plans, as appropriate.				July 1, 2014	
	2 Conduct appropriate recordkeeping and reporting.				July 1, 2014	

ISWMP 2022 Performance Standards

Municipal Maintenance

Subsection	Performance Standard	Implementation Status			Implementation Date	Comments
		Scheduled	Partial	Full		
STREET SWEEPING FREQUENCY	1 Clean streets according to the City's Sweeping Plan.				July 1, 2014	
PROBLEMS ASSOCIATED WITH EFFICIENT STREET CLEANING	1 Maintain a consistent sweeping schedule				July 1, 2014	
	2 Obtain copies of garbage and recycling collection schedules and work with water utility personnel to understand schedules of major water line flushing effort to improve coordination (e.g., to prevent conflicts with sweeping on days when collection barrels are in the road or to sweep pollutants off streets prior to major water line flushing).				June 30, 2016	
	3 Take appropriate measures to keep curbed areas clear during street cleaning. Measures may include, but are not limited to, developing and distributing newsletters and/or other public education materials notifying residents and businesses of street sweeping schedules; setting out temporary or permanent street signs; sending announcements through neighborhood association chairs, or website postings.				July 1, 2018	
	4 Provide adequate staff for conveniently reporting trees interfering with street cleaning.				June 30, 2016	
STREET CLEANING OPERATION TO MAXIMIZE POLLUTANT REMOVAL	1 Provide a clean looking street. Conduct tandem driving in areas of heavy load to minimize dirt tracks, trails, or debris to degree practicable given weather and winter road safety measures.				July 1, 2014	
	2 Check street cleaning equipment for proper adjustment.				July 1, 2014	
	3 Operate street cleaning equipment at the speed specified by the manufacturer.				July 1, 2014	
STREET CLEANING MAINTENANCE TO MAXIMIZE POLLUTANT REMOVAL	1 Regularly inspect and maintain street cleaning equipment.				July 1, 2014	
	2 Replace worn components as required to maximize efficiency.				July 1, 2014	
SPILL RESPONSE	1 Report spills observed on streets immediately for quick response by appropriate personnel.				July 1, 2014	
	2 Respond to spills in accordance with appropriate response procedures. This includes appropriate measures to block storm drain inlets to prevent and minimize discharges from entering storm drainage facilities in the event of an accident, spill, or emergency fire-fighting activity.				July 1, 2014	
RECORD KEEPING	1 Track miles swept using a broom odometer or by tracking mileage.				July 1, 2014	
	2 Track volume or weight of material removed for street cleaning.				July 1, 2014	
	3 Report summary of sweeping data in annual report.				July 1, 2014	
	4 Document and track areas where spills were reported and coordinate with the City's illicit discharge control field surveys..				July 1, 2015	
EDUCATION/TRAINING	1 Train annually, municipal staff, as appropriate, responsible for street sweeping to identify and report illicit discharges, and to comply with the other street sweeping performance standards.				July 1, 2014	

ISWMP 2022 Performance Standards

New Development, Redevelopment, and Construction Site Controls

Subsection	Performance Standard	Implementation Status			Implementation Date	Comments
		Scheduled	Partial	Full		
DEVELOPMENT PLAN REVIEW AND PERMITTING	1 Obtain adequate legal authority to implement stormwater quality control measures for development, redevelopment, and construction activities as part of the development plan review and approval process.				July 1, 2014	
	2 Require developers and owner/builders of projects that include permanent stormwater facilities to ensure ongoing operation and maintenance of the facilities, as part of project approval documents.				July 1, 2015	
	3 Require developers and owner/builders of projects with potential for significant erosion and planned construction activity to plan, prepare for and implement effective erosion and sediment controls.				July 1, 2015	
	4 Ensure municipal capital improvement projects also include stormwater quality control measures during and after construction, as appropriate for each project.				July 1, 2015	
	5 Inform developers and owner/builders of projects that disturb a land area of one acre or more in an area that drains to a surface water body of the state requirement to obtain coverage under the DEQ 1200C permit.				June 30, 2016	
	6 Require developers and owner/builders to control stormwater quality impacts of their projects by using appropriate BMPs. Encourage projects with significant stormwater pollution potential to mitigate impacts through site planning or design practices and/or post construction controls. For such projects, the developer and owner/builder will be encouraged to avoid, minimize, and mitigate, in that order, the potential adverse impacts to water quality.				July 1, 2017	
	7 Review and refine, if necessary, the stormwater ordinance requiring site planning or design practices and/or post construction controls to protect water quality.				July 1, 2018	
	8 Review, and as appropriate, incorporate policies and implementation measures into the General Plan and Development Code to help preserve and enhance water quality and protect sensitive areas. General Plan and Development Code amendments will be adopted periodically as part of the City's ongoing General Plan and Development Code updates.				July 1, 2019	
ADDITIONAL EROSION AND SEDIMENT CONTROL	1 Maintain an erosion and sediment control program that includes requirements for minimum performance standards, sufficient enforcement authority, training and tools for inspectors, and information for developers and contractors.				July 1, 2015	
	2 As a condition for issuing a grading permit, require developers and owner/builders to prepare, submit for review and approval, and implement effective erosion and sediment control measures as per City regulations.				June 30, 2016	
CONSTRUCTION INSPECTION	1 For development projects with significant erosion potential, require that erosion and sediment control measures are implemented through a construction inspection process. Measures will be implemented in accordance with local ordinances and project conditions of approval, including the approved erosion and sediment control plan. Measures will also be maintained as needed during construction.				July 1, 2014	
	2 Through a construction inspection process, require that construction contractors properly store, use, and dispose of construction materials, chemicals, and wastes from construction sites and prevent illicit discharges to the storm drains and watercourses.				June 30, 2016	
	3 As part of normal inspections, municipal inspectors will review construction sites for adequacy of stormwater quality control measures. The municipal inspectors will prioritize assistance and guidance to onsite inspectors based on the following criteria: a. Project's potential impact on stormwater quality; b. Size of the project; c. Site topography and soil characteristics; d. Season in which the construction phase occurs; and e. Nature of the construction activity.				June 30, 2016	
	4 Require that each active construction site either be stabilized or have supplies and roll out plans for immediate stabilization to be deployed prior to a major storm to minimize erosion and discharges of sediment from disturbed areas. As part of normal inspections, municipal inspectors will review to make sure these requirements are being met.				July 1, 2018	
	5 Review the inspection of construction sites with erosion and sediment controls following complaints or reports of sediment or pollutants being discharged in the public right of way.				July 1, 2019	

ISWMP 2022 Performance Standards

New Development, Redevelopment, and Construction Site Controls

Subsection	Performance Standard	Implementation Status			Implementation Date	Comments
		Scheduled	Partial	Full		
EDUCATION AND OUTREACH	1 Distribute appropriate educational and training materials to city staff, contractors, construction site operators, developers, and owner/builders such as: a. Construction BMPs including erosion and sediment controls; b. Available guidance on the DEQ 1200C permit, if applicable; c. Site planning or design measures and post construction controls; and d. Information provided by DEQ staff regarding State and Federal permit and approval requirements for related project activities. Distribute this information and guidance materials to developers and owner/builders early in the application or design review process, or have available on the City's website as appropriate for the type of project.				July 1, 2014	
	2 Train, at least biennially, appropriate construction inspection staff on inspection procedures, documentation, and enforcement related to stormwater pollution prevention.				July 1, 2015	
	3 Train, at least biennially, staff from planning, building, and public works staff on planning procedures, policies, design guidelines, and BMPs for stormwater pollution prevention and control.				July 1, 2015	
	4 Distribute appropriate educational and outreach materials provided by the DEQ to those utility contractors (water supply, cable, phone, electrical, etc.) seeking encroachment and/or grading permits from the municipality.				July 1, 2015	

ISWMP 2022 Performance Standards

Operation and Maintenance Verification

Subsection	Performance Standard	Implementation Status			Implementation Date	Comments
		Scheduled	Partial	Full		
TARGETING INSPECTIONS TO ACHIEVE	1 Develop and update as needed, an operation and maintenance review plan or				July 1, 2014	
	2 Educate business owners and operators about stormwater pollution prevention, separate from the inspection program.				July 1, 2015	
	3 Respond to complaints or referrals from others about a facility. The response may include actions such as: a. Interviewing the caller concerning the specific nature of the problem; b. Referring the caller to the DEQ staff for compliance questions concerning the State requirements (i.e., 1200 Z permit, etc.). c. Referring the caller to another agency if the facility is outside the City's jurisdiction; d. Calling the facility and providing appropriate BMP information. For substantive complaints not covered above, schedule a facility inspection or site visit as soon as possible.				July 1, 2015	
	4 Inspect and distribute appropriate BMP information to businesses per the operation and maintenance review plan priority. Frequency of inspection should be commensurate to the businesses' potential to flood or discharge pollutants to City facilities and available staffing levels.				June 30, 2016	
	5 Re-evaluate the City's priorities for operation and maintenance of permanent stormwater facilities. Update the operation and maintenance review plan as needed. Coordinate with other city inspectors (e.g., IPP or fire) to coordinate and minimize the number of inspections per business.)				July 1, 2018	
PREPARING FOR INSPECTIONS	1 Train appropriate City facility inspectors so that each inspector possesses the knowledge and skill necessary to conduct effective stormwater inspections. This includes identifying potential pollutant sources that may be exposed to stormwater runoff and non-stormwater discharges to the storm drains.				July 1, 2015	
	2 The appropriate City's inspection staff will be responsible with being knowledgeable about the following: a. Stormwater regulations and requirements, including the City's ordinance and applicable state permits; b. Impacts of non-stormwater discharges to the river, surface water and groundwater; c. Inspection techniques and procedures; d. Follow-up and enforcement procedures; and e. Stormwater BMPs. The inspectors and managers will obtain periodic training to support inspection activities and to continue to improve program implementation.				July 1, 2015	
CONDUCTING INSPECTIONS	1 Inspectors will review the facility layout to locate the storm drain system and/or stormwater drainage path.				June 30, 2016	
	2 Inspectors will review/inspect the following areas, if access to the area is safe and drains to a stormwater management facility or area from which stormwater flow may ultimately leave the site. a. Outdoor process/manufacturing areas; b. Outdoor material storage areas; c. Outdoor waste storage/disposal areas; d. Outdoor vehicle and heavy equipment storage and maintenance areas; e. Outdoor parking areas and access roads; f. Outdoor wash areas; g. Surface discharge outlets from rooftop equipment; and h. Outdoor drainage from indoor areas. i. The status of onsite stormwater facilities. These areas will be inspected for 1) their need for maintenance; 2) their potential to discharge pollutants from non-stormwater discharges to public facilities, and 3) pollutant exposure to stormwater.				June 30, 2016	
	3 Inspectors will notify the Stormwater Program Manager of potential to discharge pollutants from non-stormwater discharges, and pollutant exposure to stormwater from a business.				June 30, 2016	

ISWMP 2022 Performance Standards

Operation and Maintenance Verification

Subsection	Performance Standard	Implementation Status			Implementation Date	Comments
		Scheduled	Partial	Full		
	<p>4 When a business that impacts stormwater quality is identified, the City's Stormwater Program Manager will either be responsible for conducting, or delegating, the following:</p> <p>a. Communicate stormwater requirements.</p> <p>b. Distribute facility representatives with appropriate stormwater BMP5 information, educational materials, and inter/intra-agency referrals as needed. Ask the facility representative whether employees have been trained about how to prevent stormwater pollution.</p> <p>c. Inform the facility representative of any problems or violations found. A schedule for correcting problems identified during the inspection, and a means for verifying their implementation will be discussed with the facility representative. This information will be noted and tracked.</p> <p>d. Document and track inspection activities, follow-up, and enforcement activities for reporting to the DEQ in annual reports.</p>				June 30, 2016	
ACHIEVING FACILITY COMPLIANCE	<p>1 If a problem is identified during an inspection, the Stormwater Program Manager will either be responsible for performing, or delegating a follow-up site visit or initiating a self-certification process where the facility representative certifies in writing that the problem has been remedied within the time specified by the Stormwater Program Manager.</p>				July 1, 2019	
	<p>2 Begin enforcement procedures, if appropriate, as per the enforcement authorities as set forth in the City's municipal ordinances.</p>				July 1, 2019	

ISWMP 2022 Performance Standards

Public Information and Participation

Subsection	Performance Standard	Implementation Status			Implementation Date	Comments
		Scheduled	Partial	Full		
Coordination with Existing Opportunities/ Activities	1 Stay sufficiently informed about the programs and materials being developed by Oregon Association of Clean Water Agencies (ACWA) and/or other suitable programs and groups by regularly attending or tracking ACWA or other appropriate stormwater, groundwater and public outreach committees.				July 1, 2014	
	2 Distribute and/or make readily available outreach and educational materials to appropriate audiences within the City. This includes, but is not limited to schools, volunteer committees, neighborhood associations, community groups, business groups and /or other environmental groups.				July 1, 2014	
City Staff and Officials	1 Identify, develop, and communicate at least annually, information about the City's stormwater quality program to city management and elected officials so that they are well informed about the requirements, their role in implementing the local stormwater program, and the City's progress.				July 1, 2014	
	2 Train new employees involved with stormwater pollution prevention activities on their role in implementing the local stormwater program.				July 1, 2014	
Procedures and Training for Handling Telephone Calls from the Public About Stormwater Pollution Prevention	1 Establish procedures for answering, tracking, and efficiently routing stormwater-related telephone calls to the appropriate staff for handling.				July 1, 2014	
	2 Train staff assigned to answering or responding to telephone calls on the established procedures.				July 1, 2014	
	3 Promote the use of a City telephone number to facilitate public reporting of illicit discharges.				July 1, 2014	
Storm Drain Inlet Stencils and Signs	1 The City will have an active program to install stencils/storm drain markers on publicly owned storm drain inlets. This includes installation by municipal staff, contractors, volunteers, and/or community groups.				June 30, 2016	
	2 As a goal, stencils and signs will be maintained sufficiently to be legible.				July 1, 2014	
COORDINATION WITH PUBLIC SCHOOLS (K-12)	1 The Stormwater Program Manager will either be responsible for distributing, or delegating the distribution of, information about school based outreach and educational materials to public schools within the City. This may include disseminating information on how to obtain copies of materials and providing lending opportunities for the watershed diorama, and may include working with outside groups who work directly with school children providing pollution prevention and water education				July 1, 2014	
Local Community Outreach Program	1 The City will participate in community outreach activities from the areas listed below for the purpose of communicating the general stormwater pollution prevention message, complementing regional or statewide coordinated specific messages for target audiences, and facilitating the proper management and disposal of targeted pollutants. The City will participate in at least three activities annually.				July 1, 2014	
	a Distributing local, regional or statewide information through other venues (e.g., local newsletter, local magazine, mailing to target group, computer web site or network, local telephone directories, etc.).				July 1, 2014	
	b Participating in existing community events such as fairs, festivals, exhibits, etc. This participation may include setting up a booth, kiosk display, or other creative means for communicating the general stormwater pollution prevention message; using a specific message to a target group; or making a presentation at a local community service group				July 1, 2014	
	c Initiating new community events or playing a major role in planning and staging a community or city-wide event. Examples include, but are not limited to, Earth Day, Stream Stewardship Day, or other festival or fair, business mixer, seminar or workshop for a target group, contest, or coordination with businesses to provide pollution prevention discounts (e.g., recycled car wash discount).				July 1, 2014	
	d Developing and raising watershed awareness				July 1, 2014	
	e Coordinating with local volunteer groups to conduct outreach.				July 1, 2014	

ISWMP 2022 Performance Standards

Operation and Maintenance of Stormwater Pump Stations

Subsection	Performance Standard	Implementation Status			Implementation Date	Comments
		Scheduled	Partial	Full		
VISUAL INSPECTIONS	1 Inspect wet wells or forebays once per month for oil spills or other noticeable pollutant discharge.				July 1, 2014	
MAXIMIZE REMOVAL OF POLLUTANTS PRIOR TO DISCHARGE	1 Conduct at least one comprehensive cleaning of wet wells annually to remove sediment prior to the start of the rainy season to minimize discharge of sediment. Clean wet wells with a vactor, if possible.				July 1, 2014	
	2 If there is a large potential for pollutant discharge, have a spill kit readily available.				July 1, 2014	
	3 If any spill is reported or observed, try to remove the material at the nearest access point. As practical, shut down the pump station if the material may reach it. (A storm event may necessitate operation of the pump station.) As possible, prevent spill from discharging.				July 1, 2014	
	4 Store oil absorbent materials in appropriate maintenance vehicles.				July 1, 2014	
	5 Track spills upstream to try and locate the source(s) of pollution. Document spill incidents as part of the illicit discharge program. Implement enforcement, as appropriate.				July 1, 2017	
	6 Conduct at least one comprehensive cleaning of wet wells annually to remove sediment prior to the start of the rainy season to minimize discharge of sediment. Clean wet wells with a vactor, if possible.				July 1, 2019	
DISPOSAL	1 Dispose of screenings at a landfill, sediment at a location that will not re-enter the storm drain system or receiving waters through erosion, and oil-absorbed materials at a site licensed to accept hazardous waste.				July 1, 2014	
EDUCATION/TRAINING	1 Educate all personnel responsible for maintaining stormwater pump stations about these performance standards. City staff will conduct or provide at least one training session annually to educate pump station personnel about these performance standards and illicit discharge identification and reporting.				July 1, 2015	
	2 Conduct drills as part of the training, as appropriate				July 1, 2017	

ISWMP 2022 Performance Standards

Road Repair and Maintenance

Subsection	Performance Standard	Implementation Status			Implementation Date	Comments
		Scheduled	Partial	Full		
GENERAL PRACTICES/ TRAINING	1 Schedule excavation and road maintenance activities for dry weather, if feasible.				July 1, 2014	
	2 Equipment repairs and fueling or maintaining vehicles and equipment will be conducted in accordance with the Corporation Yard Performance Standards.				July 1, 2014	
	3 Recycle used motor oil, diesel oil, concrete, broken asphalt, etc. whenever possible.				July 1, 2014	
	4 Distribute educational and outreach materials, as appropriate, to those utility contractors (e.g., water supply, sewer, cable, phone, electrical, etc.) seeking encroachment and/or grading permits from the City.				June 30, 2016	
	5 Train at least biennially municipal staff and contractors conducting road repair and maintenance to comply with these performance standards.				June 30, 2016	
ASPHALT/CONCRETE REMOVAL	1 After breaking up old pavement, remove and recycle as much as possible to avoid contact with rainfall and stormwater runoff.				July 1, 2014	
	2 Take measures to protect storm drain inlets prior to asphalt breaking or concrete sawing operations (e.g., place sand bags or filtering barrier around inlets). Clean afterwards by sweeping or removing as much material as possible. Do not wash down to the storm drain.				June 30, 2016	
	3 During saw-cutting operations, block or berm around storm drain inlets using sand bags or an equivalent appropriate filter device, or absorbent materials such as pads, pillows, or socks to contain slurry, or wet/dry vacuum the slurry. If slurry enters the storm drain system, remove the material immediately.				June 30, 2016	
	4 Remove saw-cut slurry (e.g., with a shovel or vacuum) before leaving at the end of the day.				June 30, 2016	
PATCHING AND RESURFACING	1 To minimize runoff from patching and resurfacing activities, materials will not be stockpiled in streets, gutter areas, or near storm drain inlets or waterbodies unless these areas are protected (i.e., stockpiled material should be covered to minimize stormwater runoff.)				July 1, 2014	
	2 Cover and seal manholes and storm drain inlets before applying seal coat, slurry seal etc				July 1, 2014	
	3 Never wash excess material from exposed aggregate concrete or similar treatments into a street or storm drain inlet. Designate an unpaved area for clean up and proper disposal of excess materials.				July 1, 2014	
	4 Use only as much water as necessary for dust control to avoid runoff.				July 1, 2014	
	5 Sweep up as much material as possible and dispose of properly.				July 1, 2014	
	6 Clean up spills and leaks from other equipment and work site areas using "dry" methods (absorbent materials and/or rags). Properly dispose of absorbent materials and rags. If spills occur on dirt areas, the contaminated soil will be removed properly and on a timely basis				July 1, 2014	
	7 After the job is complete, remove stockpiles (asphalt materials, sand, etc.) and other extra materials as soon as possible.				July 1, 2014	
	8 If it rains unexpectedly, take appropriate action to prevent pollution of stormwater runoff (e.g., divert runoff around work areas). Draft				July 1, 2016	
	9 Wash down of streets is only permitted if runoff is controlled or contained, or appropriate best management practices are followed.				July 1, 2017	
SIGNING AND STRIPING	1 Have spill kits or store spill absorbent materials on trucks to be used in the event of a spill				July 1, 2014	
	2 Contain and clean up waste materials and dispose of them properly according to the MSDS.				July 1, 2014	
EQUIPMENT CLEAN UP/STORAGE	1 Clean sprayers, patch and paving equipment at the end of the day. Use approved collection methods and dispose or recycle waste materials at an approved facility.				July 1, 2014	
	2 If stored outdoors, cover sprayers, patch and paving equipment, if they contain pollutants, to prevent rainfall from transporting pollutants to the storm drain system.				July 1, 2014	
	3 Flush paint sprayer supply lines at the corporation yard. Use approved collection methods and dispose or recycle waste materials at an approved hazardous waste facility				July 1, 2015	

ISWMP 2022 Performance Standards

Storm Drain Facilities

Subsection	Performance Standard	Implementation Status			Implementation	Comments
		Scheduled	Partial	Full	Date	
ROUTINE INSPECTION AND CLEANING ⁶	1				July 1, 2014	
	2				July 1, 2017	
RECORD KEEPING	1				July 1, 2014	
	2				June 30, 2016	
	3				July 1, 2018	
SPILL RESPONSE (MULTIPLE AGENCIES INVOLVED)	1				July 1, 2014	
	2				July 1, 2014	
	3				July 1, 2014	
	4				June 30, 2016	
	5				July 1, 2017	

ISWMP 2022 Performance Standards

Storm Drain Facilities

Subsection	Performance Standard	Implementation Status			Implementation	Comments
		Scheduled	Partial	Full	Date	
DISPOSAL OF MATERIAL	1 Store material removed from storm drainage facilities on a concrete pad or other type of impermeable material away from storm drainage facilities. Drain wastewater to the sanitary sewer or allow to evaporate to prevent discharges to the storm drain system. Dispose of the material at an appropriate facility. Contact collections utility's staff prior to any new type of discharge in sanitary sewer.				July 1, 2017	

ISWMP 2022 Performance Standards

Winter Road Care

Subsection	Performance Standard	Implementation Status			Implementation Date	Comments
		Scheduled	Partial	Full		
WINTER ROAD CARE TO MINIMIZE POLLUTANT CONTRIBUTION	1 City will consider full long-term social costs and environmental/public safety risks when determining winter road care strategies.					
	2 The City will use alternative materials, such as basalt application, as much as possible and appropriate to minimize the use of chemical deicer (e.g., Mag Chloride), especially in sensitive areas.					
	3 Chemical deicers will be properly stored and handled per the chemical storage performance standards.					
	4 Any solid deicers used shall be properly covered to prevent contact with stormwater, and be stored outside of the 100 year floodplain.					
SPILL RESPONSE	1 Report spills observed on streets immediately for quick response by appropriate personnel.					
	2 Respond to spills in accordance with appropriate response procedures.					
RECORD KEEPING	1 Track amount of product used per month (chemical deicer and basalt sanding).					
EDUCATION/TRAINING	1 Train at least biennially, municipal staff and contractors, as appropriate, responsible for winter road care and chemical deicer (e.g., MgCl ₂) application to minimize overuse, to vary amounts to reflect site-specific characteristics, such as road width and design, traffic concentration, and proximity to surface waters and sensitive areas; to identify and report illicit discharges, and to comply with the other winter road care performance standards.					