

**City of Bend**  
**Stormwater Quality Public Advisory Group**  
**FY 2015-16 Action Item Tracking (Last Updated: 06/09/16)**

<b>Date Action Initiated</b>	<b>Action Item</b>	<b>Key Personnel</b>	<b>Status Update</b>
June 13, 2016	The outreach fact sheet targeting landscapers should be translated into Spanish as well.	Wendy Edde	<b>In Process.</b>
June 13, 2016	Public Advisory Group members will provide comments on the draft IDDE outreach pieces by Tuesday June 28, 2016 at noon.	PAG Members	<b>Completed.</b> Comments incorporated and review of text/graphic mockup by statewide committees conducted. Incorporating comments and prepping for graphic.
June 13, 2016	Attendees agreed with the logic behind kicking off year 2 of the Partnership program and discount card at the Film Contest in October, with the cards good through 2017. General Clean Water Works outreach will continue throughout the summer and fall including at Quest at the Fest, Stream Stewardship Day, and Munch n Movies. City will again target contractors, car washes, and others for the partner program, together will pressure washers, and landscape contractors as materials become ready. City will also consider ways to promote Stream Stewardship Day with regards to the volunteer	Wendy	<b>In Process/Partially Completed.</b> General Outreach continued/completed. No Film Contest entries together with staff shortages due to an extended leave made staff re-evaluate CWW Partnership 2017 start date. Staff included outreach on Deschutes River Clean-up Day in social media (Facebook/Twitter)

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	aspect of the Clean Water Works partnership perhaps with a press release.		
June 13, 2016	Wendy will prepare a press release addressing residential car washing.	Wendy Edde	<b>Not Yet Started.</b>
June 13, 2016	Krista will provide a copy of the two page Washington DOE inspection form that she uses.	Krista Ratliff	<b>Underway.</b>
June 13, 2016	Edit to 1-2 pages the construction inspection form guidance.	Wendy, New Hire	<b>In Process</b>
June 13, 2016	Add photos to maintenance inspection sheets in COSM to provide visual assistance.	Wendy	<b>In Process.</b> Collecting photos.
June 13, 2016	PAG members to provide review of City's draft Waterwise Landscaping Guide offline when provided in the next couple of weeks.	PAG members	<b>Completed.</b> City conservation staff expressed great appreciation for the efforts of PAG members, have incorporated comments and is working through reviews.
June 13, 2016	Next meeting after summer due to vacation scheduling conflicts.	Wendy	<b>In Process.</b> Scheduled for October 26, 2016.
June 13, 2016	Wendy to move forward with development of the notepad to be ready for Quest at the Fest.	Wendy	<b>Completed.</b> Notepads completed, printed, and released in time for Quest at the Fest, together with pens.
April 7, 2016	Wendy will share DEQ's 1200c information	Wendy	<b>Completed.</b> With June meeting materials. See link: <a href="http://www.deq.state.or.us/wq/stormwater/construction.htm">http://www.deq.state.or.us/wq/stormwater/construction.htm</a> .

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April 7, 2016	PAG members will send ideas for other groups the City should consider contacting regarding the Clean Water Works Partnership Program.	PAG	<b>Ongoing.</b>
April 7, 2016	Wendy will update the illicit discharge outreach and will have the PAG review a future version.	Wendy, ACWA IDDE Work group	<b>Completed.</b> PAG reviewed in June.
October 9, 2015	PAG to provide any additional annual report comments to Wendy by 10/29.	PAG	<b>Completed.</b> Comments received were addressed. Annual report was submitted on time.