MEDFORD
PUBLIC WORKS

STORMWATER MANGEMENT PROGRAM

FOR

NPDES PHASE II MS4 PERMIT COMPLIANCE

PROGRAM FROM MARCH 2019 TO MARCH 2025

EXTENDED TO MARCH 2026

November 2025

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0.0 GENERAL PERMIT INFORMATION

Permit Registrant: City of Medford
Permit Type: City
Registrant Type: Existing Registrant
Community Type: Large Community
DEQ Permit Number: 102898
EPA File Number: ORS113603
Physical Address: 411 W. 8th St, Medford OR 97501
Legally Authorized Representative: Alena Beltz, Utilities Engineer (as duly authorized representative for Dan Worth, Public Works Director, in accordance with CFR 122.22)
Point of Contact: Alena Beltz, Utilities Engineer,
alena.beltz@cityofmedford.org, 541-774-2132, 200 S. Ivy St, Medford OR 97504
Estimate of square mileage served by MS4: 26 square miles
Estimate the population served by the MS4: 86,000

0.1 PROGRAM INFORMATION

Receiving Waterbody	# of Outfalls	Impaired Waterbody		TMDL Impairment
		303d Listed	TMDL Issued	
Bear Creek	52	Yes	Yes	Temperature, Bacteria
Lone Pine Creek	30	Yes	Yes	Temperature
Lazy Creek	30	Yes	Yes	Temperature, Bacteria
Crooked Creek	22	Yes	Yes	Bacteria
Hansen Creek	2	Yes	No	
Gore Creek	1	Yes	No	
Larson Creek	28	Yes	Yes	Temperature, Bacteria
Little Elk Creek	31	Yes	No	
Upton Slough	5	Yes	No	
Unnamed	41	Yes	No	

The City of Medford has a joint agreement with other MS4 agencies in the valley to implement one or more stormwater management program control measures – See Appendix A for the Roge Valley Council of Government (RVCOG) annual report.

This Stormwater Management Plan is available on the City of Medford publicly accessible website: https://www.medfordoregon.gov/Government/Departments/Public-Works/Stormwater-Program

Permit Term	**Have all required control measures been completed in accordance with the Implementation Schedule?**	**Have finances, staff, equipment and other support capabilities been provided to implement the permit?**	**During this monitoring year, was compliance with the requirements of the permit evaluated?**	**During this monitoring year was it determined or reported that discharge from the MS4 caused or contributed to an excursion of an applicable water quality standard?**
2024-2025	Yes	Yes	Yes	No

1.0 INTRODUCTION

This Stormwater Management Program (SWMP) for the City of Medford, Oregon, has been developed to meet the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Phase II General Permit. The program outlined in this document was developed for a five-year period.

This SWMP is arranged to directly reflect the terms and conditions of the NPDES MS4 Phase II permit. At the beginning of each section is a summary table listing each proposed activity associated with the measure addressed in that section. The table indicates which permit section the activity applies to, whether the activity is currently being performed, and which annual reports will need to include evidence of performance. A "partial" status means some of the activity has been performed, but more is planned to meet requirements. The summary tables are followed by the activity descriptions, schedules, and measurable goals. Table 1-1, below, provides the reporting period and due date for each Annual Report as referenced throughout this document. Annual Reports are discussed on more detail in section 8.

TABLE 1-1 ANNUAL REPORT DEADLINES

Annual Report	Reporting Period	Due Date
1st Year Annual Report	Mar. 1, 2019 – June 30, 2020	Nov. 1, 2020
2nd Year Annual Report	July 1, 2020 – June 30, 2021	Nov. 1, 2021
3rd Year Annual Report	July 1, 2021 – June 30, 2022	Nov. 1, 2022
4th Year Annual Report	July 1, 2022 – June 30, 2023	Nov. 1, 2023
5th Year Annual Report	July 1, 2023 – June 30, 2024	Nov. 1, 2024
6th Year Annual Report	July 1, 2024 – June 30, 2025	Nov. 1, 2025

Subsections 1.1 and 1.2, below, outline specific permit terms and responsibilities. The language is largely taken directly from the permit.

1.1 AUTHORIZED DISCHARGES

(Schedule A.1 of the NPDES MS4 Phase II Permit)

Subject to the terms and conditions of the NPDES MS4 Phase II Permit, the City of Medford is authorized to discharge municipal stormwater to surface waters of the state from its MS4, within the defined permit coverage area. The permit also conditionally authorizes discharges from the City's MS4, which are categorized as allowable non-stormwater discharges in permit Schedule A.1.d and outlined below.

Requirement to Reduce the Discharge of Pollutants: Pursuant to 40 CFR §122.34(a), the City will at a minimum develop, implement and enforce this Stormwater Management Program (SWMP) designed to reduce pollutants from the MS4 to the maximum extent practicable, to protect water quality and to satisfy the appropriate water quality requirements of the Clean Water Act. The permit identifies the management practices, control techniques and system, and design and engineering methods necessary to meet this standard.

Water Quality Standards: Compliance with all the permit requirements is deemed compliance with applicable water quality standards as established in OAR 340-041. If the City or DEQ determines that a pollutant in the City's MS4 discharge is causing or contributing to an exceedance of an applicable water quality standard based on site-specific credible evidence, the City will take the following corrective actions:

i. Within 48 hours of becoming aware of or being notified of the exceedance, the City registrant must begin to investigate the cause of the exceedance;
ii. Within 30 days of becoming aware of the exceedance, the City will notify DEQ in writing of the exceedance (for on-going or continuing exceedances, a single written notification will fulfill this requirement); and
iii. Within 60 days of becoming aware of or being notified of the exceedance, the City will submit a report to DEQ that documents the following:
    a. The results of the investigation, including the date the exceedance was discovered or the date the City was notified by DEQ;
    b. A description of the conditions that are known or suspected to have caused or contributed to the exceedance; and
    c. Corrective actions taken or planned, including the date corrective action was completed or is expected to be completed.

DEQ will review the report submitted and either approve it or require modifications. The City will implement the corrective action(s) in accordance with the schedule approved by DEQ. DEQ may require a timeline and enforceable milestones for completion of the corrective

action plan. The details of all corrective actions implemented associated with item iii, above, must be included in the subsequent annual report. If the exceedance is due to an illicit discharge and the City confirms the required response outlined in section 4.4.2 of this document (Program to Detect and Eliminate Illicit Discharges – Response to Complaints or Reports - permit Schedule A.3.c.v (B)) has occurred, the corrective actions listed above are not required, though the details of the illicit discharge and response must be included in the subsequent annual report. If the permit registrant determines that the exceedance is already being addressed by actions associated with the implementation of a Total Maximum Daily Load, the City will submit a report to DEQ with the next annual report that documents the following:

i. The results of the investigation, including the date the exceedance was discovered;
ii. A description of the conditions that are known or suspected to have caused or contributed to the exceedance; and
iii. The TMDL applicable requirements that are being implemented.

The details of all corrective actions implemented associated with item iii, above, must be included in the subsequent annual report.

> 2024-2025 Annual Report – There was no such determination or any associated corrective actions.

Limitations of Coverage: The permit does not authorize, and this Stormwater Management Program (SWMP) does not cover:

i. Stormwater discharges associated with industrial activities [as defined in 40 CFR 22.26(b)(14)] or stormwater associated with construction activities [as defined in 40 CFR 122.26(b)(14)(x) and (b)(15)]. Such discharges are regulated through DEQ's NPDES Industrial Stormwater General Permits and DEQ's NPDES Construction Stormwater General Permits; or another appropriate NPDES permit.

ii. Stormwater discharges to underground injection control (UIC) systems.

Allowable Non-Stormwater Discharges: The permit does not authorize, and this Stormwater Management Program (SWMP) does not cover the discharge of non-stormwater from the MS4, except where such discharges satisfy one of the following conditions:

i. The non-stormwater discharge is regulated under a separate NPDES permit.
ii. The non-stormwater discharge originates from emergency firefighting activities.
iii. The non-stormwater discharge is categorized as an authorized or allowable non-stormwater discharge listed below:
    a. Uncontaminated water line flushing.
    b. Landscape irrigation. For permit registrant owned or operated areas landscape irrigation will be considered allowable only if pesticides and fertilizers are applied in accordance with the manufacturer's instructions.
    c. Diverted stream flows.

d. Uncontaminated groundwater infiltration (as defined at 40 CFR § 35.2005(20)) to separate storm sewers.
e. Rising groundwaters.
f. Uncontaminated pumped ground water.
g. Potable water sources (including potable groundwater monitoring wells and draining and flushing of municipal potable water storage reservoirs).
h. Start up flushing of groundwater wells.
i. Foundation, footing and crawlspace drains (where flows are not contaminated [i.e., process materials or other pollutant]).
j. Uncontaminated air conditioning or compressor condensate.
k. Irrigation water.
l. Springs.
m. Lawn watering.
n. Individual residential car washing.
o. Charity car washing (provided that chemicals, soaps, detergents, steam or heated water are not used. Washing is restricted to the outside of the vehicle, no engines, transmissions or undercarriages).
p. Flows from riparian habitats and wetlands.
q. Dechlorinated swimming pool discharges including hot tubs (heated water must be cooled for at least 12 hours prior to discharge).
r. Fire hydrant flushing.
s. Street and pavement washwaters (provided that chemicals, soaps, detergents, steam or heated water are not used).
t. Routine external building wash-down (provided that chemicals, soaps, detergents, steam or heated water are not used).
u. Water associated with dye testing activity.
v. Discharges of treated water from investigation, removal and remedial actions selected or approved by DEQ pursuant to Oregon Revised Statutes (ORS) Chapter 465.

If any of these allowable non-stormwater discharges are or become a significant source of pollutants, the City must prohibit that discharge or require implementation of appropriate BMPs to reduce the discharge of pollutants associated with the source before discharge to the MS4.

1.2 CITY OF MEDFORD RESPONSIBILITIES

(Schedule A.2 of the NPDES MS4 Phase II Permit)

The City of Medford is responsible for permit compliance related to the City's permit coverage area, or where the permit requires the City to specifically take an action.

a. Coordination Among Registrants and Joint Agreements: The City has not elected to submit a joint permit application and has not delegated implementation of any stormwater management program control measures to another permit registrant or entity.

b. Maintain Adequate Legal Authority: No later than September 1, 2023, the City will adopt, update, and maintain adequate legal authority through ordinance(s), code(s), interagency agreement(s), contract(s), and/or other mechanisms to control pollutant discharges into and discharges from the MS4 and to implement and enforce the conditions of the permit and actions outlined in this Stormwater Management Program (SWMP), to the extent allowable pursuant to the respective authority granted under state law. As outlined in this SWMP, existing ordinances or regulatory mechanisms are insufficient to meet the criteria required by the permit, the City will adopt new ordinances.

c. SWMP Document: The City of Medford will maintain this written Stormwater Management Program (SWMP) Document, updating it annually prior to each submittal of the Annual Report. The SWMP will be made available to the public through the City's publicly accessible website.

d. SWMP Information and Metrics: The City of Medford will maintain a method of gathering, tracking, and using SWMP information to set priorities, and assess its compliance. The City will track activities and document program outcomes to illustrate progress on the SWMP control measures (for example, the number of inspections, official enforcement actions, and/or types of public education actions, etc.), and cite relevant information and metrics, reflecting the specific reporting period, in each annual report.

e. SWMP Resources: The City of Medford will provide finances, staff, equipment and/or other support capabilities to implement the control measures and other requirements outlined in the permit and described in this SWMP.

2.0 PUBLIC EDUCATION AND OUTREACH

In order to meet requirements of Schedule A.3.a of the NPDES MS4 Phase II permit, the City of Medford will conduct an ongoing education and outreach program to inform the public about the impacts of stormwater discharges on waterbodies and the steps that they can take to reduce pollutants in stormwater runoff. The education and outreach program will be designed to address stormwater issues of significance within the City of Medford.

TABLE 2-1 PUBLIC EDUCATION AND OUTREACH

Activity/Requirement	NPDES MS4 Phase II Permit Section	Implementation Due Date	Implemented?	Required in Annual Report				
				1	2	3	4	5
Education and Outreach Program	Sch. A.3.a.ii	Feb 28, 2020	Yes	X	x	X	x	x
Stormwater Education Activities	Sch. A.3.a.iii	Feb 28, 2020	Yes	X	X	X	x	x
Target Audiences and Topics	Sch. A.3.a.iv	Feb 28, 2020	Yes	X	X	x	x	x
Education on Construction Site Control Measures	Sch. A.3.a.v	Feb 28, 2020	Yes	x	x	X	x	x

2.1 EDUCATION AND OUTREACH PROGRAM

(Schedule A.3.a.ii of the NPDES MS4 Phase II Permit)

The City of Medford's public education and outreach program will include educational efforts targeting the three audiences listed in Schedule A.3.a.iv. The goal of the education and outreach program is to reduce the behaviors and practices that cause or contribute to adverse stormwater impacts on receiving waters. The program will promote specific actions to increase audience understanding of how to reduce pollutant discharges in stormwater runoff and prevent illicit discharge from entering the MS4 and impacting receiving waters. To be considered adequate, the public education and outreach program must include the activities listed in Schedule A.3.a.iii through Schedule A.3.a.iv.

SCHEDULE AND COMPLETION DATE: The City has developed and is currently implementing a public education and outreach program.

MEASUREABLE GOAL: Every Annual Report will include descriptions of the work done for this program, including the evaluation of at least one education and outreach activity

corresponding to the reporting timeframe for the associated Annual Report. See Appendix A for RVCOG report.

2.2 STORMWATER EDUCATION ACTIVITIES

(Schedule A.3.a.iii of the NPDES MS4 Phase II Permit)

The City of Medford will distribute or offer at least two (2) educational messages or activities per year. Educational messages or activities may include printed materials (for example, brochures or newsletters); electronic materials (for example, social media, websites or e-newsletters); mass media (for example, utility bill inserts, transit advertisements, newspaper articles or public service announcements); targeted workshops, or other educational events or formats. The City will use existing materials if applicable. The City may develop its own educational materials and means of delivering its message(s). Based on the target audience's demographic, the City will consider delivering its selected messages and/or activities in an appropriate manner and in language(s) other than English.

SCHEDULE AND COMPLETION DATE: The City currently contracts with RVCOG to assist in meeting these stormwater education activities. See Appendix A for the Annual RVCOG report.

MEASUREABLE GOAL: Every Annual Report will include descriptions of at least two of the educational messages or activities completed that reporting year.

2.3 TARGET AUDIENCES AND TOPICS

(Schedule A.3.a.iv of the NPDES MS4 Phase II Permit)

The City of Medford will conduct education and outreach to each target audience identified below at least once during the permit term, construction site operators will be targeted at least twice. The City will focus its efforts on conveying relevant messages using the target topics identified below or stormwater issues of significance to the community.

(A) Target Audiences:

1. General public, homeowners, homeowner association, schoolchildren, and businesses (including home-based and mobile businesses).
2. Local elected officials, land use planners and engineers.
3. Construction site operators (See Schedule A.3.a.v).

(B) Target Topics:

1. Impacts of illicit discharges on receiving waters and how to report them.

2. Impacts from impervious surfaces and appropriate techniques to avoid adverse impacts.
3. Best management practices for proper use, application and storage of pesticides and fertilizers.
4. Best management practices for litter and trash control.
5. Best management practices for recycling programs.
6. Best management practices for power washing, carpet cleaning and auto repair and maintenance.
7. Low-impact development/green infrastructure.
8. Septic systems, information pertaining to maintenance of septic systems.
9. Watershed awareness and how storm drains lead to local creeks and rivers, and potential impacts to fish and other wildlife.
10. Stormwater issues of significance identified by permit registrant.

SCHEDULE AND COMPLETION DATE: The City currently contracts with RVCOG to assist in meeting many of these stormwater education activities. See Appendix A for the Annual RVCOG report. The City also performs other activities as outlined in the annual report.

MEASUREABLE GOAL: Every Annual Report will include descriptions of the education and outreach activities, including the target audiences and target topics, that have occurred during the reporting year and a summary of all activities to date for the permit term

REPORT PERMIT TERM: All three target audiences described in part (A) have been addressed

2.4 EDUCATION ON CONSTRUCTION SITE CONTROL MEASURES

(Schedule A.3.a.v of the NPDES MS4 Phase II Permit)

At least twice during the permit term, the City of Medford will conduct educational outreach to target construction site operators working within their community. Topics will include appropriate selection, design, installation, use and maintenance of construction site control measures required by the City's relevant ordinances or other regulatory mechanisms.

SCHEDULE AND COMPLETION DATE: City staff currently distribute erosion control brochures to contractors throughout the year. The City currently contracts with RVCOG to assist in meeting additional stormwater education activities. See Appendix A for the Annual RVCOG report.

MEASUREABLE GOAL: Every Annual Report will include descriptions of the education and outreach activities that have occurred during that reporting year and a summary of all activities to date for the permit term.

2.5 TRACKING AND ASSESSMENT

(Schedule A.3.a.vi of the NPDES MS4 Phase II Permit)

The permit registrant must track implementation of the public education and outreach requirements. In each corresponding annual report, the permit registrant must assess their progress towards implementation of the program, including the evaluation of at least one education and outreach activity corresponding to the reporting timeframe for the associated annual report. The assessment(s) should be used to inform future stormwater education and outreach efforts to most effectively convey the educational material to the target audience(s).

SCHEDULE AND COMPLETION DATE: City staff currently review education and outreach activity each year. See Appendix A for the Annual RVCOG report.

MEASUREABLE GOAL: Every Annual Report will include descriptions of the education and outreach activities that were assessed and the results of the assessment.

3.0 PUBLIC INVOLVEMENT AND PARTICIPATION

In order to meet requirements of Schedule A.3.b of the NPDES MS4 Phase II permit, the City of Medford will implement a public involvement and participation program that provides opportunities for the public to effectively participate in the development of the control measures identified in this Stormwater Management Plan (SWMP). The City will comply with public notice requirements when implementing a public involvement and participation process.

TABLE 3-1 PUBLIC INVOLVEMENT AND PARTICIPATION

Activity/Requirement	NPDES MS4 Phase II Permit Section	Implementation Due Date	Implemented?	Required in Annual Report				
				1	2	3	4	5
Publicly Accessible Website	Sch. A.3.b.ii	Feb 28, 2020	Yes	X	x	X	x	x
Stewardship Opportunity	Sch. A.3.b.iii	Feb 28, 2020	Yes	X	X	X	x	x

3.1 PUBLICLY ACCESSIBLE WEBSITE

(Schedule A.3.b.ii of the NPDES MS4 Phase II Permit)

The City of Medford will maintain and promote at least one publicly accessible website with information on the City of Medford's SWMP implementation, the SWMP Document, contact information, and educational materials. The website will be maintained with current information, and be updated at least annually. The City of Medford's website will incorporate the following:

(A) Illicit Discharge Complaint or Report requirements (see Schedule A.3.c.v).

(B) Draft documents issued for public comment, final reports, plans and other official SWMP policy documents.

(C) Links to all ordinances, policies and/or guidance documents related to the construction and post-construction stormwater management control programs, including education, training, licensing, and permitting.

(D) The City of Medford's contact information for relevant staff, including phone numbers, mailing addresses and email addresses.

SCHEDULE AND COMPLETION DATE: The City has developed a publicly accessible website that includes items A through D above.

MEASUREABLE GOAL: Every Annual Report will include a description of all website changes, related to the above requirements, that have occurred during the reporting year and a summary of all website changes during the permit term.

3.2 STEWARDSHIP OPPORTUNITY

(Schedule A.3.b.iii of the NPDES MS4 Phase II Permit)

The City of Medford will, at a minimum, create or partner in the development of one stewardship opportunity during the permit term. The City may consider one of the following stewardship opportunities or a more locally relevant opportunity:

(A) Stream team activities,
(B) Storm drain marking or stenciling,
(C) Volunteer monitoring,
(D) Riparian plantings/facility enhancement,
(E) Neighborhood low-impact development activities,
(F) Adopt-A-Road,
(G) Citizen advisory committee, or
(H) Other locally relevant opportunities.

SCHEDULE AND COMPLETION DATE: The City currently contracts with RVCOG to assist in meeting the Permit stewardship opportunity requirements. See Appendix A for the Annual RVCOG report.

MEASUREABLE GOAL: Every Annual Report will include descriptions of the stewardship opportunities that have occurred during that report year and a summary of all stewardship opportunities to date for the permit term.

4.0 ILLICIT DISCHARGE DETECTION AND ELIMINATION

In order to meet requirements of Schedule A.3.c of the NPDES MS4 Phase II permit, the City of Medford must implement and enforce a program to detect and eliminate illicit discharges into the municipal separate storm system (MS4), to the extent allowable by state laws. An illicit discharge is any discharge to an MS4 that is not composed entirely of stormwater. Conditional exceptions are identified in Schedule A.1.d of the permit. The following presents the requirements for the program, how they are being achieved and the implementation schedule.

All activities described in this section must be implemented by February 28th, 2022 per Schedule A.3.c.i.(A) of the permit.

TABLE 4-1 ILLICIT DISCHARGE DETECTION AND ELIMINATION

Activity/Requirement	NPDES MS4 Phase II Permit Section	Implementation Due Date	Implemented?	Required in Annual Report				
				1	2	3	4	5
MS4 Map and Digital Inventory	Sch. A.3.c.ii(A)	Feb 28, 2022	Yes			x	x	x
Outfall Inventory	Sch. A.3.c.ii(B)	Feb 28, 2022	Yes			x	x	x
Conveyance System and Structural Stormwater Control Locations	Sch. A.3.c.ii(C)	Feb 28, 2022	Yes			x	x	x
Chronic Illicit Discharges	Sch. A.3.c.ii(D)	Feb 28, 2022	Yes			x	x	x
Ordinance and/or Other Regulatory Mechanisms	Sch. A.3.c.iii	Feb 28, 2022	Yes			x	x	x
Enforcement Procedures	Sch. A.3.c.iv	Feb 28, 2022	Yes			x	x	x
Illicit Discharge Complaints and Reports	Sch. A.3.c.v(A)	Feb 28, 2022	Yes			x	x	x
Response to Complaints or Reports and Notification of Other Authorities	Sch. A.3.c.v(B-C)	Feb 28, 2022	Yes			x	x	x
Complaints Tracking	Sch. A.3.c.v(D)	Feb 28, 2022	Yes			x	x	x
Dry Weather Screening Program	Sch. A.3.c.vi	Feb 28, 2022	Yes			x	x	x
Illicit Discharge Detection and Elimination Training and Education	Sch. A.3.c.vii	Feb 28, 2022	Yes			x	x	x

4.1 MS4 MAP

(Schedule A.3.c.ii of the NPDES MS4 Phase II Permit)

The City of Medford will perform and maintain mapping activities including the following elements:

4.1.1 MS4 MAP AND DIGITAL INVENTORY

(Schedule A.3.c.ii(A) of the NPDES MS4 Phase II Permit)

The City of Medford will develop and maintain a current map of the MS4. The map and digital inventory will include the location of outfalls and the outfall inventory, conveyance system and structural stormwater control locations, and any identified chronic illicit discharges. The City of Medford will delineate the MS4 by drainage basin and identify the location and characteristics of ongoing dry weather flows.

SCHEDULE AND COMPLETION DATE: The City is maintaining an online mapping system (Medford Land Information) which includes various data including the following: stormwater conveyance system, outfalls, private structural stormwater facility locations, public stormwater facility locations, characteristics of dry weather flow, and drainage basins. There are currently no known chronic illicit discharges to map. The City has completed a stormwater master plan and updated basins are available on MLI.

MEASURABLE GOAL: The MS4 map available on the City's online mapping program (MLI).

4.1.2 OUTFALL INVENTORY

(Schedule A.3.c.ii(B) of the NPDES MS4 Phase II Permit)

The City of Medford will develop and maintain an inventory of all the known outfall locations, owned or operated by the City of Medford. Each outfall location will include a unique numeric identifier, the storm drain inventory node ID and pipe ID and the point coordinates to be used to locate the outfalls in the field, and the name(s) of the receiving water(s).

SCHEDULE AND COMPLETION DATE: The City has completed the outfall inventory and it is available on the online mapping program along with the other MS4 mapped items.

MEASURABLE GOAL: The outfall inventory available on the City's online mapping program.

4.1.3 CONVEYANCE SYSTEM AND STRUCTURAL STORMWATER CONTROL LOCATIONS

(Schedule A.3.c.ii(C) of the NPDES MS4 Phase II Permit)

The City of Medford has developed and is maintaining a map of the MS4 collection system and all known structural stormwater controls. The features include unique identifiers and geographic information necessary to locate these features in the field.

SCHEDULE AND COMPLETION DATE: The City has already developed and is currently maintaining an inventory of the storm drain collection system and public stormwater controls as well as locations of private stormwater controls.

MEASURABLE GOAL: The conveyance system and structural stormwater control locations shown on the City's online mapping program.

4.1.4 CHRONIC ILLICIT DISCHARGES

(Schedule A.3.c.ii(D) of the NPDES MS4 Phase II Permit)

If the City of Medford identifies any chronic illicit discharges, they will be mapped and inventoried digitally. The map and digital inventory will be available to DEQ upon request and the digital mapping standards will be fully described in this document

SCHEDULE AND COMPLETION DATE: The City will keep records of chronic illicit discharges.

MEASURABLE GOAL: If chronic illicit discharges are identified, they will be shown on the City's online mapping program.

4.2 ORDINANCE AND/OR OTHER REGULATORY MECHANISMS

(Schedule A.3.c.iii of the NPDES MS4 Phase II Permit)

The City of Medford will prohibit non-stormwater discharges into the MS4 (except those conditionally allowed by permit Schedule A.1.d) through enforcement of City municipal code, to the extent allowable under state law. The City will implement appropriate enforcement procedures and actions to ensure compliance. The municipal code section will define the range of illicit discharges it covers including, but not limited to the following:

A) Septic, sewage, and dumping or disposal of liquids or materials other than stormwater into the MS4;
B) Discharges of washwater resulting from the hosing or cleaning of gas stations, auto repair garages, or other types of automotive services facilities;

C) Discharges resulting from the cleaning, repair, or maintenance of any type of equipment, machinery, or facility, including motor vehicles, cement-related equipment, and port-a-potty servicing, etc.;
D) Discharges of washwater from mobile operations, such as mobile automobile or truck washing, steam cleaning, power washing, and carpet cleaning, etc.;
E) Discharges of washwater from the cleaning or hosing of impervious surfaces in municipal, industrial, commercial, or residential areas (including parking lots, streets, sidewalks, driveways, patios, plazas, work yards and outdoor eating or drinking areas, etc.) where detergents are used and spills or leaks of toxic or hazardous materials have occurred (unless all spilled material has been removed); Discharges of runoff from material storage areas, which contain chemicals, fuels, grease, oil, or other hazardous materials from material storage areas; Discharges of pool or fountain water containing chlorine, biocides, or other chemicals; discharges of pool or fountain filter backwash water;
F) Discharges of sediment, unhardened concrete, pet waste, vegetation clippings, or other landscape or construction-related wastes;
G) Discharges of trash, paints, stains, resins, or other household hazardous wastes; and
H) Discharges of food-related wastes (grease, restaurant kitchen mat and trash bin washwater, etc.).

SCHEDULE AND COMPLETION DATE: Medford Municipal Code section 4.745 titled "Unlawful Discharge of Polluting Elements into Stormwater System" prohibits all the above illicit discharges but does not specifically define all of the above illicit discharges as required by the permit language. Code will be revised.

MEASURABLE GOAL: Adoption of an updated Medford Municipal Code section 4.745. A copy of the code section will be included in the 3RD Year Annual Report. The current code sections referenced are included in Appendix B.

4.3 ENFORCEMENT PROCEDURES

(Schedule A.3.c.iv of the NPDES MS4 Phase II Permit)

The City of Medford will develop, implement and maintain a written escalating enforcement and response procedure. The procedure will address repeat violations through progressively stricter responses, as needed to achieve compliance. The escalating enforcement and response procedure will describe how the City will use enforcement techniques to ensure compliance. The enforcement procedure will include timelines for compliance and, when formulating response procedures, will consider factors such as the

amount of pollutant discharged, the type of pollutant discharged, and whether the discharge was intentional or accidental.

SCHEDULE AND COMPLETION DATE: The City has developed a Standard Operating Procedure (SOP) on illicit discharge enforcement. It is titled "Illicit Discharge and Elimination Program and Stormwater Spill Response Plan".

MEASURABLE GOAL: The SOP is included in Appendix C.

4.4 PROGRAM TO DETECT AND ILLIMINATE ILLICIT DISCHARGRES

(Schedule A.3.c.v of the NPDES MS4 Phase II Permit)

The City of Medford will develop a program to detect and eliminate illicit discharges which will include the following activities:

4.4.1 ILLICIT DISCHARGE COMPLAINTS OR REPORTS

(Schedule A.3.c.v(A) of the NPDES MS4 Phase II Permit)

The City of Medford will publicize a phone number, webpage, and/or other communication channel that the public can use to report illicit discharges. The complaint/reporting communication channel will be answered or responded to by trained staff during normal business hours and will include a system to record or capture incoming complains or reports during non-business hours.

SCHEDULE AND COMPLETION DATE: The City has a "Report A Spill" button on the City website which directs users to a phone number that will connect them with the storm drain system operations department who are trained in taking those calls. After hours callers may leave a voice message which are listened to the following business day.

MEASURABLE GOAL: All illicit discharge complaints or reports are documented. The number of illicit discharges recorded during the year is included in the Annual Report and updated for each annual report thereafter.

4.4.2 RESPONSE TO COMPLAINTS OR REPORTS AND NOTIFICATIONS OF OTHER AUTHORITIES

(Schedule A.3.c.v(B) and Schedule A.3.c.v(C) of the NPDES MS4 Phase II Permit)

The City of Medford will respond to all complaints or reports of illicit discharges to the permitted MS4, as soon as possible, or within an average of two working days from the initial time of the City's knowledge of the complaint or report, unless there is a threat to human health, welfare, or the environment. For discharges, including spills, which constitute a threat to human health, welfare, or the environment, the City will respond within 24 hours of the permit registrant's knowledge of the threat. Spills, or other illicit discharges, that may endanger human health or the environment must be reported in accordance with all applicable federal and state laws, including notification to the Oregon Emergency Response System (800-452-0311). The City's response and associated investigation will at a minimum, use the following timelines:

- Initial Investigation or Evaluation – The City will conduct an initial investigation or evaluation within an average of five working days or refer the complaint to the appropriate agency.

- Ongoing Illicit Discharges – If the elimination of the illicit discharge will take more than 15 working days due to technical, logistical, or other reasonable issues, the City will, within 20 working days upon identifying the source of an illicit discharge, initiate procedures to eliminate the illicit discharge. Upon confirmation of an illicit connection, the City will use the Enforcement Procedures in a documented effort to eliminate the illicit connection within six months to the extent allowable under state law. All known illicit connections to the MS4 will be eliminated.

- Ongoing Illicit Discharges Involving Capital Improvements - If the elimination of the illicit discharge involves the repair or replacement of the City's wastewater or storm sewer conveyance systems, the City will remove the source of the illicit discharge within three years of the date of its identification unless the City receives approval from DEQ for a different timeframe that is based on project-specific information and documentation of best efforts to meet the three-year timeframe.

If the illicit discharge originates outside the City's jurisdictional authority, the City will notify the jurisdictional authority within five working days of becoming aware of the illicit discharge.

SCHEDULE AND COMPLETION DATE: The City has developed a Standard Operating Procedure (SOP) on the response to complaints or reports of illicit discharges. It is titled "Illicit Discharge and Elimination Program and Stormwater Spill Response Plan".

MEASURABLE GOAL: The SOP will be followed in response to complaints, as shown in the tracking data.

4.4.3 COMPLAINTS TRACKING

(Schedule A.3.c.v(D) of the NPDES MS4 Phase II Permit)

The City of Medford will maintain a procedure or system to document all complaints or reports of illicit discharges into and from the MS4 and will include all items listed below:

1. Date the complaint was received and, if available, the complainant's name and contact information.
2. Name of staff responding to the complaint.
3. Date the investigation was initiated
4. The outcome of the staff investigation.
5. Corrective action(s) taken to eliminate the illicit discharge.
6. The responsible party for the corrective action(s).
7. The status of enforcement procedure(s), when necessary.
8. The date the corrective action(s) was completed and staff that evaluated final compliance.

Complaint tracking information will be summarized in each annual report.

SCHEDULE AND COMPLETION DATE: The City has developed a Standard Operating Procedure (SOP) on tracking complaints or reports of illicit discharges. It is titled "Illicit Discharge and Elimination Program and Stormwater Spill Response Plan"

MEASURABLE GOAL: The SOP is included in Appendix C. Complaint tracking information will be summarized in the 3rd Year Annual Report and each report thereafter.

4.5 DRY WEATHER SCREENING PROGRAM

(Schedule A.3.c.vi of the NPDES MS4 Phase II Permit)

The City of Medford will conduct dry weather screening of the MS4 outfall locations, and annual field screening of priority locations. Priority locations will, when possible, will be located at an accessible location downstream of any source of suspected illegal or illicit activity or location as identified by the City. Priority locations will be based on an equitable consideration of hydrological conditions, total drainage area of the location, population density of the location, traffic density, age of the structures or buildings in the area, history of the area, land use types, personnel safety, accessibility, historical complaints or other appropriate factors as identified by the City. Dry weather field screening activities will occur after an antecedent dry period of at least 72-hours. The dry-weather field screening activities will be documented and include: General Observations – General observations will include visual presence of flow, turbidity, oil sheen, trash, debris or scum, condition of conveyance system or outfall, color, odor and any other relevant observations related to the potential presence of non-storm water or illicit discharges.

- Field Screening and Analysis - If flow is observed, and the source is unknown, a field analysis will be conducted to determine the cause of the dry-weather flow. The field analysis will include sampling for pollutant parameters that are likely to be found based upon the suspected source of discharge or by other effective investigatory approaches or means to identify the source or cause of the suspected illicit discharge. Where appropriate, field screening pollutant parameter action levels, identified by the permit registrant, will be considered.

- Pollutant Parameter Action - The City will develop or identify pollutant parameter action levels to be used as part of the field screening. Once developed, the pollutant parameter action levels and rationale will be explained in this document.

- Laboratory Analysis - If general observations and field screening indicate an illicit discharge and the presence of a suspected illicit discharge cannot be identified through other investigatory methods, the City will collect a water quality sample for laboratory analyses for ongoing discharges. The water quality sample will be analyzed for pollutant parameters or identifiers that will aid in the determination of the source of the illicit discharge.

POLLUTANT PARAMETER ACTION LEVELS: Stormwater pollution parameter level monitoring can be helpful to identify potential illicit discharges occurring into an MS4, and the sources of their origin. The following indicators are currently being used during the City of Medford's dry weather stormwater outfall inspections to determine whether or not an upstream investigation is warranted.

Table 4-2 Pollutant Parameter Action Levels

Parameter	Action Level	Rationale
pH	< 6.5 or > 8.5	OAR 340-041-0345 water quality standard for Willamette Basin
Temperature	Not measuring	Not currently measuring unless significantly higher than underground pipe temperatures.
Conductivity	>700 uS/cm	Data from RVCOG's ongoing Storm drain testing between 1/1/2020 and 6/30/2021 showed values higher than 500 uS/cm. We felt 700 uS/cm was an appropriate level given this prior testing data.
Turbidity	>15 NTU	Based on recommendation of Rogue Basin Coordinator.
Total Chlorine residual	Not measuring	Not currently measuring. Should be identified when doing more extensive conductivity testing.
E. coli	> 500 MPN/ 100ml	Single sample standard for fresh water is 406 MPN/100ml. Based on the known presence of animal feces in the City of Medford storm drains, we felt 500 MPN/ 100ml was an appropriate action level.

Note:
Conductivity is a supplemental measurement that is not conclusive by itself, but may help identify problem outfalls that merit follow-up. If turbidity is high, conductivity may indicate whether the turbidity is due to dissolved substances rather than fine particulates.
Turbidity is a supplemental measurement that is not conclusive by itself, but may help identify problem outfalls that merit follow-up. Turbidity above the action level may indicate whether discharge consists of something other than tap water or groundwater.

SCHEDULE AND COMPLETION DATE: The City has developed a dry weather screening program with pollutant parameter action levels. The City has screened all known outfalls and will continue to perform dry weather screening at all priority locations every year.

MEASURABLE GOAL: Dry weather screening observations, field screening, and laboratory testing records will be included in the 3RD Year Annual Report and each annual report thereafter.

4.6 ILLICIT DISCHARGE DETECTION AND ELIMINATION TRAINING AND EDUCATON

(Schedule A.3.c.vii of the NPDES MS4 Phase II Permit)

The City of Medford will ensure that all persons responsible for investigating and eliminating illicit discharges and illicit connections into the MS4 are appropriately trained to conduct such activities. All staff directly responsible for conducting dry weather screening activities or responding to reports of illicit discharges and spills into the MS4 will be properly trained to conduct such activities. The City will provide orientation and training to all new staff working to implement the IDDE program within 30 days of their assignment to this program. All staff will receive training at least once during the permit term. The City will provide follow-up training as procedures or technology utilized in this program change.

SCHEDULE AND COMPLETION DATE: All staff subject to this requirement have been trained and are familiar with the applicable Standard Operating Procedures (SOPs). Staff assigned or hired hereafter will be trained within 30 days.

MEASURABLE GOAL: Documentation showing staff training will be included in the 3rd Year Annual Report and each annual report thereafter.

5.0 CONSTRUCTION SITE RUNOFF CONTROL

In order to meet the requirements of Schedule A.3.d of the NPDES MS4 Phase II permit, the City of Medford will implement and enforce a construction site runoff control program to reduce discharges of pollutants from construction sites in the City's coverage area.

The City's existing construction site runoff program will continue to be implemented as the activities described in this section are developed with the changes occurring by February 28th, 2023 per Article A.3.d.i.(A) of the permit.

TABLE 5-1 CONSTRUCTION SITE RUNOFF CONTROL

Activity/Requirement	NPDES MS4 Phase II Permit Section	Implementation Due Date	Implemented?	Required in Annual Report				
				1	2	3	4	5
Ordinance and/or Other Regulatory Mechanism	Sch. A.3.d.ii	Feb 28, 2023	Yes				x	x
Compliance with Other NPDES Permits	Sch. A.3.d.iii	Feb 28, 2023	Yes				x	x
Erosion and Sediment Control Plans	Sch. A.3.d.iv	Feb 28, 2023	Yes				x	x
Erosion and Sediment Control Plans Review	Sch. A.3.d.v	Feb 28, 2023	Yes				x	x
Construction Site Inspections	Sch. A.3.d.vi	Feb 28, 2023	Yes				x	x
Enforcement Procedures	Sch. A.3.d.vii	Nov 1, 2022	Yes			x	x	x
Construction Runoff Control Training and Education	Sch. A.3.d.viii	Feb 28, 2023	Yes				x	x

5.1 ORDINANCE AND/OR OTHER REGULATORY MECHANISM

(Schedule A.3.d.ii of the NPDES MS4 Phase II Permit)

The City of Medford will require erosion controls, sediment controls, and waste materials management controls to be used and maintained at all qualifying construction projects from initial clearing through final stabilization to reduce pollutants in stormwater discharges to the MS4 from construction sites through enforcement of City municipal code, to the extent allowable under state law.

For construction projects that result in a minimum land disturbance of 7,000 square feet or more, the City will require construction site operators to complete and implement an Erosion

and Sediment Control Plan (ESCP). The City will use appropriate enforcement procedures and actions to ensure compliance.

SCHEDULE AND COMPLETION DATE: Even though implementation is not required until February 28th, 2023, the Medford Municipal Code section 9.800 titled "Stormwater Erosion Control" has already been adopted to meet these requirements.

MEASURABLE GOAL: A copy of the Medford Municipal Code section 9.800 will be included in each annual report. The current code sections referenced are included in Appendix B.

5.2 COMPLIANCE WITH OTHER NPDES PERMITS

(Schedule A.3.d.iii of the NPDES MS4 Phase II Permit)

For construction projects that disturb one or more acres (or that disturb less than one acre, if it is part of a "common plan of development or sale" disturbing one or more acres), the City of Medford will refer project sites to DEQ, or the appropriate DEQ agent, to obtain NPDES Construction Stormwater Permit coverage (1200C permit). The NPDES Construction Stormwater General Permit requirements are in addition to the City's construction site runoff control requirements identified in Schedule A.3.d.iv (Erosion Control Plan Requirements).

SCHEDULE AND COMPLETION DATE: The City currently informs all projects that disturb one or more acres (or that disturb less than one acre, if it is part of a "common plan of development or sale" disturbing one or more acres) that they need to obtain a 1200C NPDES permit from DEQ.

MEASURABLE GOAL: A listing of all Construction projects that meet the 1200-C criteria that were referred to DEQ will be uploaded with each annual report.

5.3 EROSION AND SEDIMENT CONTROL PLANS

(Schedule A.3.d.iv of the NPDES MS4 Phase II Permit)

The City of Medford will maintain written specifications that address the proper installation and maintenance of erosion and sediment controls during all phases of construction activity occurring in the City's coverage area. At a minimum, the written specifications will include an erosion and sediment control plan, or ESCP template, worksheet or similar document for construction site operators to document how erosion, sediment, and waste material management controls will be implemented at the construction project site. At a minimum, through ordinance or other regulatory mechanism the City will:

- Provide the construction site operator an ESCP template prior to commencement of construction/land disturbance;
- Require construction site operator to complete a site-specific ESCP prior to commencement of construction/land disturbance;
- Require the ESCP be maintained and updated as site conditions change, or as needed; and
- Require ESCPs to be kept on site and made available for review by the permit registrant, DEQ, or another administrating entity.

The ESCP will, at a minimum, consist of sizing criteria, performance criteria, design specifications, and guidance on selection and placement of controls, and specifications for long term operation and maintenance, including appropriate inspection interval and self-inspection checklists for use by the construction site operator.

SCHEDULE AND COMPLETION DATE: Medford Municipal Code section 9.800 titled "Stormwater Erosion Control" has already been adopted and includes these requirements. The City currently requires, approves, and enforces a site specific ESCP.

MEASURABLE GOAL: A copy of the Medford Municipal Code section 9.800 will be included in each annual report and the current version is included in Appendix B. The template will be included in the 4TH Year Annual Report.

5.4 EROSION AND SEDIMENT CONTROL PLANS REVIEW

(Schedule A.3.d.v of the NPDES MS4 Phase II Permit)

At a minimum, the City of Medford will review ESCPs from construction projects that will result in land disturbance of one or more acres (or that disturb less than one acre, if it is part of a "common plan of development or sale" disturbing one or more acres), ie projects subject to a 1200C permit, using a checklist or similar document to determine compliance with the Medford Municipal Code. ESCP review procedures must include consideration of the construction activities' potential water quality impacts, and remain in accordance with applicable state and local public notice requirements.

SCHEDULE AND COMPLETION DATE: The City currently reviews ESCPs from all projects that are subject to a 1200C permit and which are over the Medford Municipal Code section 9.800 threshold. Staff currently use a checklist during review of erosion control plans.

MEASURABLE GOAL: A report of all projects reviewed will be provided with each annual report. The 4th and 5th Year Annual Reports will include the checklist or similar document.

5.5 CONSTRUCTION SITE INSPECTIONS

(Schedule A.3.d.vi of the NPDES MS4 Phase II Permit)

The City of Medford will inspection construction sites to ensure compliance with Schedule A.4.d.iii-iv of the permit.

Minimum Triggers for Inspection - At a minimum, the City will inspect construction sites if:

1. The construction activity will result in land disturbance of one or more acres (or that disturb less than one acre, if it is part of a "common plan of development or sale" disturbing one or more acres). Each site will be inspected at least once during the permit term;
2. Sediment is visible or reported in stormwater discharge or dewatering activities from the construction site; or
3. A complaint or report is received. At minimum, the City will respond to the initial complaint if more than one report or complaint is received.

Minimum Inspection Documentation Requirements - If the City inspects a construction site, at a minimum the site inspection will include and document the following:

1. A review and evaluation of the ESCP to determine if the described control measures were installed, implemented and maintained properly.
2. An assessment of the site's compliance with the City's ordinances or requirements, including the implementation and maintenance of required control measures.
3. Visual observations and documentation of any existing or potential non-stormwater discharges, illicit connections, and/or discharge of pollutants from the site. Documentation of recommendations to the construction site operator for follow-up.
4. If necessary, education or instruction provided to the construction site operator related to additional stormwater pollution prevention practices to comply with the approved ESCP.
5. A written or electronic inspection report, including documentation of all necessary follow-up actions (i.e., re-inspection, enforcement) to ensure compliance with the applicable requirements.

Inspection Requirements (for Existing Large Communities including the City of Medford) - In addition to the minimum triggers for inspection listed above, the City will inspect at least 25% of the qualifying new construction sites that disturb less that one acre at least once during the permit term to ensure compliance with the site's ESCP.

SCHEDULE AND COMPLETION DATE: The City currently inspects all construction sites that disturb one or more acres (including subdivisions and public improvement projects) as well as at least 25% of sites that disturb between 7,000 square feet and one acre.

MEASURABLE GOAL: A report of all sites inspected will be provided with each annual report. The 4th and 5th Year Annual Reports will include inspection reports (meeting the required inspection documentation requirements listed above) for all sites that disturb one or more acres and at least 25% of the sites that disturb between 7,000 square feet and one acre.

5.6 ENFORCEMENT PROCEDURES

(Schedule A.3.d.vii of the NPDES MS4 Phase II Permit)

The City of Medford will develop, implement and maintain a written escalating enforcement and response procedure for all qualifying construction sites. The procedure will address repeat violations through progressively stricter response, as needed, to achieve compliance. The escalating enforcement and response procedure will describe how the City will use enforcement techniques to ensure compliance. The enforcement procedures will include timelines for compliance and, when formulating response procedures, will consider factors such as the amount of pollutant discharged, the type of pollutant discharge, and whether the discharge was intentional or accidental.

SCHEDULE AND COMPLETION DATE: The City has developed an escalating enforcement procedure.

MEASURABLE GOAL: The escalating enforcement procedure will be included in the 3RD Year Annual Report and each annual report thereafter and will also be included in Appendix C.

5.7 CONSTRUCTION RUNOFF CONTROL TRAINING AND EDUCATION

(Schedule A.3.d.viii of the NPDES MS4 Phase II Permit)

The City of Medford will ensure that all staff responsible for ESCP reviews, site inspections, and enforcement of the City's requirements are trained or otherwise qualified to conduct such activities.

The City will provide orientation and training to all new staff working to implement the Construction Runoff Control program within 30 days of their assignment to this program. The City will be properly trained and knowledgeable in the technical understanding of erosion, sediment, and waste material management controls to conduct such ESCP reviews and inspections. All staff will receive training at least once during the permit term. The will provide follow-up training as procedures and/or technology utilized in this program change.

SCHEDULE AND COMPLETION DATE: Currently, all City staff working to implement the Construction Runoff Control program are certified Erosion and Sediment Control Inspectors.

By February 28th, 2023, any staff newly assigned to this program will receive training from the staff who are certified Erosion and Sediment Control Inspectors within 30 days of their assignment to the program and will become certified Erosion and Sediment Control Inspectors as soon as possible. All staff working to implement the program will retain their Erosion Control and Sediment Inspector certification by taking the required training (currently the requirement is for training to be completed every two years).

MEASURABLE GOAL: Evidence of staff training will be provided with the 4TH Year Annual Report and each annual report thereafter.

6.0 POST-CONSTRUCTION SITE RUNOFF FOR NEW DEVELOPMENT AND REDEVELOPMENT

In order to meet the requirements of Schedule A.3.e of the NPDES MS4 Phase II permit, the City of Medford will continue to implement the current post-construction site runoff program as new programs and procedures are developed, implemented, and enforced to meet the requirements of Schedule A.3.e to reduce discharges of pollutants and control stormwater runoff from new development and redevelopment project sites in the City.

TABLE 6-1 POST-CONSTRUCTION RUNOFF FOR NEW DEVELOPMENT AND REDEVELOPMENT

Activity/Requirement	NPDES MS4 Phase II Permit Section	Implementation Due Date	Implemented?	Required in Annual Report				
				1	2	3	4	5
Ordinance and/or Other Regulatory Mechanism	Sch. A.3.e.ii	Feb 28, 2023	Yes				x	x
Removing Barriers to Low Impact Development, Code Review	Sch. A.3.e.iii	Sep 1, 2023	Yes				x	x
Removing Barriers to Low Impact Development, Code Modification	Sch. A.3.e.iii	Sep 1, 2023	Yes				x	x
Post-Construction Stormwater Management Requirements	Sch. A.3.e.iv	Feb 28, 2023	Yes				x	x
Post-Construction Site Runoff Plan Review	Sch. A.3.e.v	Feb 28, 2023	Yes				x	x
Long-Term Operation and Maintenance (O&M)	Sch. A.3.e.vi	Feb 28, 2023	Yes				x	x
Training and Education	Sch. A.3.e.vii	Feb 28, 2023	Yes				x	x

6.1 ORDINANCE AND/OR OTHER REGULATORY MECHANISM

(Schedule A.3.e.ii of the NPDES MS4 Phase II Permit)

Through ordinance or other regulatory mechanism, to the extent allowable under state law, the City of Medford will require the following for project sites discharging stormwater to the MS4 that create or replace 5,000 square feet or more of new impervious surface area:

1. The use of stormwater controls at all qualifying sites.
2. A site-specific stormwater management approach that targets natural surface or predevelopment hydrological function through the installation and long-term operation and maintenance of stormwater controls.
3. Long-term operation and maintenance of stormwater controls at project sites that are under the ownership of a private entity.

The City will use appropriate enforcement procedures and actions to ensure compliance with the Post-Construction Stormwater Management Requirements (Schedule A.3.e.iv). The local ordinance or other regulatory mechanism adopted will meet the requirements of the NPDES MS4 Phase II Post Construction Site Runoff for New Development and Redevelopment requirements (Schedule A.3.e.ii-vi).

SCHEDULE AND COMPLETION DATE: The City of Medford Land Development Code has been updated to reflect the requirements above. The applicable code sections are 10.481- Improvement Standards Adopted; 10.486 - Stormwater Quality and Detention Facilities, Public Streets; and 10.729 - Stormwater Quality and Detention Facilities, Private Property.

MEASURABLE GOAL: Updated sections of the Medford Land Development code and the revised Rogue Valley Stormwater Design Manual will be provided with the 4TH Year Annual Report and each annual report thereafter. The current code sections referenced are included in Appendix B.

6.2 REMOVING BARRIERS TO LOW IMPACT DEVELOPMENT

(Schedule A.3.e.iii of the NPDES MS4 Phase II Permit)

The City of Medford will identify, minimize or eliminate ordinance, code and/or development standard barriers within their legal authority that inhibit design and implementation techniques, such as Low Impact Development and Green Infrastructure, intended to minimize impervious surfaces and reduce stormwater runoff. Consideration of such modifications to ordinance, or codes are only required to the extent the modifications are permitted under federal and state laws.

SCHEDULE AND COMPLETION DATE: The City has reviewed ordinance, code and development standards for barriers and none were found.

MEASURABLE GOAL: The results of this review were reported with the 4TH Year Annual Report. Any required revisions to ordinance, code, or development standard will be proposed and reported on in the subsequent annual reports, with modification to the ordinance, code, or development standard not required until the 7TH Year Annual Report (or the 2nd Year Annual Report of a new MS4 permit if issued on schedule).

6.3 POST-CONSTRUCTION STORMWATER MANAGEMENT REQUIREMENTS

(Schedule A.3.e.iv of the NPDES MS4 Phase II Permit)

The City of Medford will develop enforceable post-construction stormwater management requirements in ordinance or other regulatory mechanism that, at a minimum, include the following technical standards:

A) Site Performance Standard - The City will establish a site performance standard with a Numeric Stormwater Retention Requirement (NSRR) to target natural surface or predevelopment hydrologic function to retain rainfall on-site and minimize the offsite discharge of precipitation utilizing structural stormwater controls that infiltrate, capture and/or evapotranspirate stormwater. This NSRR volume must be determined by the use of one of the following:
    1. Volume-based method (for example, the first inch of each storm event).
    2. Storm event percentile-based method (for example, the 95th percentile storm event- 95% of the time the data is below this value). **NOTE: The Rogue Valley Stormwater Quality Design Manual (RVSQDM) Uses this method.**
    3. Annual average runoff-based method (for example 80% of annual average runoff).

    The site performance standard is met when 100% of the NSRR volume (determined by the method chosen above) from the project site is routed to one or more structural stormwater controls with sufficient capacity to accommodate this stormwater runoff and will fully infiltrate (after any necessary treatment), evapotranspirate and/or be reused onsite without stormwater runoff discharging from the site. Evapotranspiration and reuse can be used to meet the retention requirements but are not required prior to pursuing treatment or alternative compliance options discussed below. At sites where 100% of the NSRR volume cannot be retained due to technical infeasibility and/or site constraints, the City may develop an exception process for the retention in the site performance standard by following the Step-Wise Alternative Compliance procedure outlined below (see Schedule A.3.e.iv.B and C). Such feasibility or site constraint factors may include, but are not limited to, shallow bedrock, high groundwater, groundwater contamination, soil instability as documented by geotechnical analysis, or a land use that is inconsistent with capture,

and infiltration of stormwater. **NOTE: The RVSQDM includes technical infeasibility criteria.**

B) Treatment Standard

1. For projects that are unable to fully meet the NSRR, the remainder of the rainfall/runoff associated with this retention requirement must be treated prior to discharge with a structural stormwater control. This stormwater structural control must be designed to remove a defined percentage of total suspended solids and may include an upper and lower bound to their treatment requirement that reflect the practical limitation of an engineered control (e.g., 80% removal of TSS for typical influent concentrations ranging from 100mg/L to 200 mg/L). The City will establish treatment requirements that target the equivalent water quality benefits as onsite retention of stormwater from new development or redevelopment sites using a model, such as a continuous simulation model or other evaluation tool. The City will encourage the use of treatment trains of structural post-construction stormwater controls, and will give priority to implementing green infrastructure before considering hardscaped structural stormwater controls for stormwater treatment. Detention ponds are not a sufficient stand-alone treatment method and must be combined with other structural stormwater controls. Treating the volume of water that would otherwise be retained under the NSRR satisfies the retention requirement. **NOTE: The RVSQDM requires treatment of all runoff during the water quality storm.**

2. Structural Stormwater Control Design and Specifications - For sites that utilize the treatment option to satisfy the NSRR, the City will provide a description of all allowable structural stormwater controls including site-specific design requirements, design requirements that do not inhibit maintenance, conditions where each control applies, and operation and maintenance standards for each control. The City will identify conditions where the implementation of green infrastructure or equivalent approaches may be impracticable. The City may adopt specifications created by another entity that complies with this requirement. **NOTE: The RVSQDM provides descriptions of all allowable BMPs with design requirements and conditions.**

C) Offsite Mitigation Alternative Compliance - For projects unable to fully meet the NSRR and/or treatment standard alternative, the City may choose to allow offsite alternatives for projects based on factors of technical infeasibility or site constraints. The determination that the NSRR and/or treatment standards cannot be achieved at the project site must be based on review criteria and cannot be based solely on increased cost. The offsite alternatives must account for retention or treatment at least equal to the NSRR volume not met onsite.

For project sites requesting alternative compliance, the City must require and subsequently evaluate the written technical justification documenting the infeasibility or site constraints, which prevent the onsite management of the runoff amount stipulated in the NSRR. The written technical justification must be in the form of a site-specific hydrologic or design analysis conducted and endorsed by an Oregon registered Professional Engineer or Oregon Certified Engineering Geologist.

If the City agrees that alternative compliance with the retention requirement is necessary, meaning retention of or treatment up to the NSRR volume is not feasible, the City must require that the site operator use one or more of the stormwater mitigation options outlined in the Offsite Stormwater Mitigation Options below for any portion of the NSRR not retained or treated. For project sites requesting alternative compliance, the City will require and subsequently review the written technical justification as to evaluate the technical infeasibility or site constraints, which prevent the onsite management of the runoff amount stipulated in the stormwater retention requirement or a portion thereof. Where alternative compliance is utilized, runoff must comply with the treatment standard. The written technical justification must be in the form of a site-specific hydrologic or design analysis conducted and endorsed by an Oregon registered Professional Engineer or Oregon Certified Engineering Geologist. If the City agrees that alternative compliance with the retention requirement is necessary, the City will require that the site operator use one or more of the stormwater mitigation options outlined in the Stormwater Mitigation Options below. **NOTE: The RVSQDM and city code do not allow for offsite mitigation unless the offsite stormwater facility will provide all required treatment/retention from runoff for the development site but at a downstream location.**

D) Offsite Stormwater Mitigation Options - If the City chooses to develop mitigation options for alternative compliance, such options may include, but are not limited to a payment-in lieu program or other option that matches the water quality goal of the NSRR at any given site. Before allowing offsite alternative compliance with the NSRR, the City will establish stormwater mitigation options for alternative compliance, including institutional standards and management systems to value, estimate, and account for how these mitigation projects address the unmet volume of the stormwater specified in this retention requirement. The mitigation project or site must be within the same sub-watershed as the site undergoing development. Stormwater mitigation options must include one or more of the following for alternative compliance:

    3. Offsite Mitigation - General offsite mitigation options may include meeting the retention requirement at another location, the use of a stormwater mitigation bank program, the use of stormwater payment-in-lieu program, or offsite treatment up to the NSRR.

4. Groundwater Replenishment Projects - Groundwater replenishment projects include implementing a project that the City has determined to provide an opportunity to replenish regional groundwater supplies..

SCHEDULE AND COMPLETION DATE: The existing Rogue Valley Stormwater Design Manual (RVSDM) has been updated and implemented to reflect these permit requirements.

MEASURABLE GOAL: The Rogue Valley Stormwater Design Manual (RVSDM) will be submitted with the 4th Year Annual Report and each subsequent report thereafter.

6.4 POST-CONSTRUCTION SITE RUNOFF PLAN REVIEW

(Schedule A.3.e.v of the NPDES MS4 Phase II Permit)

The ordinance or other regulatory mechanism will include procedures for the City of Medford's review and approval of structural stormwater control plans for new development and redevelopment projects.

At a minimum, the City will review and approve plans for structural stormwater control at new development and redevelopment sites that result from a land disturbance of one or more acres (or that disturb less than one acre, if it is part of a "common plan of development or sale" disturbing one or more acres); and sites that use alternative compliance to meet the retention requirement, before the start of the project. The City will review plans for consistency with the ordinance/regulatory mechanism and specifications required by permit Schedule A.3.e.vi (Long-Term Operation and Maintenance). The permit registrant must not approve or recommend for approval any plans for structural controls that do not meet minimum requirements to meet Schedule A.3.e.iv (Post-Construction Stormwater Management Requirements) and Schedule A.3.e.vi (Long-Term Operation and Maintenance).

SCHEDULE AND COMPLETION DATE: Currently, the City reviews and approves building permits and public improvement projects for compliance with City of Medford ordinance and the Rogue Valley Stormwater Design Manual (RVSDM). The City also currently requires Operations and Maintenance Plans to be developed and approved for all privately owned stormwater facilities prior to building permit approval.

MEASURABLE GOAL: The City will keep track of all building permits and public improvement projects reviewed for compliance with the City code and the Rogue Valley Stormwater Design Manual and will provide the data with each annual report.

6.5 LONG-TERM OPERATION AND MAINTENANCE (O&M)

(Schedule A.3.e.vi of the NPDES MS4 Phase II Permit)

The City of Medford will maintain an inventory and implement a strategy to ensure that all stormwater controls are operated and maintained to meet the site performance standard in permit Schedule A.3.e.iv (Post-Construction Management Requirements). This strategy must, at minimum, include the following:

A) Documented efforts to obtain legal authority to allow the City to inspect and require effective operation and maintenance of privately owned and operated structural stormwater controls that discharge to the MS4, to the extent allowable under state and federal law.

B) Inspection procedures and an inspection schedule ensuring compliance with the O&M requirements of each stormwater control operated by the City and by other private entities.

C) A tracking mechanism for documenting inspections and the O&M requirements for structural stormwater controls. This tracking mechanism must document enforcement actions and compliance response. For structural stormwater controls that include vegetation, the O&M requirements must at minimum include requirements to maintain and/or replace vegetation to ensure the functionality of the control. For structural stormwater controls that include soils in the treatment process, O&M requirements must at minimum include requirements to maintain soil permeability. Reporting requirements for privately owned and operated structural stormwater controls that document compliance with O&M requirements. The location of all public and private structural stormwater controls installed in compliance with this permit will be included with the MS4 Map.

SCHEDULE AND COMPLETION DATE: Currently, the City requires all new or modified private stormwater facilities to have an O&M which includes a signed and recorded Declaration of Covenants allowing the City to inspect the facility and enforce the O&M. The City also currently maintains an inventory of all privately owned/operated facilities (and documents which ones have a Declaration of Covenants) as well as all publicly owned/operated facilities. An O&M SOP covering inspection procedures, inspection schedules, private entity reporting requirements, has been developed. All public and private stormwater facilities are included in the MS4 Map.

MEASURABLE GOAL: The following items will be included with the 4th Year Annual Report, and each annual report thereafter: City O&M template required for private facilities including the template for the Declaration of Covenants; a City SOP outlining inspection procedures, inspection schedules, and documentation requirements (see Appendix C); the inventory of private and public facilities; reports showing inspections completed, enforcement actions and compliance response; and the MS4 map will include private and public stormwater facilities.

6.6 TRAINING AND EDUCATION

(Schedule A.3.e.vii of the NPDES MS4 Phase II Permit)

The City of Medford will ensure that staff responsible for performing post-construction runoff site plan reviews, administrating the post-construction program requirements and performing O&M practices or evaluating compliance with long-term O&M requirements are trained or otherwise qualified to conduct such activities.

The City will provide orientation and training to all new staff working to implement the post-construction runoff control program within 30 days of their assignment to this program. All staff working to implement the post-construction runoff control program must receive training at least once during the permit term. The City will provide follow-up training as procedures and/or technology utilized in this program change.

SCHEDULE AND COMPLETION DATE: By February 28th, 2023, the City will do the following: update the training program, as needed, for Service Center Division (and Parks Department staff if applicable) responsible for the O&M of public facilities; implement a training program for Engineering Division staff responsible for performing post-construction runoff site plan reviews, administrating the alternative compliance program, and evaluating compliance with long-term O&M requirements. At a minimum, these trainings will be provided once every five years and when new staff are assigned to these programs.

MEASURABLE GOAL: Summaries of the two separate training programs along with the training sign-in sheets will be provided with the 4th Year Annual Report and all subsequent reports thereafter.

7.0 POLLUTION PREVENTION AND GOOD HOUSEKEEING FOR MUNICIPAL OPERATIONS

In order to meet the requirements of Schedule A.3.f of the NPDES MS4 Phase II permit, the City of Medford will properly operate and maintain its facilities, using prudent pollution prevention and good housekeeping to reduce the discharge of pollutants through the MS4 to waters of the state.

TABLE 7-1 POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

Activity/Requirement	NPDES MS4 Phase II Permit Section	Implementation Due Date	Implemented?	Required in Annual Report				
				1	2	3	4	5
Operation and Maintenance Strategy for Existing Controls	Sch. A.3.f.ii	Feb 28, 2022	Yes			x	x	x
Inspection and Cleaning of Catch Basins	Sch. A.3.f.iii	Feb 28, 2022	Yes			x	x	x
Pollution Prevention in Facilities and Operations	Sch. A.3.f.iv	Feb 28, 2022	Yes			x	x	x
Registrant-owned NPDES Industrial Stormwater Permit Facilities	Sch. A.3.f.v	Feb 28, 2022	Yes			x	x	x
Requirements for Pesticide and Fertilizer Applications	Sch. A.3.f.vi	Feb 28, 2022	Yes			x	x	x
Litter Control	Sch. A.3.f.vii	Feb 28, 2022	Yes			x	x	x
Materials Control	Sch. A.3.f.viii	Feb 28, 2022	yes			x	x	x
Stormwater Infrastructure Staff Training	Sch. A.3.f.ix	Feb 28, 2022	yes			x	x	x

7.1 OPERATION AND MAINTENANCE STRATEGY FOR EXISTING CONTROLS

(Schedule A.3.f.ii of the NPDES MS4 Phase II Permit)

For existing structural stormwater controls installed or permitted by the City of Medford prior to the effective date of this permit, the City will develop and implement an operation

and maintenance strategy for both City-owned controls and controls owned and operated by other non-MS4 entities discharging to the permit registrant's MS4. The O&M strategy for existing structural stormwater controls must meet the long term O&M requirements in section 6.5, Long-Term Operation and Maintenance (Schedule A.3.e.vi), but not the site performance standards outlined in section 6.3 (Schedule A.3.e.iv).

SCHEDULE AND COMPLETION DATE: The City has an existing SOP (SOP No. 602-Ops) that covers maintenance of the City maintained stormwater facilities.

MEASURABLE GOAL: Updated SOPs will be provided with the 3rd Year Annual Report and each report thereafter. The existing SOP is included in Appendix C.

7.2 INSPECTION AND CLEANING OF CATCH BASINS

(Schedule A.3.f.iii of the NPDES MS4 Phase II Permit)

The City of Medford will inspect at least 50 percent of the City-owned or operated catch basins and inlets within the MS4 at least once every five years and take all appropriate maintenance or cleaning action based on those inspections to ensure the catch basins and inlets continue to function as designed. The City may establish a catch basin inspection prioritization system, and establish alternate inspection frequency, provided the City describes all relevant factors it uses to target its inspections to specific areas of its MS4 in this SWMP Document.

The city will maintain catch basin inspection records and cleaning records.

SCHEDULE AND COMPLETION DATE: The City already has a catch basin and inlet cleaning program (SOP No 601-Ops). The City currently inspects and cleans all catch basins at a frequency greater than 50 percent in five years, and will maintain the inspection program to, at a minimum, inspect at least 50 percent of all catch basins and inlets by February 28th, 2027. Inspection and cleaning records will be created and maintained.

MEASURABLE GOAL: Catch basin and inlet inspection and cleaning records will be provided with the 3rd Year Annual Report and each annual report thereafter. These records will be accompanied by the percent cleaned so far during the 5 year period. The existing SOP is included in Appendix C.

7.3 POLLUTION PREVENTION IN FACILITIES AND OPERATIONS

(Schedule A.3.f.iv of the NPDES MS4 Phase II Permit)

The City of Medford will conduct its municipal O&M activities in a manner that reduces the discharge of pollutants through the MS4 to protect water quality. For the O&M activities it conducts, the City will develop, review, and if necessary update procedures for inspection and maintenance schedules to ensure pollution prevention and good housekeeping practices are conducted for the following activities:

(A) Pipe cleaning for stormwater and wastewater conveyance systems.
(B) Cleaning of culverts conveying stormwater in roadside ditches.
(C) Ditch maintenance.
(D) Road and bridge maintenance.
(E) Road repair and resurfacing including pavement grinding.
(F) Dust control for roads and municipal construction sites.
(G) Winter road maintenance, including salt or de-icing storage areas.
(H) Fleet maintenance and vehicle washing.
(I) Building and sidewalk maintenance including washing.
(J) Solid waste transfer and disposal areas.
(K) Municipal landscape maintenance.
(L) Material storage and transfer areas, including fertilizer and pesticide, Hazardous material, used oil storage, and fuel
(M) Fire fighting training activities.
(N) Maintenance of municipal facilities including public parks and open space, golf courses, airports, parking lots, swimming pools, marinas, etc.

SCHEDULE AND COMPLETION DATE: The City has reviewed and when necessary updated, existing procedures for inspection and maintenance to ensure pollution prevention and good housekeeping practices are conducted for the activities listed above.

MEASURABLE GOAL: The updated SOPs or policy documents covering all these types of activities will be included in the 3rd Year Annual Report and each report thereafter and will be included in Appendix C.

7.4 CITY-OWNED NPDES INDUSTRIAL STORMWATER PERMIT FACILITIES

(Schedule A.3.f.v of the NPDES MS4 Phase II Permit)

City-owned or operated facilities with industrial activity as defined in 40 CFR 122.26(b)(14) discharging stormwater to the waters of the state must have coverage under DEQ's NPDES Industrial Stormwater General Permit. The City may use the actions required in the NPDES

Industrial Stormwater Permit to address the applicable facility requirements in permit Schedule A.3.f.vi (Requirements for Pesticide and Fertilizer Applications).

SCHEDULE AND COMPLETION DATE: The City of Medford Regional Water Reclamation Facility has current coverage under an Industrial Stormwater General Permit – File Number 55125. The City does not have any other facilities that meet this criteria.

MEASURABLE GOAL: If any City owned facilities meet this criteria in the future, then this section will be updated.

7.5 REQUIREMENTS FOR PESTICIDE AND FERTILIZER APPLICATIONS

(Schedule A.3.f.vi of the NPDES MS4 Phase II Permit)

The City of Medford will implement practices to reduce the discharge of pollutants to the MS4 associated with the City's application and storage of pesticides and fertilizers. At a minimum, such areas include the City's public right-of-ways, parks, recreational facilities, golf courses, and landscaped areas. All employees or contractors of the City applying pesticides will follow all label requirements, including those regarding application methods, rates, number of applications allowed, and disposal of the pesticide, fertilizer and rinsate.

SCHEDULE AND COMPLETION DATE: The City Parks and Recreation Department currently has policies and procedures in place to meet these requirements.

MEASURABLE GOAL: The SOPs or policies were provided with the 3RD Year Annual Report and are included in Appendix C.

7.6 LITTER CONTROL

(Schedule A.3.f.vii of the NPDES MS4 Phase II Permit)

The City of Medford will implement methods to reduce litter within its jurisdiction. The City may work cooperatively with other departments, organization, or other entities to control litter on a regular basis and after major public events, in order to reduce the discharge of pollutants and litter to the MS4.

SCHEDULE AND COMPLETION DATE: The City currently implements a street cleaning program and participates in garbage cleanup activities with RVCOG that are documented in Appendix A. The City also performs street sweeping on a regular basis and after major events, and maintains the pet waste stations and refuse containers at City parks.

MEASURABLE GOAL: Documentation the cleanup programs that the City participates in.

7.7 MATERIALS DISPOSAL

(Schedule A.3.f.viii of the NPDES MS4 Phase II Permit)

All collected material or pollutants removed in the course of maintenance, treatment, control of stormwater, or other wastewaters must be managed and disposed of in a manner such as to prevent such pollutants from entering the waters of the state in accordance with state and federal rules.

All materials collected are currently managed in a facility at the Operations yard that dewaters the material prior to disposal at the landfill.

SCHEDULE AND COMPLETION DATE: The City has implemented a procedure for materials disposal.

MEASURABLE GOAL: None.

7.8 STORMWATER INFRASTRUCTURE STAFF TRAINING

(Schedule A.3.f.ix of the NPDES MS4 Phase II Permit)

The City of Medford will ensure that staff responsible for evaluating O&M practices, evaluating compliance with long-term O&M requirements or ensuring pollution prevention at facilities and during operations are trained or otherwise qualified to conduct such activities.

The City will provide orientation and training to all new staff working to implement the pollution prevention and good housekeeping for municipal operations program within 30 days of their assignment to this program and at least once during the permit term. The City will provide follow-up training as procedures and/or technology utilized in this program change.

SCHEDULE AND COMPLETION DATE: The City currently has a training program for all staff currently responsible for these activities. This program will be reviewed and updated and existing staff will be re-trained as needed by February 28th 2022. The training will then be provided to any staff newly assigned during the rest of the permit term.

MEASURABLE GOAL: Staff training records will be provided in the 3RD Year Annual Report and in each annual report thereafter.

8.0 MONITORING AND REPORTING

In order to meet the requirements of Schedule B of the NPDES MS4 Phase II permit, the City of Medford will, at least once per year, evaluate their compliance with the requirements of this NPDES MS4 Phase II permit using the DEQ Annual Report template. This self-evaluation includes assessment of progress toward implementing this SWMP control measures in Schedule A, and implementation of actions to comply with any additional requirements identified pursuant to Schedule D.1 (Requirements for Discharges to Impaired Waterbodies).

No later than November 1 each year, beginning in 2020, the City will submit an Annual Report to DEQ. The City will use the Annual Report form provided by DEQ. The reporting period for the Annual Report is from June 1 through June 31 of the following year (for example, June 30, 2020 through July 31, 2021). Reporting periods for subsequent Annual Reports is specified in Table 8-1 below. The City will make all Annual Reports available to the public, including any required documents attached to the Annual Report through the City's maintained website. DEQ may extend the due date for the annual report in the event of extraordinary circumstances including, but not limited to, pandemic, wildfire, earthquake, flood, or other natural disaster provided the City of Medford requests an extension in writing and provides all documentation available regarding the specific impacts as to why the November 1 deadline cannot be met. In that circumstance, DEQ will respond to the extension request in writing and will document any revised annual report due date when applicable.

TABLE 8-1 ANNUAL REPORT DEADLINES

Annual Report	Reporting Period	Due Date
1st Year Annual Report	Mar. 1, 2019 – June 30, 2020	Nov. 1, 2020
2nd Year Annual Report	July 1, 2020 – June 30, 2021	Nov. 1, 2021
3rd Year Annual Report	July 1, 2021 – June 30, 2022	Nov. 1, 2022
4th Year Annual Report	July 1, 2022 – June 30, 2023	Nov. 1, 2023
5th Year Annual Report	July 1, 2023 – June 30, 2024	Nov. 1, 2024

8.1 MONITORING REQUIREMENTS

(Schedule B.3 of the NPDES MS4 Phase II Permit)

The permit states that if the City of Medford discharges to a waterbody for which a TMDL has been approved or is listed on the 303(d) list, then the City must comply with all monitoring requirements under Schedule D.1 of the permit. Schedule D.1 states that compliance with the permit's terms and conditions is presumed to be in compliance with TMDL allocations issued before the effective dates of the permit, except that the City of Wood

Village must perform monitoring. Therefore City of Medford is not required to provide monitoring data.

The permit states that if the City does perform monitoring, then that data must be submitted to DEQ and be performed as listed below.

1) When the permit registrant conducts stormwater monitoring, the following monitoring requirements must be followed:
    a. Samples and measurements taken for the purpose of monitoring must be representative of the monitored activity.
    b. Sample collection, preservation, and analysis must be conducted according to methods procedures outlined in 40 CFR § 136, unless otherwise approved by DEQ. Where an approved 40 CFR § 136 method does not exist, and other test procedures have not been specified, any available method may be used after approval from DEQ

2) Records of monitoring information must include:
    a. The date, exact place, and time of sampling or measurements.
    b. The names(s) of the individual(s) who performed the sampling or measurements.
    c. The date(s) analyses were performed.
    d. The names of the individuals who performed the analyses.
    e. The analytical techniques or methods used.

REPORT 2024-2025:

The City is not required to perform monitoring and has not elected to do so, therefore there is no data to submit to DEQ.

8.2 SUBMISSIONS

(Schedule B.4 of the NPDES MS4 Phase II Permit)

The City of Medford will provide DEQ with one hard copy and one electronic copy (on a portable electronic storage device or via email) of the Annual Report and any supplemental information required by the due date in the Table above. For electronic submittal of documents (i.e., e-Reporting), DEQ may provide the City with instructions for submittal when required. Once the City receives permission to submit electronically, it will no longer be required to submit such materials to DEQ in hardcopy. All hardcopy Annual Reports, attachments, and other required submittals must be sent to DEQ at their Portland office.

UPDATE 2024-2025: DEQ is requiring the Annual Report to be submitted electronically with their YDO program. As noted above, no hardcopy documents are required to be submitted.

8.3 RECORDKEEPING

(Schedule B.5 of the NPDES MS4 Phase II Permit)

The City of Medford will retain records and copies of all information (for example, all monitoring, calibration, and maintenance records; all original strip chart recordings for any continuous monitoring instrumentation; copies of all reports required by the permit; annual reports; a copy of the NPDES permit; and, records of all data or information used in the development and implementation of the SWMP) for a period of at least five years from the permit compliance action date or for the term of the permit, whichever is longer. This period may be extended at the request of DEQ at any time.

The City will submit records to DEQ when requested. The City will also make all records described above available to the public, if requested to do so in writing. The public must be able to view the records during normal business hours.

9.0 SPECIAL CONDITIONS – REQUIREMENTS FOR DISCHARGES TO IMPAIRED WATERBODIES (TMDL)

These requirements apply to MS4 discharges to receiving waters with established TMDLs and with new or modified TMDLs approved by EPA before the effective date of the NPDES MS4 Phase II permit where urban stormwater is identified as a source of TMDL pollutant loading. These requirements also apply to MS4 discharges to receiving waters identified as impaired on DEQ's current Integrated Report and 303(d) list for particular pollutants, identified before the effective date of the permit. DEQ has identified receiving waters in all urban areas covered by this permit as being water quality impaired for a variety of pollutants and most of these receiving waters are also under a TMDL load allocation.

The City of Medford has established TMDLs (effective at the date of the permit issuance) as described in section 0.1 of this SWMP.

DEQ incorporated performance measures in Schedule A.3.c, d, e, and f of NPDES MS4 Phase II permit to address water quality impairments and EPA-approved TMDL allocations issued to date. Compliance with the permit's terms and conditions is presumed to be in compliance with TMDL allocations issued before the effective date of this permit.

10.0 DEFINITIONS

a. **Total Maximum Daily Load (TMDL) or applicable TMDL** is any TMDL, which has been approved by EPA on or before the issuance date of this permit.

b. **Best Management Practices (BMPs)** means schedules of activities, prohibition of practices, maintenance procedures, and other management practices to prevent or reduce the pollution of waters of the state. BMPs also mean treatment requirements, operating procedures, and practices to control runoff, spillage, or leaks, sludge, or waste disposal, or drainage from raw material storages. See 40 CFR § 122.2 and 122.44(k). For the purposes of this permit, BMPs are synonymous with structural and non-structural stormwater controls and include the schedule of activities, controls, prohibition of practices, maintenance procedures and other management practices designed to prevent or reduce pollution.

c. **Bioretention** means the water quality and water quantity stormwater management practice using the chemical, biological and physical properties of plants, microbes and soils for the removal of pollution from stormwater runoff.

d. **CFR** means the Code of Federal Regulations, which is the official annual compilation of all regulations and rules promulgated during the previous year by the agencies of the United States government, combined with all the previously issued regulations and rules of those agencies that are still in effect.

e. **Chronic Illicit Discharges** are continuous illicit discharges resulting from sanitary/wastewater connections to an MS4, sanitary/wastewater inflows into a MS4 and unpermitted industrial wastewater discharges to the MS4.

f. **Clean Water Act (CWA)** refers to what was formally called the Federal Water Pollution Control Act or Federal Water Pollution Control Act Amendments of 1972, Public Law 92-500, as amended by Public Law 95-217, Public Law 95-576, Public Law 96-483, and Public Law 97- 117, 33 U.S.C. § 1251 et seq. [40 CFR §122.2].

g. **Common Plan of Development** means a contiguous construction project or projects where multiple separate and distinct construction activities may be taking place at different times on different schedules but under one plan.

h. **Construction Activity** includes, but is not limited to, clearing, grading, excavation, and other site preparation work related to the construction of residential buildings and non-residential buildings, and heavy construction (for example, highways, streets, bridges, tunnels, pipelines, transmission lines and industrial non-building structures).

i. **Erosion and Sediment Control Plan** is a site-specific plan designed to describe the control of soil, raw materials, or other substances to prevent pollutants in storm water runoff. For the purposes of this permit, an ESCP means a document that identifies potential sources of pollution, describes practices to reduce pollutants in stormwater discharges from the site, and identifies procedures or controls that the operator will implement to reduce impacts to water quality and comply with applicable permit requirements.

j. **Control Measure,** as used in this permit, refers to any action, activity, Best Management Practice or other method used to control the amount of pollutants in MS4 discharges.

k. **Discharge of a pollutant** means any addition of any “pollutant” or combination of pollutants to “waters of the state” from any “point source,” or any addition of any pollutant or combination of pollutants to

the waters of the "contiguous zone" or the ocean from any point source other than a vessel or other floating craft which is being used as a means of transportation. This definition includes additions of pollutants into waters of the state from surface runoff, which is collected or channeled by man; discharges through pipes, sewers, or other conveyances owned by a State, municipality, or other person, which do not lead to a treatment works; and discharges through pipes, sewers, or other conveyances, leading into privately owned treatment works. This term does not include an addition of pollutants by any "indirect discharger" [40 CFR §122.2].

l. **Erosion** is the process of carrying away soil particles by the action of water, wind, or other process.

m. **Evaporate** is rainfall that is changed or converted into a vapor.

n. **Evapotranspiration** is the sum of evaporation and transpiration of water from the earth's surface to the atmosphere. It includes evaporation of liquid or solid water plus the transpiration from plants.

o. **Final Stabilization** is determined by satisfying the following criteria: (1) there is no reasonable potential for discharge of a significant amount of construction related sediment or turbidity to surface waters; (2) construction materials and waste have been removed and disposed of properly. This includes any sediment that was being retained by the temporary erosion and sediment controls; (3) all temporary erosion and sediment controls have been removed and disposed of properly, unless doing so conflicts with local requirements; (4) all soil disturbance activities have stopped and all stormwater discharges from construction activities that are authorized by this permit have ceased; (5) all disturbed or exposed areas of the site are covered by either final vegetative stabilization or permanent stabilization measures. However, temporary or permanent stabilization measures are not required for areas that are intended to be left unvegetated or unstabilized following construction (such as dirt access roads, utility pole pads, areas being used for storage of vehicles, equipment, or materials), provided that measures are in place to eliminate or minimize erosion.

p. **Green Infrastructure (GI)** is a specific type of stormwater control using vegetation, soils, and natural processes to manage stormwater. At the scale of a neighborhood or site, green infrastructure refers to stormwater management systems designed to mimic nature by reducing and/or storing stormwater through infiltration, evaporation, and transpiration. At the scale of city or county, green infrastructure refers to the patchwork of natural areas that provides flood protection and natural processes that remove pollutants from stormwater.

q. **Impaired Water** means any waterbody that does not meet applicable water quality standards for one or more parameters as identified on Oregon's 303(d) list.

r. **Infiltration** is the process by which stormwater penetrates into soil.

s. **Illicit Connections** include, but are not limited to, pipes, drains, open channels, or other conveyances that have the potential to result in an illicit discharge.

t. **Illicit Discharge** is any discharge to a municipal separate storm sewer system that is not composed entirely of stormwater except discharges authorized under Section A.1.d, discharges permitted by a NPDES permit or other state or federal permit, or otherwise authorized by DEQ.

u. **Impervious Surface** is any surface resulting from development activities that prevents the infiltration of water. Common impervious surfaces include: building roofs; traditional concrete or asphalt paving on walkways, driveways, parking lots, gravel lots and roads; and heavily-compacted earthen materials.

v. **Large Community** is defined as any permit registrant not defined as a Small Community.

w. **Low Impact Development (LID)** is a stormwater management approach that seeks to mitigate the impacts of increased runoff and stormwater pollution using a set of planning, design and construction approaches and stormwater management practices that promote the use of natural systems for infiltration, evapotranspiration, and reuse of rainwater, and can occur at a wide range of landscape scales (i.e., regional, community and site). Low impact development is a comprehensive land planning and engineering design approach to stormwater management with a goal of mimicking the pre-development hydrologic regime of urban and developing watersheds.

x. **Maintenance Activities**, as used in the definition of Redevelopment means activities such as pavement preservation projects; restoration of impervious surfaces disturbed by construction, maintenance or repair utilities; and roof replacement projects.

y. **Maximum Extent Practicable (MEP)** is the technology-based discharge standard for municipal separate storm sewer systems to reduce pollutants in storm water discharges that was established by Section 402(p)(3)(B)(iii) of the Clean Water Act [33 U.S.C §1342(p)(3)(B)(iii)].

z. **Minimize** means to reduce and/or eliminate to the extent achievable using control measures (including BMPs) that are technologically available, economically practicable, and achievable in light of best industry or municipal practices.

aa. **Municipal Separate Storm Sewer System (MS4)** is defined in 40 CFR §122.26(b) and means a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains): (i) Owned or operated by a State, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to State law) having jurisdiction over disposal of sewage, industrial wastes, storm water, or other wastes, including special districts under State law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under Section 208 of the Clean Water Act that discharges to waters of the state; (ii) Designed or used for collecting or conveying storm water; (iii) Which is not a combined sewer; and (iv) Which is not part of a Publicly Owned Treatment Works as defined at 40 CFR §122.2.

bb. **Municipality** means a city, town, borough, county, parish, district, association, or other public body created by or under state law and having jurisdiction over disposal of sewage, industrial wastes, or other wastes, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under Section 208 of the Clean Water Act.

cc. **National Pollutant Discharge Elimination System (NPDES)** is the national program for issuing, modifying, revoking and reissuing, terminating, monitoring and enforcing permits, and imposing and enforcing pretreatment requirements, under sections 307, 402, 318, and 405 of Clean Water Act [40 CFR §122.2].

dd. **Non-structural Stormwater Controls or BMPs** are stormwater controls in the form of development standards or other regulatory mechanisms intended to minimize and treat stormwater by minimizing impervious surfaces and by using soil infiltration, evaporation, and transpiration. These controls may also take the form of procedural practices to prevent pollutants from contaminating stormwater. The use of this term in this permit is consistent with the discussion of non-structural stormwater BMPs in 64 Federal Register 68760 (December 9, 1999) which encompasses preventative actions that involve management and source controls such as: (1) policies and ordinances that provide requirements and standards to direct growth to identified areas, protect sensitive areas such as wetlands and riparian areas, maintain and/or increase open space (including a dedicated funding source for open space acquisition), provide buffers along sensitive waterbodies, minimize impervious surfaces, and minimize disturbance of soils and vegetation; (2) policies or ordinances that encourage infill development in higher density urban areas, and areas with existing storm sewer infrastructure; (3) education programs for

developers and the public about project designs that minimize water quality impacts; and (4) other measures such as minimization of the percentage of impervious area after development, use of measures to minimize directly connected impervious areas, and source control measures often thought of as good housekeeping, preventive maintenance and spill prevention.

ee. **Outfall** is defined as a point source at the point where a municipal separate storm sewer discharges to waters of the state, and does not include open conveyances connecting two municipal separate storm sewers or pipes, tunnels, or other conveyances which connect segments of the same stream or other waters of the state and are used to convey waters of the State.

ff. **Owner or Operator** is the owner or operator of any "facility or activity" subject to regulation under the NPDES program.

gg. **Pesticide** as used in this permit carries the same definition as used in the Federal Insecticide, Fungicide, and Rodenticide Act and is any substance or mixture of substances intended for preventing, destroying, repelling, or mitigating any pest. Under FIFRA, a pest is any insect, rodent, nematode, fungus, weed, or any other form of terrestrial or aquatic plant or animal life or virus, bacteria, or other micro-organism

hh. **Plant Intercept** is the capture of precipitation by the plant canopy and its subsequent return to the atmosphere through evaporation or sublimation.

ii. **Pollutant** is dredged soil; solid waste; incinerator residue; sewage; garbage; sewerage sludge; munitions; chemical wastes; biological materials; radioactive materials; heat; wrecked or discarded equipment; rock; sand; cellar dirt; and industrial, municipal, and agricultural waste discharged into water.

jj. **Predevelopment Hydrologic Function** is the hydrology of a site reflecting the local rainfall patterns, soil characteristics, land cover, evapotranspiration, and topography. The term predevelopment as used in predevelopment hydrologic function is consistent with the term predevelopment as discussed in Federal Register Volume 64, Number 235 and refers to the runoff conditions that exist onsite immediately before the planned development activities occur. Predevelopment is not intended to be interpreted as the period before any human-induced land disturbance activity has occurred.

kk. **Post-Construction Site Runoff Plan** is a plan developed by a site owner or operator and/or their designer to demonstrate compliance with the post-construction stormwater management and long-term operation and maintenance requirements of this permit.

ll. **Redevelopment** means a project that entails Construction Activities, occurs on a previously developed site and results in the addition or replacement of impervious surface. To the extent allowable under federal law, Redevelopment does not include: Maintenance Activities; Construction Activities conducted to ameliorate a public health or safety emergency or natural disaster; and/or Construction Activities within an existing footprint to repair or replace a site or a structure damaged by a public health or safety emergency or natural disaster.

mm. **Regulated small MS4** is a municipal separate storm sewer that is not a medium or large MS4. A large MS4 is defined in 40 CFR §122.26(b)(4). A medium MS4 is defined in 40 CFR § 122.26(b)(7). For the purposes of this permit, a small MS4 is any municipal separate storm sewer system located within a Census-defined Urbanized Area. Regulated small MS4s are automatically designated as needing an NPDES permit pursuant to federal requirements found in 40 CFR § 122.30-37. A regulated small MS4 also means any MS4 designated by DEQ pursuant to 40 CFR §122.26((a)(1)(v) and/or 123.35 as needing a NPDES permit.

nn. **Small Community** is defined as any permit registrant that has a population of less than 10,000 people or is a county that is the sole permit registrant/applicant. If the county is a co-registrant at the time of permit coverage or becomes a co-registrant at any time of permit coverage under this permit, it is not eligible for this exemption.

oo. **Small MS4**, is defined at 40 CFR § 122.26(b)(16) and (17), respectively, and means all separate storm sewers that are: (i) owned or operated by the United States, a State, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to State law) having jurisdiction over disposal of sewage, industrial wastes, storm water, or other wastes, including special districts under state law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under section 208 of the Clean Water Act that discharges to waters of the state; (ii) not defined as "large" or "medium" municipal separate storm sewer systems pursuant to 40 CFR § 122.26(b)(4) and (b)(7), or designated under 40 CFR 122.26(a)(1)(v); and (iii) includes systems similar to separate storm sewer systems in municipalities, such as systems at military bases, large hospital or prison complexes, and highways and other thoroughfares. The term does not include separate storm sewers in very discrete areas, such as individual buildings.

pp. **Stormwater or stormwater runoff** includes snow melt runoff, and surface runoff and drainage, and is defined in 40 CFR §122.26(b)(13). "Stormwater" means that portion of precipitation that does not 1 naturally percolate into the ground or evaporate, but flows via overland flow, interflow, channels, or pipes into a defined surface water channel or a constructed infiltration facility.

qq. **Stormwater Control** refers to non-structural, structural stormwater controls and/or BMPs.

rr. **Stormwater Management Program (SWMP)** refers to a comprehensive program to manage the quality of stormwater discharged from the municipal separate storm sewer system. For the purposes of this permit, the SWMP consists of the actions and activities conducted by the permit registrant as required by the permit and described in the permit registrant's SWMP Document.

ss. **A SWMP Document** is the written summary describing the unique and/or cooperative means by which an individual permit registrant or entity implements the specific stormwater management control measures required by the permit.

tt. **Stormwater Mitigation Bank Program** is a program for offsite compliance that establishes a market with an entity that tracks the life cycle of an offsite mitigation credit by certifying the credit, issuing a tradable credit to the seller, transferring the ownership of the credit from the seller to the buyer, and use or retirement of the credit to receive a benefit when the buyer of the credit is unable to meet a retention requirement on their site.

uu. **Stormwater Payment-in-Lieu Program** is a program for offsite compliance where the permit registrant or site owner/operator pays a fee in lieu of full compliance on the development site with this fee based on volume ratios (i.e., volume of stormwater to be retained onsite to the volume to be retained at the mitigation site) and a rate specified by the registrant. The registrant can aggregate fees and apply them to a public stormwater structural or non-structural control at a later point in time.

vv. **Structural Stormwater Controls or BMPs** are stormwater controls that are physically designed, installed, and maintained to prevent or reduce the discharge of pollutants in stormwater to minimize the impacts of stormwater on waterbodies. As noted in the 64 Federal Register 68760 (December 9, 1999), examples of structural stormwater controls or BMPs include: (1) storage practices such as wet ponds and extended-detention outlet structures; (2) filtration practices such as grassed swales, sand filters and filter strips; and, (3) infiltration practices such as infiltration basins and infiltration trenches.

ww. **Subwatershed** is a subdivision of a watershed and is the sixth-level 12-digit unit of the hydrologic unit hierarchy as defined by the National Watershed Boundary Dataset (USGS et al 2013).

xx. **Transpiration** means to release water vapor into the atmosphere through plant stomata or pores.

yy. **Waters of the State** means lakes, bays, ponds, impounding reservoirs, springs, wells, rivers, streams, creeks, estuaries, marshes, inlets, canals, the Pacific Ocean within the territorial limits of the State of Oregon, and all other bodies of surface or underground waters, natural or artificial, inland or coastal, fresh or salt, public or private (except those private waters that do not combine or effect a junction with natural surface or underground waters) that are located wholly or partially within or bordering the State, or within its jurisdiction.

APPENDIX A

Rogue Valley Council of Government (RVCOG)

Annual Report FY 2024 – 2025

Regional Stormwater Public Education, Outreach, Involvement & Participation

2024-2025 Annual Stormwater Public Education, Outreach, Involvement, and Participation Regional Report – Bear Creek MS4s

RVCOG
NATURAL RESOURCES

Introduction

This report outlines the public education and outreach (PE/PO), and involvement and participation (PI/PP) strategies that municipal separate storm sewer systems (MS4s) in the Middle Rogue Basin implemented by RVCOG on behalf of the Bear Creek MS4s from July 1, 2024 to June 30th, 2025 to satisfy the conditions of the NPDES Phase II general permit issued by DEQ on November 30, 2018. The activities are integrated into individual Stormwater Management Plans (SWMPs) developed by the MS4s that were submitted to and approved by DEQ. Activities completed are applicable to the regulated small (Phase II) MS4s and include established MS4s (Existing Registrants) and new permittees (New Registrants). In the Middle Rogue Basin, the registrants include the Cities of Medford, Ashland, Grants Pass, Eagle Point, Central Point, and Rogue River, Rogue Valley Sewer Services (includes the Cities of Talent and Phoenix and Jackson County), and Josephine County.
Most of the activities summarized in this report are funded by the Bear Creek MS4s (Medford, Ashland, Central Point, and RVSS (representing Phoenix, Talent, and Jackson County)) with a few exceptions that include Grants Pass, Josephine County, and/or other partners through the TMDL Program and implemented by the Rogue Valley Council of Governments Natural Resources Department. RVCOG coordinates with MS4s, This report follows a similar format to previous years.

Program Highlights

- Programs reached over *2,700 people* (not including visitation to the Stream Smart website).
- The website had 3,442 visitors and 21,443 views. The most visited pages besides the landing page included the Bear Creek Clean Up, Bear Creek Stewards, Rogue River Clean-up, Rogue Aquatic Invasives Network (RAIN), Salmon Watch, Monitoring Water Quality, Volunteer programs, and About the Program.
- For social media, we have 655 Facebook followers and 269 Instagram followers. Our Facebook reach was 22,388 and we had 1,135 visits.
- Continued the Salmon Watch program for a 12th consecutive season in the Fall of 2024 and Spring of 2025. We conducted 34 in person field days with 22 different schools. Classes represented schools from the Bear Creek Valley and Greater Jackson County. *1,578 participants.*
- Other Salmon Watch related programs including teaching a hybrid class with ODFW's Salmon Release Program and LOGOS School in December at Tou Velle State Park (*count included as part of the Salmon Watch Program*) and we completed 10 session of the Salmon Watch Traveling Roadshow (*87 attendees*). Participating libraries included Ashland. Medford, Central Point, Eagle Point, and White City. We also conducted two days of Salmon Watch Training (*25 participants each day*) and hosted a post field day debrief/Open House (*15 attendees*)
- Salmon Watch Partners included representatives from the TMDL DMAs and Bear Creek MS4s, Bear Creek Watershed Education Partners (BCWEP) volunteers, RVSS, Oregon State Parks, Oregon Department of Fish and Wildlife, BLM, the Freshwater Trust, the Army Corps of Engineers, Southern Oregon Land Conservancy, Kid Time, Pollinator

Project Rogue Valley, Southern Oregon Forest Restoration Collaborative, and local schools. New partners this year included Save the Phoenix Wetlands.

- Secured match funding for additional Stream Smart Programs including Salmon Watch, the Creek and River Clean-ups, and the Adopt Programs (River and Greenway) through the Medford Co-Op's Positive Change Program, local bottle drop funds, and the American Fisheries Society.
- Presented education and outreach information at multiple local events including presentations in a partnership with the Stream Smart and/or TMDL programs, schools, and partners. *479 people reached.*
- Participated in and helped coordinate volunteer clean-ups in September 2024 and April 2025. 330 *attendees.*
    - Fall Statistics and Activities:
        - 98 volunteers
        - Removed 1,480lbs of trash
        - Invasive Species (blackberries) removed
        - Press releases and media interviews conducted
    - Spring Statistics and Activities
        - 232 volunteers
        - 3,625 pounds of trash removed along 10 miles of Bear Creek
        - Mulching and planting of pollinator gardens and restoration sites
        - Invasive Species(blackberries) removed
        - Press releases and media interviews conducted
- Hosted and/or helped coordinate 6 additional volunteer events reaching over 78 people. These events are outside of the Clean-up days, documented events, and the Salmon Watch Program.
- Continued activities along the Stream Smart Adopt-A-Greenway segment near the Expo Center including tying in and staffing starting locations for the Bear Creek clean-up and continuing to work with Crater High School
- Audiences reached included the general public schools (e.g., stormwater presentation at Medford Innovation Academy, volunteer events with Crater High School), and local officials (through presentation of programs at RVCOG Board meetings).
- The Stream Smart program is continuing to expand with new partners and ties into specific programs including Jackson County Library District, the Ashland Food Co+Op, Medford Food Co+Op, the Cooperative Weed Management Area (CWMA), RAIN, Save the Phoenix Wetlands, PPRV, and others.

PUBLIC EDUCATION & OUTREACH (PE/PO) SUMMARY

General Program/Activity Description

The PE/PO program is designed to develop, refine, and implement an education and outreach program to inform the public about the impacts of stormwater discharges on waterbodies and the steps that they can take to reduce pollutants in stormwater runoff consistent with the recommendations of the general permit and jurisdictional (MS4s) SWMPS. The goal of program is to educate residents on behaviors and practices that can cause or contribute to adverse stormwater impacts on receiving waters and provide actions that citizens, businesses, and others can take to reduce pollutants in stormwater runoff and prevent illicit discharge from entering the MS4 impacted receiving waters. Activities were developed over a 5-year implementation period with most communities participating in regional implementation of some activities. Regional activities are reviewed, updated (as needed), and completed annually. Program changes and recommendations are summarized in the annual report and revisions are implemented in the next implementation year.

Work completed in 2024-2025 is based off the general SWMP created with the regional stormwater team and RVSS (http://rvcog.org/wp-content/uploads/2017/01/SWMP-Draft-June-28th-2019.pdf). Table 2 and Table 3 (page 15) summarize the general recommendations for developing SWMPs and were used to develop the program scopes. The scopes were used by the MS4s for developing and submitting their SWMPs. In addition, the general SWMP was used as the basis for regional implementation activities coordinated by RVCOG. Activity details for the implementation year follow the tables. The tables are provided as a reference to link into individual SWMPs as needed.

Table 2: Public Education & Outreach Activities											
Activity/Description	**Regional Activity?**	**Current Activity**	**New Activity/ Materials**	**Audience(s)**			**Permit Year**				
				Public, Homeowners, HOA's, Schools, Businesses (Target Audience #1)	**Local Elected Officials, Land Use Planners, Engineers (Target Audience #2)**	**Construction Site Operators (Target Audience #3)**	**1**	**2**	**3**	**4**	**5**
Electronic Communication Channels (Topics: 1-10)											
Stream Smart	X	X		X	X						
RVCOG Website	X	X		X	X						
MS4s Individual Websites		X		X							
Messaging/Campaigns											
Meet annually to decide on a message or a campaign to focus on/highlight for the implementation year in addition to the activities that cover multiple topics.	X	X	X	X	X	X					
Events (Topics: 1, 2, 7, 9) – Minimum of 4 events per year											
Spring events (April/May) - 2	X	X		X	X						
Fall Events (September/October) - 2	X	X		X	X						
Event Examples Rogue Valley Earth Day(s) Arbor Day Events Land Steward Workshop Salmon Festival World Fish Migration Day Bear Creek Fall Festival Other											
Media (Topics: 1-10)											
Press Releases	X	X		X	X	X					
Social Media	X	X		X							
Print Media	X	X		X	X	X					
Targeted Workshops/Trainings (Topics: 1-10) – 1-2 per year											
Erosion Prevention & Sediment Control BMPs - Goal: target construction site operators		X	X		X	X		X		X	
Riparian/Restoration/Invasive Spp. Management			X	X	X		X				X
Low Impact Development/Green Infrastructure			X	X	X			X			
Homeowners/residential			X						X		
Landscape contractors/commercial & public maintenance operators			X			X				X	
Pesticide & Herbicide BMPs/Reduction			X	X				X			
Other topics			X	X	X	X					
Printed Materials (Brochures, post cards). (Topics: 1-10)											
Continue printing & distribution of existing brochures, postcards, etc.	X	X		X	X						
New/revised printed material for distribution	X		X	X	X	X					
Presentations (Topics: 1-10) - Updates to City Councils/Commissions (Target audience #2) minimum of once per year. Updates of what's coming/changes in 2019 (New Phase II Regulations).			X		X	X					
Program Support/Implementation (Topics: 2, 3, 4, 6, 7, 9)											
Salmon Watch	X	X		X							
Adopt-A-River	X	X		X	X						
Stream Smart (website, program admin)	X	X		X	X						
General funding for programs, events, brochures (e.g., Bear Creek Fall Festival, brochure printing, Clean Rivers Coalition)	X	X	X	X	X	X					

Shading indicates when activity taking place.

DRAFT

Work Completed in 2024-2025

*Stream Smart (*Stream Smart – Cool, Clean Water for Life)

The Stream Smart program was created to help MS4s and their partners more effectively implement their education and outreach programs and public involvement and participation programs. The program is a partnership with other local TMDL programs (Bear Creek and the Rogue River), partner programs, local schools, agencies, and others. The program is a regional informational resource on water quality and watershed related topics, helps advertise and promote events and volunteer opportunities, and encourages residents to help improve water quality in the region by taking actions at home, work, school, or in their community. The program consists of a website, social media (currently Facebook and Instagram), and a number of key programs (e.g., Salmon Watch, Creek Clean-ups, Adopt-A_greenway, Adopt-A-River).

MS4s are a major funders (sustainers) of the Stream Smart Program and many members also serve on the Advisory Committee to help direct program activities. The core Advisory Team includes RVCOG (the 2024-2025 coordinator), Medford, Central Point, RVSS, Jackson County, Grants Pass, and Josephine County. Core refers to those members who actively participate in meetings and program activities

Annual activities completed by RVCOG included coordinating and facilitating Stream Smart Advisory Committee meetings (January and June), sponsoring and promoting events, implementing activities and programs including Salmon Watch and the Creek and River Clean-ups, promoting and marketing of the program, building partnerships, leveraging funding for activities, creating and updating content for the website including blocks, creating content for media and social media postings, and hosting or participating in local events in conjunction with partners and programs.

Major accomplishments included updating and maintaining the website (https://www.stream-smart.com/), expanding the social media content by continuing a campaign to help with fundraising and outreach on what Stream Smart is and what we do to the public, continuing to expand partners including increased coordination with the Cooperative Weed Management Area (CWMA) and the Rogue Aquatic Invasives Network (RAIN), adding in new content and pages for RAIN and the Bear Creek Stewards, continuing outreach and participation with blogs and volunteer activities, sharing information and events, supporting programs through additional funding channels (Positive Change Program with the Medford CO-OP), adding in new materials and continuing programs including the Salmon Watch Traveling Roadshow, continuing to create and install signs incorporating the logo along local recreation corridors (e.g., Bear Creek Greenway), hosting a number of volunteer events in both Jackson and Josephine Counties, establishing additional support programs for banners, continuing to support local clean-up activities, volunteer supplies, tools, and other needs through a bottle drop account, adopting a section of the Rogue River, working with Crater Renaissance and hosting events on the Adopt-A-Greenway section from Pine Street to Upton Road near the Jackson County Expo.

In 2025-2026, we are meeting with the Clean Rivers Coalition to look at partnering with them on their statewide campaigns, specifically with the further development of the Follow Your Water Rogue Campaign.

Stream-smart.com

The figure on the next page shows part of the home page for the Bear Creek Steward website (Bear Creek Clean-Ups (Bear Creek Stewards) – Stream Smart), one of the new pages. Additional planned developments for the page include a jotform or other plug in to help with the registration process for events.

Other new and/or majorly updated pages include:

- Rogue Aquatic Invasives Network (Rogue Aquatic Invasives Network (R.A.I.N) – Stream Smart)
    - RAIN also has 4 sub-pages with information
- Updating the Resources Page with new materials (Resources – Stream Smart)

As mentioned in the previous years report (2023-2024), the home page for the program was revised to help community users understand what Stream Smart is, highlight our important programs, and our accomplishments. The change was completed as part of the outreach for the Ashland CO-OPs Change for Good Program. Updates and revisions were also made as part of the Positive Change Program Outreach with the Medford CO-OP. We also continued to revise the funders page to recognize the contributions of the Bear Creek MS4s, Bear Creek and Rogue DMAs, and others. We also added information on the Stormwater Advisory Team (SWAT) and meetings to the website to advertise that the meetings are public and have a public involvement component for those who are interested.

Report Spill (Oregon En

HOME WHAT IS STREAM SMART? OUR WORK HOW TO GET INVOLVED NEWS AND EVENTS SEARCH

Bear Creek Clean-Ups (Bear Creek Stewards)

Bear Creek Stewardship Days

Bear Creek Stewardship Day occurs annually in the spring and fall and has been bringing brings Rogue Valley communities together for more than 20 years!

This community-wide trash clean-up and riparian restoration event happens in April (for Earth Day) and September from 9:00 AM to 12:00 PM, with check-in starting at 8:30 AM. Check-in locations from Central Point to Ashland are hosted by various organizations, businesses, and agencies. Visit our sponsors page to learn more about the hosts and other partners.

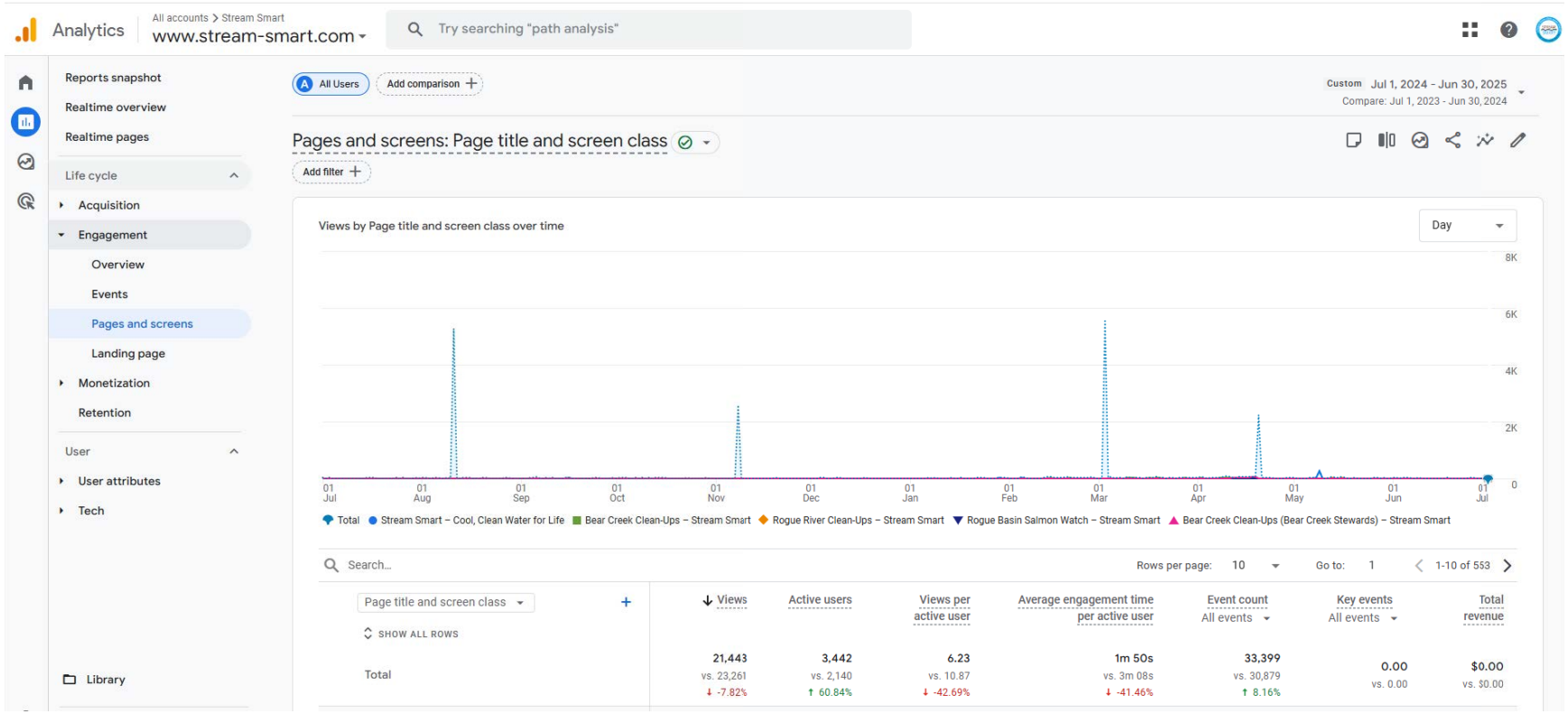
Our next event is on Saturday, September 20th, 2025!

Web and Social Media Summary

Annual visitation to the website, Facebook, and Instagram shows that a higher percentage of users interact with Stream Smart through social media platforms when compared to traditional channels. The most visited web pages include the Rogue Clean-ups, events and press releases, and what is Stream Smart.
Most of the social media visitation based mostly on interactions on Facebook (likes) is local, although there is some interest from Portland and Eugene.

Visitation to the website

Based on data provided by Google Analytics, the website had 3,442 users (visitors) over the implementation year (see information on the next page)


Analytics
All accounts > Stream Smart
www.stream-smart.com
Try searching "path analysis"
Reports snapshot
Realtime overview
Realtime pages
Life cycle
Acquisition
Engagement
Overview
Events
Pages and screens
Landing page
Monetization
Retention
User
User attributes
Tech
Library
All Users
Add comparison
Custom Jul 1, 2024 - Jun 30, 2025
Compare: Jul 1, 2023 - Jun 30, 2024
Pages and screens: Page title and screen class
Add filter
Views by Page title and screen class over time
Day
8K
6K
4K
2K
0
01 Jul
01 Aug
01 Sep
01 Oct
01 Nov
01 Dec
01 Jan
01 Feb
01 Mar
01 Apr
01 May
01 Jun
01 Jul
Total
Stream Smart – Cool, Clean Water for Life
Bear Creek Clean-Ups – Stream Smart
Rogue River Clean-Ups – Stream Smart
Rogue Basin Salmon Watch – Stream Smart
Bear Creek Clean-Ups (Bear Creek Stewards) – Stream Smart
Search...
Rows per page: 10
Go to: 1
1-10 of 553
Page title and screen class
SHOW ALL ROWS
Views
Active users
Views per active user
Average engagement time per active user
Event count
All events
Key events
All events
Total revenue
Total
21,443
vs. 23,261
-7.82%
3,442
vs. 2,140
60.84%
6.23
vs. 10.87
-42.69%
1m 50s
vs. 3m 08s
-41.46%
33,399
vs. 30,879
8.16%
0.00
vs. 0.00
$0.00
vs. $0.00

Top Ten Pages

The top ten pages included the Stream Smart home page, Bear Creek Clean-ups, Bear Creek Stewards, the Rogue River Clean-up, RAIN, Salmon Watch, Water Quality, Volunteer Programs, and About Stream Smart.
Top Ten Pages list (comparison with previous year)

	Page title and screen class +	↓ Views	Active users
	SHOW ALL ROWS		
	Total	21,443 vs. 23,261 ↓ -7.82%	3,442 vs. 2,140 ↑ 60.84%
1	(not set)		
	Jul 1, 2024 - Jun 30, 2025	15,596 (72.73%)	461 (13.39%)
	Jul 1, 2023 - Jun 30, 2024	19,680 (84.61%)	557 (26.03%)
	% change	-20.75%	-17.24%
2	Stream Smart – Cool, Clean Water for Life		
	Jul 1, 2024 - Jun 30, 2025	1,498 (6.99%)	1,065 (30.94%)
	Jul 1, 2023 - Jun 30, 2024	1,086 (4.67%)	702 (32.8%)
	% change	37.94%	51.71%
3	Bear Creek Clean-Ups – Stream Smart		
	Jul 1, 2024 - Jun 30, 2025	764 (3.56%)	431 (12.52%)
	Jul 1, 2023 - Jun 30, 2024	12 (0.05%)	11 (0.51%)
	% change	6,266.67%	3,818.18%
4	Bear Creek Clean-Ups (Bear Creek Stewards) – Stream Smart		
	Jul 1, 2024 - Jun 30, 2025	343 (1.6%)	239 (6.94%)
	Jul 1, 2023 - Jun 30, 2024	0 (0%)	0 (0%)
	% change	0%	0%
5	Rogue River Clean-Ups – Stream Smart		
	Jul 1, 2024 - Jun 30, 2025	308 (1.44%)	189 (5.49%)
	Jul 1, 2023 - Jun 30, 2024	247 (1.06%)	173 (8.08%)

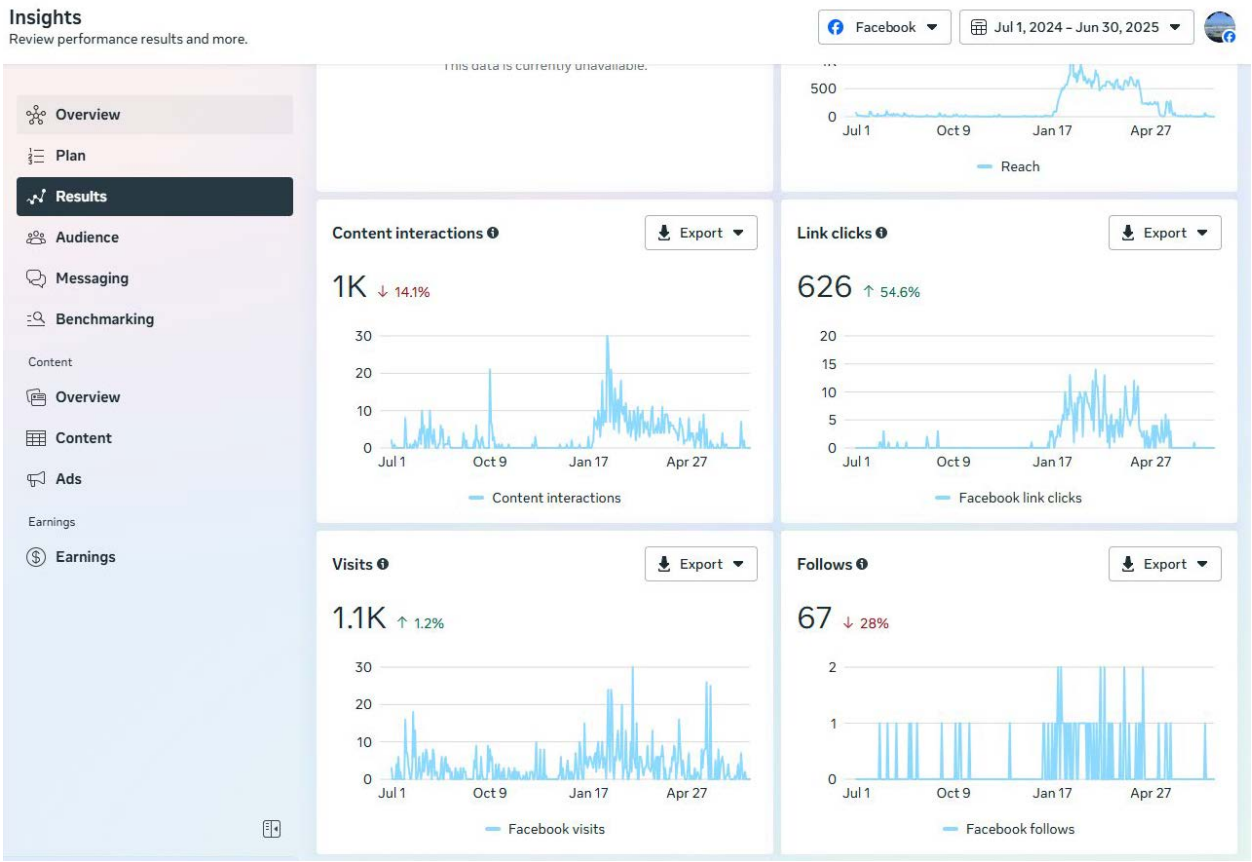
6	Rogue Aquatic Invasives Network (R.A.I.N) – Stream Smart		
	Jul 1, 2024 - Jun 30, 2025	239 (1.11%)	118 (3.43%)
	Jul 1, 2023 - Jun 30, 2024	0 (0%)	0 (0%)
	% change	0%	0%
7	Rogue Basin Salmon Watch – Stream Smart		
	Jul 1, 2024 - Jun 30, 2025	209 (0.97%)	123 (3.57%)
	Jul 1, 2023 - Jun 30, 2024	183 (0.79%)	91 (4.25%)
	% change	14.21%	35.16%
8	Monitoring Water Quality in the Rogue Basin – Stream Smart		
	Jul 1, 2024 - Jun 30, 2025	137 (0.64%)	91 (2.64%)
	Jul 1, 2023 - Jun 30, 2024	70 (0.3%)	42 (1.96%)
	% change	95.71%	116.67%
9	Volunteer – Stream Smart		
	Jul 1, 2024 - Jun 30, 2025	99 (0.46%)	74 (2.15%)
	Jul 1, 2023 - Jun 30, 2024	69 (0.3%)	53 (2.48%)
	% change	43.48%	39.62%
10	About the Program – Stream Smart		
	Jul 1, 2024 - Jun 30, 2025	88 (0.41%)	80 (2.32%)
	Jul 1, 2023 - Jun 30, 2024	110 (0.47%)	75 (3.5%)
	% change	-20%	6.67%

Social Media Visitation

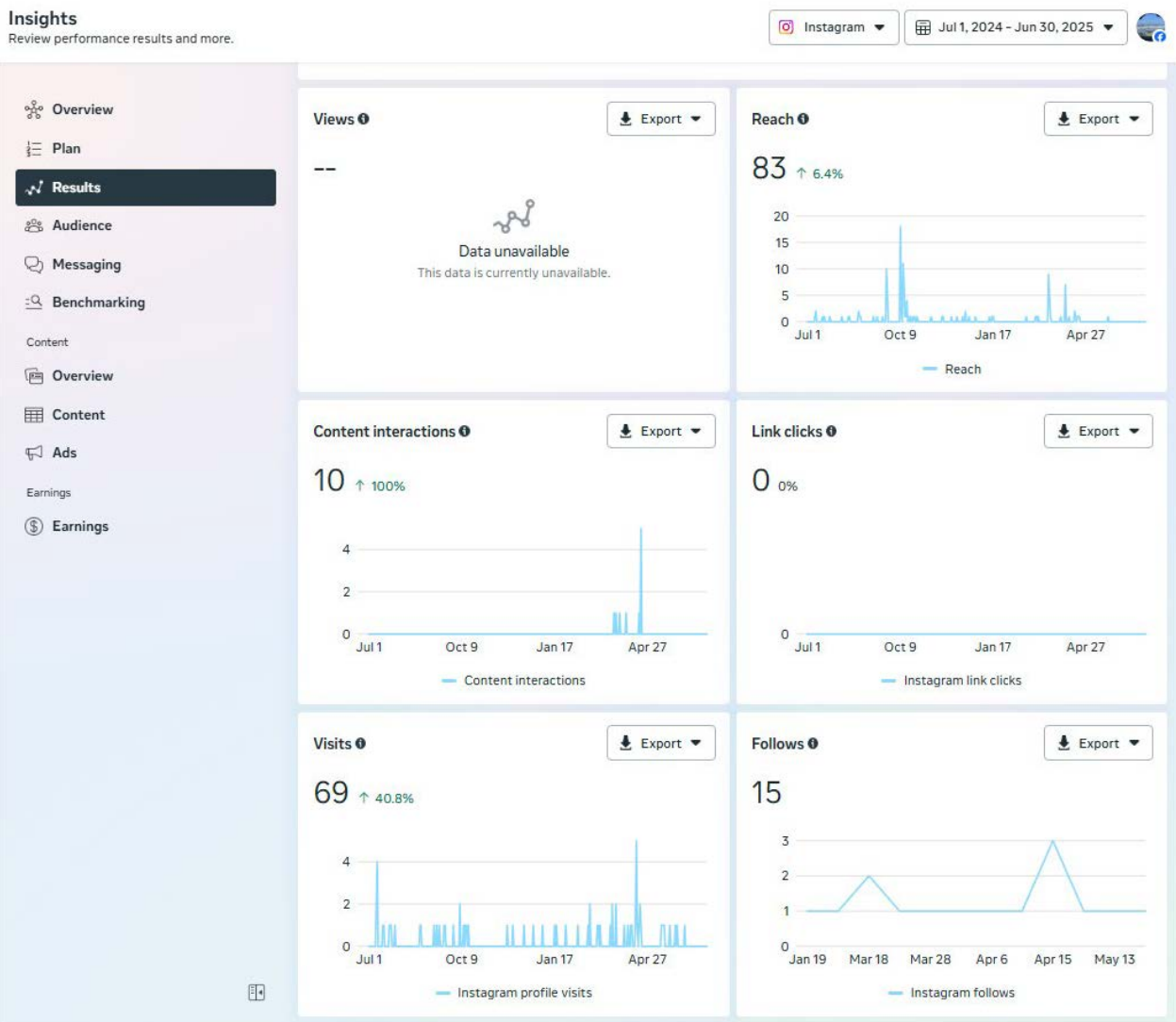
In tracking visiting for the implementation year, there were some changes analytics and the way the programs tracked visits resulting in a lag of views for some parameters. This meant that some data was not availble for all of the time period of interest for this report.

Facebook Reach (22,400 views)

Insights Facebook



Insights Instagram

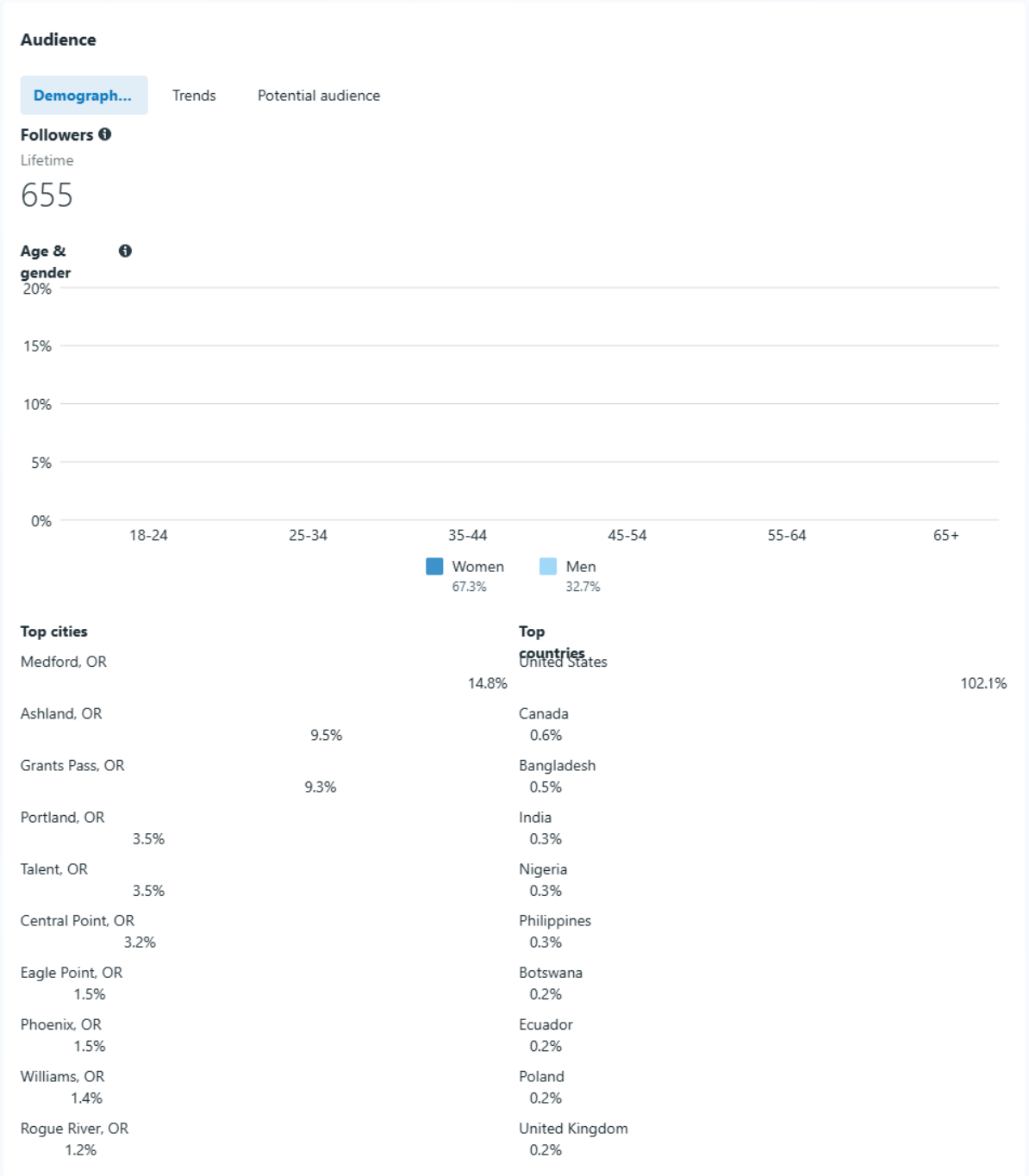


Social Media Demographics

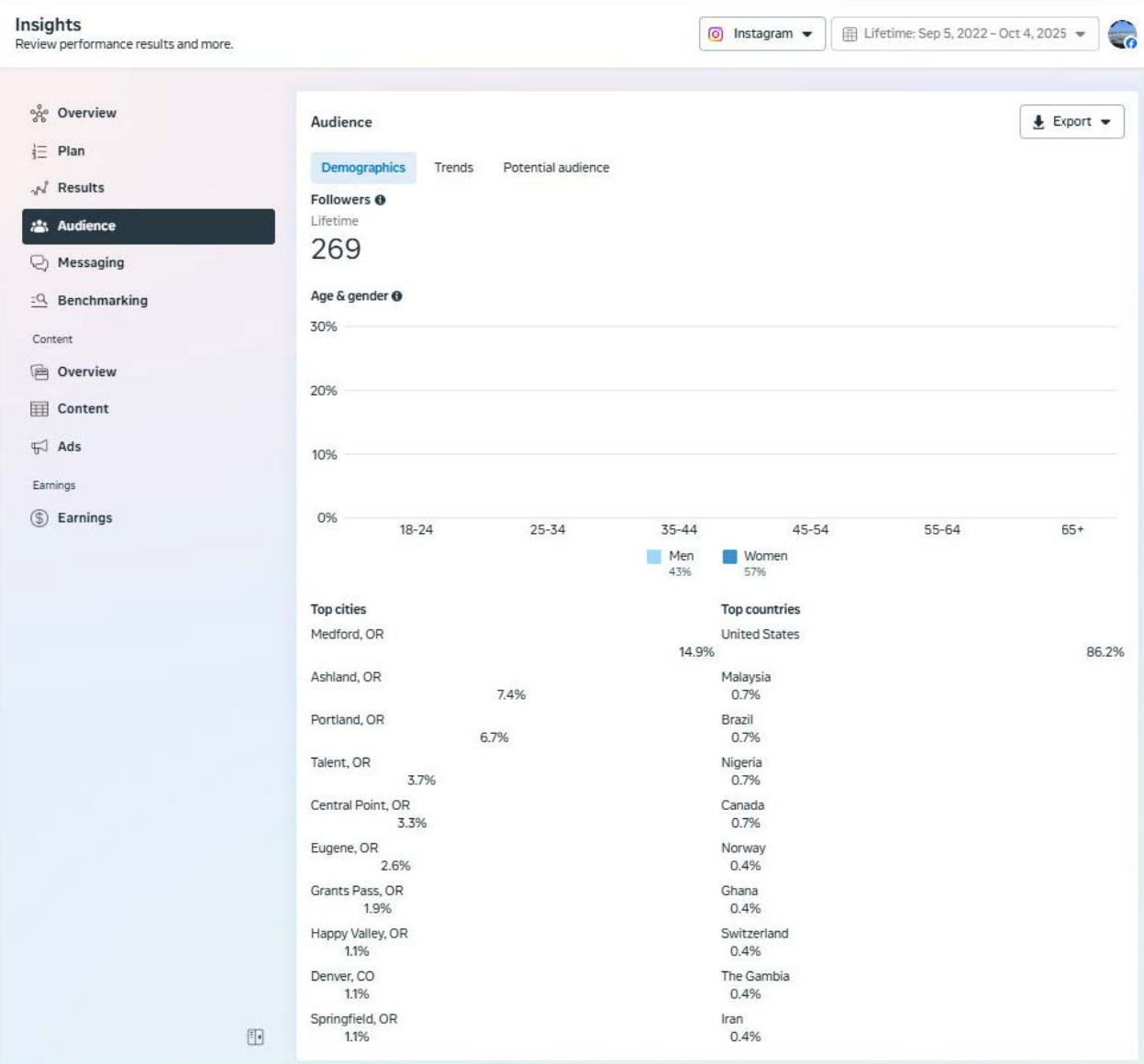
While not showing in the graphs, the age and gender breakdowns are as follows:

Facebook			Instagram		
Age Range	Women (%)	Men (%)	Age Range	Women (%)	Men (%)
18-24	0.5	0	18-24	1.9	0.6
25-34	8.6	4.4	25-34	14.6	4.4
35-44	18.7	7.7	35-44	15.8	21
45-54	13.7	6.6	45-54	13.3	4.4
55-64	11.1	6.7	55-64	7.6	8.2
65+	14.7	7.3	65+	3.8	4.4

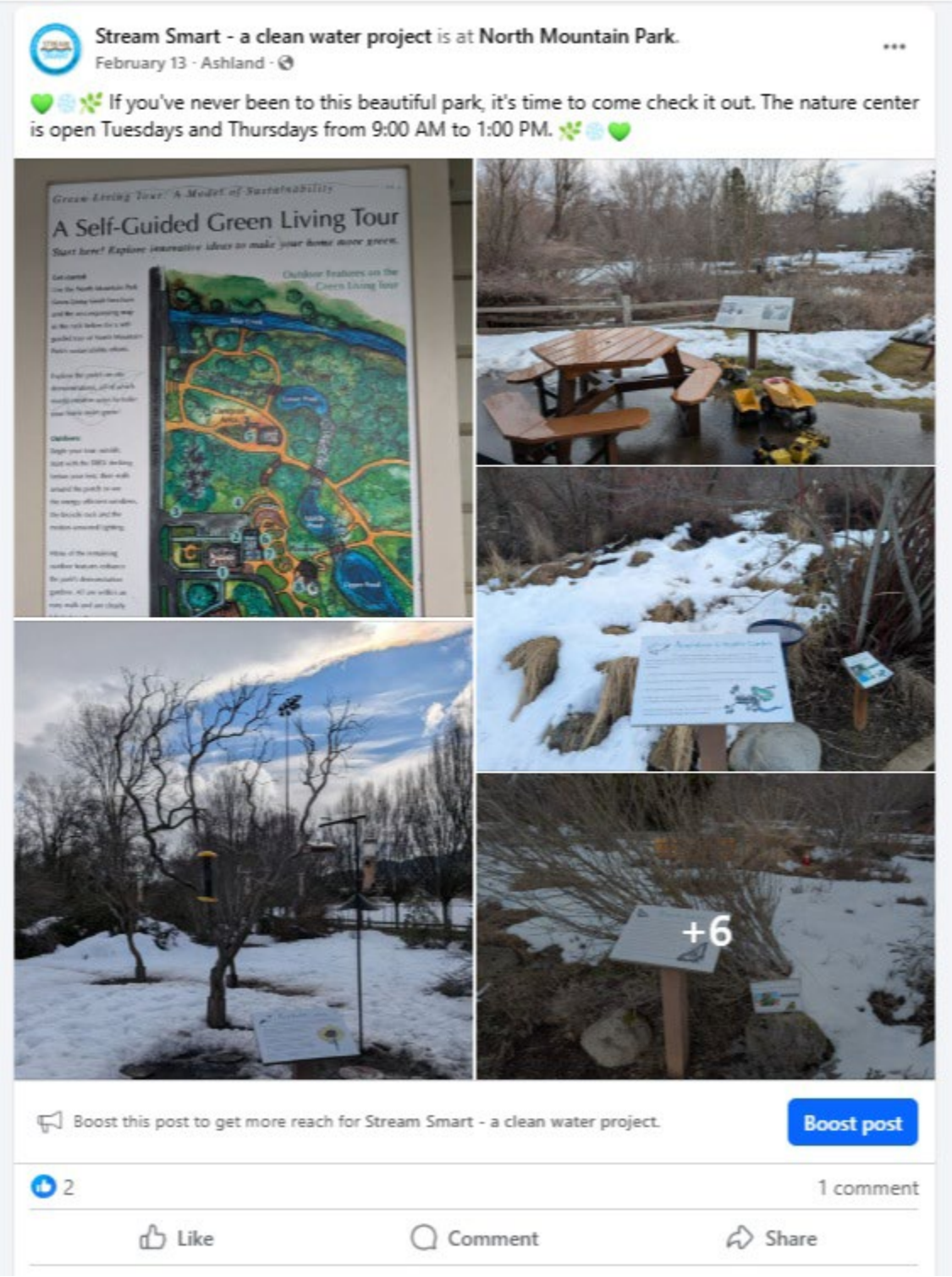
Facebook


Audience
Demograph...
Trends
Potential audience
Followers
Lifetime
655
Age & gender
20%
15%
10%
5%
0%
18-24
25-34
35-44
45-54
55-64
65+
Women
67.3%
Men
32.7%
Top cities
Medford, OR
14.8%
Ashland, OR
9.5%
Grants Pass, OR
9.3%
Portland, OR
3.5%
Talent, OR
3.5%
Central Point, OR
3.2%
Eagle Point, OR
1.5%
Phoenix, OR
1.5%
Williams, OR
1.4%
Rogue River, OR
1.2%
Top countries
United States
102.1%
Canada
0.6%
Bangladesh
0.5%
India
0.3%
Nigeria
0.3%
Philippines
0.3%
Botswana
0.2%
Ecuador
0.2%
Poland
0.2%
United Kingdom
0.2%

Instagram


Insights
Review performance results and more.
Instagram
Lifetime: Sep 5, 2022 – Oct 4, 2025
Overview
Plan
Results
Audience
Messaging
Benchmarking
Content
Overview
Content
Ads
Earnings
Earnings
Audience
Export
Demographics
Trends
Potential audience
Followers
Lifetime
269
Age & gender
30%
20%
10%
0%
18-24
25-34
35-44
45-54
55-64
65+
Men
43%
Women
57%
Top cities
Medford, OR 14.9%
Ashland, OR 7.4%
Portland, OR 6.7%
Talent, OR 3.7%
Central Point, OR 3.3%
Eugene, OR 2.6%
Grants Pass, OR 1.9%
Happy Valley, OR 1.1%
Denver, CO 1.1%
Springfield, OR 1.1%
Top countries
United States 86.2%
Malaysia 0.7%
Brazil 0.7%
Nigeria 0.7%
Canada 0.7%
Norway 0.4%
Ghana 0.4%
Switzerland 0.4%
The Gambia 0.4%
Iran 0.4%

Example Posts



Stream Smart - a clean water project
February 18 ·

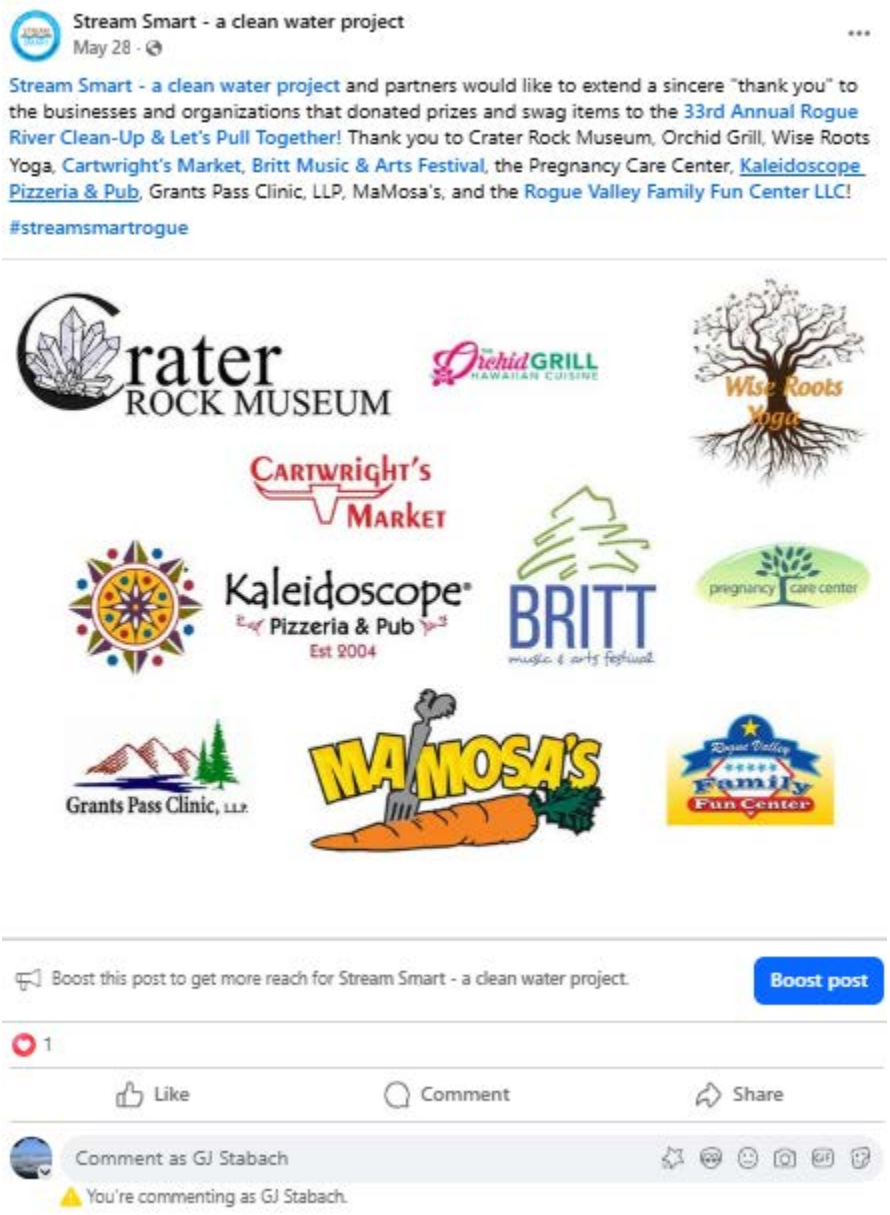
🌿💧🌿 Our next big clean-up and restoration event is Bear Creek Stewardship Day in celebration of Earth Day on Saturday, April 19th! Come join in on the fun!

Wa... See more

Boost this post to get more reach for Stream Smart - a clean water project. Boost post

2 1 share

Like Comment Share



Examples of Other Articles, Press Releases, Blogs, and Media

Release the Salmon!

Posted on December 19, 2024 by Amie Siedlecki

During the last few years, the Rogue Basin Salmon Watch program has come full circle with a salmon release and modified Salmon Watch field trip with LOGOS Public Charter School at TouVelle State Recreation Site. Today, on Thursday, December 19th, 2024, we had nearly 60 students from LOGOS, grades 3rd through 5th, come out to release their classroom-reared salmon fry into the Rogue River.

After the salmon release, half of the students remained on site for a modified Salmon Watch program consisting of a water quality station and a macroinvertebrate station taught by outdoor educators from North Mountain Park and the Southern Oregon Land Conservancy. Additionally, a salmon game and a nature journaling exercise was offered to students during the field trip.

While today's salmon release and modified Salmon Watch program was a success, the entire fall season of 2024 field trips was fantastic and a huge accomplishment! From mid-September to early November, the program served nearly 1,200 students and 24 schools, with 35 different outdoor educators and program partners teaching Salmon Watch modules. We are working on another set of field trips to serve several hundred students this spring for a couple of special programs. Needless to say, the Rogue Basin Salmon Watch co-coordinators are pleased with another wonderful Salmon Watch season!

And check out our new Rogue Basin Salmon Watch logo!

PRESS RELEASE

Rogue Valley Council of Governments,
Natural Resources Department

CREEK SAFETY WATCH
Bear Creek Watershed – Jackson County
June 4th, 2025

Important Note: **This information is for select creeks in the Bear Creek Basin only –**
IT DOES NOT COVER ALL CREEKS IN JACKSON COUNTY OR ALL CREEKS IN THE BEAR CREEK WATERSHED. If you have questions about a specific creek, please call RVCOG (see contact information below).

Routine, monthly water quality testing results indicate that the following creeks have exceeded state bacteria standards for contact recreation (swimming, wading, etc.). Residents are asked to use caution when in contact with any waterways and especially to avoid ingestion (which may cause illness) and contact with open wounds (which may cause infection). Very young children should be fully supervised when playing in the water to avoid swallowing the water. It is important to note that contact with any water body – creeks, rivers, lakes, or swimming pools – carries some level of risk.

Possible causes of high levels of bacteria in the creeks include: 1) pet waste, 2) livestock waste, 3) wild animals, 4) leaking septic systems, 5) illegal dumping from portable toilets or RVs, or
6) any other activity that results in the discharge of fecal matter directly into creeks or through storm drains.

Citizens are asked to notify the appropriate agency of any concerns. Failing septic systems and other pollutants discharged into streams should be reported to the Department of Environmental Quality. Complaints can be reported to the complaint hotline at 1-888-997-7888 or online at http://www.deq.state.or.us/complaints/rep.htm. If you are unsure of whom to call or have questions regarding which creeks are tested, please call Amie Siedlecki (541-423-1371) or Greg Stabach (541-423-1370) from the Rogue Valley Council of Governments' (RVCOG) Natural Resources Department, or visit http://rvcog.org/what-we-do/natural-resources/.

What you can do: 1) pick up after your pets, 2) keep manure, cat litter, and other waste material away from creeks and storm drains, 3) have your septic system inspected and repaired if failing, and 4) put toddlers in swim diapers.

More information is available from RVCOG's Natural Resources Department (http://rvcog.org/what-we-do/natural-resources/), Stream Smart's Monitoring Water Quality in the Rogue Basin webpage (http://www.stream-smart.com/monitoring-water-quality-in-the-rogue-basin/), and the Oregon Department of Environmental Quality (https://www.oregon.gov/deq/wq/Pages/WQ-Standards-Uses.aspx).

The following creeks have exceeded state bacteria standards for contact recreation (swimming, wading etc.):

Jackson Creek from Jacksonville to Dean Creek Road (Jacksonville/Central Point)
Bear Creek near Lithia & Driveway Fields (South Medford)

About Stream Smart

What is STREAM SMART?

An educational program that promotes increased awareness of how everyday choices may impact local streams and rivers. Simple habit or behavior changes can make a big difference. Stream Smart empowers everyone to do their part to turn our streams from **brown** to **blue** – change starts with you!

Programs include

- Salmon Watch

- Creek and River Clean-ups

- Volunteer Programs
  - *Adopt-A-River
  - *Adopt-A-Greenway
  - *Planting (native trees, shrubs, pollinators)

Salmon Watch Program Overview

The Salmon Watch program is available annually to schools in Bear Creek Valley, Greater Jackson County, and Josephine County. The program is coordinated by the Rogue Valley Council of Governments and Rogue Valley Sewer Services on behalf of local communities in Bear Creek and the Middle Rogue Watersheds (DMAs and MS4s). The program teaches students about watershed health and stewardship by learning about Salmon, what they need to be healthy and thrive, and how our decisions can impact them. The main element of the program is a field trip that brings students out to a local creek or river to learn in the field. Specifics of how the program works are discussed in the 2024-2025 summary provided below. In addition, the complete Salmon Watch Fall 2024 and Spring 2025 Activity Report is available online (https://rvcog.org/what-we-do/natural-resources/stormwater-101/) and included below.
Keys to the success of the program is support from partners including multiple organizations (NGOs, Education Groups, and Watershed Councils), agencies, and municipalities who donate their time to the program for module instruction and provide other in kind (or direct) match to the program. For example, the Oregon Department of Fish and Wildlife donates fish for dissection, Oregon State Parks waives some permit fees, Jackson County waivers of parking and use fees and the Jackson Soil and Water Conservation District through direct funding. The match reduces overall program costs and helps us leverage additional program funding. Grants funding helps provide contractors for module instruction, supplies for the program, and transportation funding support for local schools.

In addition to the field classes, other activities conducted include recruiting schools and instructors through emails and personal contacts, program advertising and marketing, updating and completing program surveys, coordinating logistics for the program (schools, sites, programs, and instructors), obtaining permits for site use at State Parks (Tou Velle and Valley of the Rogue), managing contracts for instructors, providing reimbursements for program expenses, maintaining and stocking kits, presenting the program to schools, and other logistics. The Salmon Watch program page and resources are housed on the Stream Smart page.

https://www.stream-smart.com/our-work/programs-and-projects/rogue-basin-salmon-watch/

https://www.stream-smart.com/virtual-resources/

Fall 2024 Program Summary

In the Fall of 2024, the Rogue Valley Council of Governments, working on behalf of the NPDES Phase II Stormwater Communities (Ashland, Central Point, Jackson County, Medford, Phoenix, and Talent), Rogue Valley Sewer Services (RVSS), and local water quality programs (TMDLs – including Grants Pass, Josephine County, Phoenix, Talent, and Jacksonville) partnered with the Jackson Soil and Water Conservation District (JSWCD), Bear Creek Watershed Education Partners (BCWEP), the Rogue River Watershed Council, and others to implement the Rogue Basin Salmon Watch Program. Classes were conducted primarily in September, October, and early November (week ending November 8th) of 2024. We also held a special session in

December 2024 in partnership with a class from LOGOS Public Charter School who participated in the Oregon Department of Fish and Wildlife (ODFW) Eggs to Fry program and released fry as part of the Salmon module into the Rogue River. Overall, 24 field days were conducted with 24 schools and 1,198 students. Classes represented schools from the Bear Creek Valley, greater Jackson County, and Grants Pass/Josephine County.

In addition, 17 organizations, agencies, and municipalities donated their time to the program and provided in-kind match to the program. The match reduces program costs and allows us to leverage grant funding for the program. Details on the class dates, field locations, schools involved, number of students, and other information (e.g., volunteer instructors) can be found in the Table 1.

The Rogue Basin Salmon Watch Program received financial support from JSWCD, in addition to the Bear Creek DMAs and MS4s, Josephine County, and the City of Grants Pass. We continued our partnership with the Army Corps of Engineers operating under the MOU established for the program to host out of McGregor Park near Trail. In addition, we continued to work with Oregon State Parks and Jackson County to waive some fees for park use (TouVelle and Cantrall-Buckley). ODFW has also continued to provide fish for the dissection module.
In addition to the field classes, there are several other program activities that are conducted to implement the program. Activities include an instructor training held on September 5th and 6th for both contracted educators and volunteer instructors, recruiting schools and instructors through emails, personal contacts, and at events, advertising the program, completing before and after program surveys, providing in-school presentations, coordinating logistics for the program (schools, sites, programs, and instructors), obtaining permits for site use at state parks (TouVelle), managing contracts for instructors, providing reimbursements for program expenses (transportation, parking fees, and program equipment and supplies), maintaining and stocking kits, and other logistics.

Spring 2025 Program Summary

We held an additional 10 field days in the spring of 2024 with four classes from Talent Middle School and 10 classes from Scenic Middle School reaching 350 students. Instructors for the program included RVCOG, RVSS, BCWEP, PPRV, STPW, CP

Salmon Watch Field Day

For most classes, the format is the same in terms of timing, modules, and other logistics. There are exceptions for classes that make special arrangements (e.g., Scenic Middle School).
Salmon Watch field days are scheduled for around 4 hours (time of classes on-site) at field locations spread throughout Bear Creek and the Middle Rogue Watershed. Field sites include (although not all are used every year) Cantrall-Buckley County Park, Fish Hatchery Park, Griffin Creek at Scenic Middle School, McGregor Park, Palmerton Park, Reinhart Volunteer Park, TouVelle State Recreation Site, Valley of the Rogue State Park, and numerous sites along Bear Creek (Bear Creek Park, Blue Heron Park, Cascade Christian High School, Coyote Trails Nature Center, Lynn Newbry Park, and North Mountain Park).

The “classic” four module model is used from the Salmon Watch Curriculum for the programs. Instructors are assigned stations to discuss Salmon Biology/Salmon Life Cycle (station 1), Water Quality (station 2), Macroinvertebrates (station 3), and Riparian Areas (station 4). Each station also has activities for students, including salmon viewing (when spawning), salmon dissection, water quality testing, macroinvertebrate sampling, native plant identification, drawing riparian cross-sections and longitudinal profiles, scavenger hunts, and shade surveys. Classes are divided into 4 groups and rotate through the stations at approximately 35 minutes, allowing every student to participate in each of the four stations. Examples of completed activity forms are included in Appendix A and an example schedule is presented below:

Schedule

9:30-9:50	Opening Circle (Lead Instructor)
9:55-10:30	Rotation 1
10:35-11:10	Rotation 2
11:15-11:50	Lunch
11:55-12:30	Rotation 3
12:35-1:10	Rotation 4
1:15 - 1:30	Wrap-Up and Closing Circle (Lead Instructor)

There are a few exceptions to the field day, most notably at Scenic Middle School. Due to the size of the class, the program is structured over 8 days where one module (e.g., Salmon) is taught to all 5 of the 8th grade periods for the class. In addition, for smaller classes (30 students or less), we have adjusted the schedule to use only 3 instructors teaching the four sessions. One session (usually riparian) is either shared amongst the instructors or taught once by each instructor onsite.

Field Day Statistics

Table 1 summarizes all of the Salmon Watch classes completed in the Fall of 2024. Information on the dates, field locations, schools/districts, grade levels, number of students, and contributing partner organizations (volunteer instructors) are included in the table.

Table 1: Fall 2024 Salmon Watch Field Trip Information

Class Number (Field Days)	Date	Location	School	Grade	Number of Students	Partners (organizations providing match instructor time)
1	9/19/2024	McGregor Park (MG)	Ruch Outdoor School	5th/8th	55	RR, RRWC, SOFRC, SOWT
2	9/20/2024	MG	Roosevelt Elementary	5th	50	RVCOG, RVSS
3	9/24/2024	MG	Bellview Elementary & homeschool group	1st – 8th	50	RRWC, RVSS, and TCMSO
4	9/26/2024	MG	Griffin Creek Elementary	4th	33	BCWEP, SOFRC
5	9/27/2024	MG	Talent Elementary	4th/5th	46	NMP, RVCOG, SOLC
6	9/30/2024	MG	Bellview Elementary	2nd/5th	80	ODFW, RVCOG
7	10/1/2024	MG	Talent Elementary & Pinehurst	2nd – 6th	39	RVSS
8	10/3/2024	MG	Butte Falls Charter & Helman Elementary	3rd /5th	54	BCWEP, MWC, RVSS
9	10/4/2024	MG	Kennedy Elementary	4th	55	AFR, BCWEP
10	10/8/2024	TouVelle (TV)	Williams Elementary & St. Mary's School	4th/5th & 11th/12th	25	RVCOG, RVSS
11	10/10/2024	TV	Walker Elementary	4th	43	RVCOG, RVSS
12	10/11/2024	TV	Shady Cove	2nd/3rd	42	MWC, SOLC, TCMSO
13	10/15/2024	TV	TRAILS Outdoor School	3rd/4th & 4th/5th	50	RVSS, SOFRC
14	10/17/2024	TV	Orchard Hill Elementary	3rd	58	BCWEP, PPRV

15	10/18/2024	North Mountain Park (NMP)	Ashland High School	9th/10th	50	RRWC, RVSS
16	10/22/2024	Reinhart Volunteer Park (RVP)	Allen Dale Elementary	5th	75	BCWEP, RR, RVCOG, SOWT
17	10/24/2024	TV	Sams Valley Elementary	5th	54	BCWEP, RRWC, SOFRC
18	10/25/2024	TV	Medford Montessori	1st/2nd/3rd	44	MWC, ODFW, TFT
19	10/29/2024	NMP	Talent Elementary	3rd	50	BCWEP, NMP, PPRV
20	10/30/2024	Cantrall-Buckley (CB)	Teach Northwest & Envision Homeschool Support Group	3rd-8th	48	RRWC, SOFRC
21	10/31/2024	NMP	Oak Grove Elementary	4th	85	NMP, PPRV, RRK
22	11/1/2024	NMP	Griffin Creek Elementary	4th	52	NMP, RRWC, RVCOG, RVSS
23	11/4/2024	Cascade Christian (CC)	Cascade Christian Middle School	6th-8th	60	CC, RRWC, RVCOG, RVSS
24	12/19/2024	TV	LOGOS Public Charter		30	NMP, ODFW, SOLC

Fall 2025 Classes

25	5/8/2025	Blue Heron Park	Talent Middle School (TMS)		50	RVCOG, PPRV, STPW, ODFW, Volunteer
26	5/9/2025	Blue Heron Park	Talent Middle School (TMS)		50	RVSS, PPRV, STPW, RRWC, Volunteer
27	5/19/2025	Scenic Middle School (SMS)	Scenic Middle School (SMS)		125	RVCOG
28	5/19/2025	Scenic Middle School (SMS)	Scenic Middle School (SMS)		125	BCWEP
29	5/20/2025	Scenic Middle School (SMS)	Scenic Middle School (SMS)		*	RVCOG

30	5/20/2025	Scenic Middle School (SMS)	Scenic Middle School (SMS)		*	BCWEP
31	5/22/2025	Scenic Middle School (SMS)	Scenic Middle School (SMS)		*	RVSS
32	5/22/2025	Scenic Middle School (SMS)	Scenic Middle School (SMS)		*	CP
33	5/23/2025	Scenic Middle School (SMS)	Scenic Middle School (SMS)		*	RVSS
34	5/23/2025	Scenic Middle School (SMS)	Scenic Middle School (SMS)		*	CP

**250 Students attended overall from the 7th Grade Science classes.*

Color Legend

MS4 or DMA
All. Regional Enrollment.
Medford
Phoenix/Talent
Central Point
Ashland
Josephine County/Grants Pass
Other Schools – Jackson County

Table 2: Key to Instructional Partners and Project Supporters

Abbreviation	Organization Name	Support Detail
AFR	Ashland Forest Resiliency	Module Instruction
BCWEP*	Bear Creek Watershed Education Partners (*Volunteers – Former Board Members)	Module Instruction
BLM	U.S. Dept. of Interior, Bureau of Land Management	Module Instruction, Training Video Production, Program Site (Provolt)
CC	Cascade Christian Middle/High School	Site Access/Facility Use, Module Instruction
CP	City of Central Point	Module Instruction
GH	Gold Hill	Module Instruction
JC	Jackson County	Site Access, Fee Waivers (Cantrall-Buckley), Module Instruction
MWC	Medford Water Commission	Module Instruction
NMP	North Mountain Park	Site Access/Facility Use, Module Instruction

ODFW	Oregon Dept. of Fish & Wildlife	Module Instruction, Supplies, Fish Carcasses
OSP	Oregon State Parks	Fee Waivers
PPRV	Pollinator Project Rogue Valley	Module Instruction
RBP	Rogue Basin Partnership	Module Instruction
RR	City of Rogue River	Module Instruction
RRK	Rogue Riverkeeper	Module Instruction
RRWC	Rogue River Watershed Council	Module Instruction
RVCOG	Rogue Valley Council of Governments	Module Instruction, Coordination, Administration
RVSS	Rogue Valley Sewer Services	Module Instruction, Coordination
SOFRC	Southern Oregon Forest Restoration Collaborative	Module Instruction
SOLC	Southern Oregon Land Conservancy	Module Instruction
SOWT	Southern Oregon Water Technology	Module Instruction
TCMSO	The Children's Museum of Southern Oregon	Module Instruction
TFT	The Freshwater Trust	Module Instruction
USACE	Army Corps of Engineers	Site Access/Facility Use, Hand Washing Stations, Fee Waivers
USFS	U.S. Forest Service	Module Instruction

Next Steps and Recommended Program Changes

- Continue to refine the program training materials. Add a suggested "how-to" to teach each module to help with time management and transition of the stations.
- Add in hands on activities options for several of the stations for program use and for events (e.g., life cycle figurines, salmon game) for options for the instructors based on grade levels, instructor experience, and school requests/.
- Continue to host a pre-season "open house" and post season wrap-up as part of the training featuring new materials, modules, and other changes to the program.
- Review and update the survey questions annually.
- Continue to work with municipal separate storm sewer systems (MS4), designated management agencies (DMA), Jackson SWCD, Stream Smart, and other partners to continue the program.
- Work with local, regional, and statewide programs to continue to expand the program. Expansion would be additional programs offered (number), new field locations, and modules (Fire Ecology – SOFRC), Stormwater (NMP), and Cultural/Native American History (NMP).
- Continue to add programs later in the season and in the spring as time and resources allow. Timing is to allow better coordination with ODFW's in-class fish program where schools grow salmon from eggs and release them later in the year. We moved Scenic Middle School to the fall to accommodate the school schedule.

- Continue to expand the program by adding back in service learning programs and bringing back the Student Education Symposium if possible (phasing programs back in).
- Use survey results to refine the program teaching points as needed when data is available.
- Continue to highlight the program as an important regional Stream Smart program.
- Establish geocaches at field site locations.
- Host a family day for the program similar to the Kids and Bugs program from the mid 2000's. We are working on a program at North Mountain Park in October of 2025.

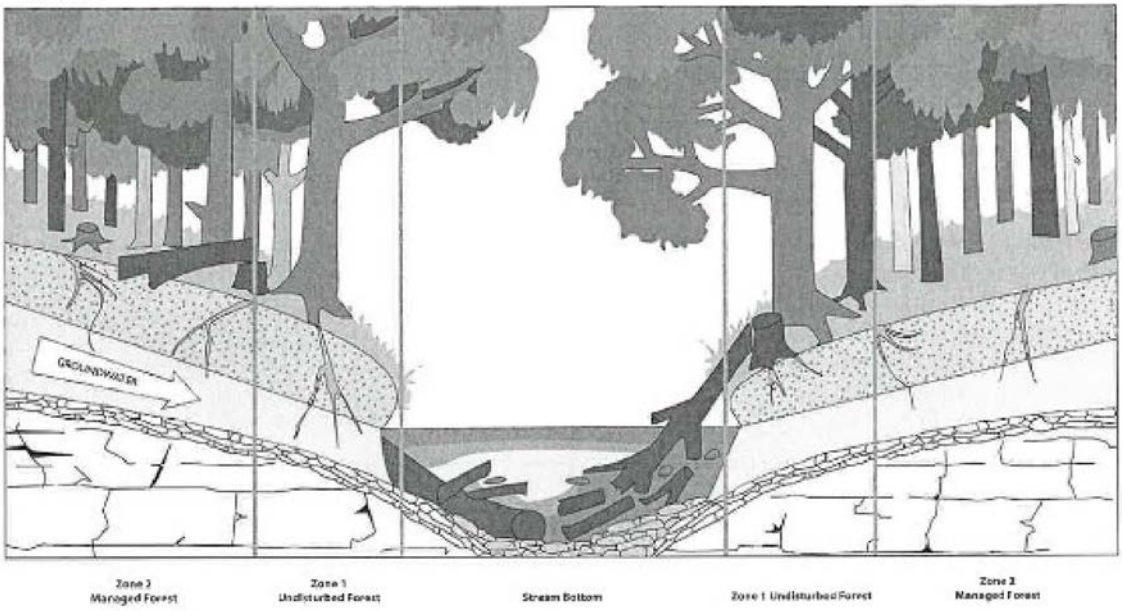
Program Photos

Data Sheet/Activity Examples

RIPARIAN AREA PROFILE DATA FORM

Directions: Pick a place along the stream that you particularly like. Draw a profile (cross-section, see **Figure 2**) of this place. Include the near bank, stream, and opposite bank in your drawing. If you aren't sure how to do this, ask your adult group leader. Show the water level in your drawing. Now, draw in features of the riparian zone that you think are important to salmon.

Figure 2



Salmon Watch Wrap-Up for Fall 2024

Rogue Basin Salmon Watch Program Summary – Fall 2024

Another Successful Year in the Books!

In collaboration with partners and volunteers, we were able to provide 7 weeks of field trips, bringing students outdoors to learn about their local watersheds. Thanks to funding from the Jackson Soil & Water Conservation District and contributions from the water quality programs of local cities (Ashland, Central Point, Grants Pass, Jacksonville, Medford, Phoenix, and Talent) and counties (Jackson and Josephine), as well as seventeen additional partner organizations, we were able to provide no-cost field trips to students primarily in grades 3rd-8th from twenty-four different schools in the Rogue Basin. In addition, we taught mixed (1st through 5th) and AP high school classes. Collaboration and partnership make it happen!

# of students served: 1,198
# of schools participating: 24
# of individual instructors contributing: 35

Coordinating agencies:

Thank you, Salmon Watch Partners!

And Salmon Watch Sustainers!

Outreach Materials Distribution including brochures

Brochure distribution and other materials (e.g., stickers) continued at events, volunteer activities, the Traveling Road Shows, front counters, meetings, and other areas. An estimated 1,165 brochures and other materials were given out during the year including at events (Earth Day). Brochure provided included the Stream Smart Post Card Series in English and Spanish, the Stormwater Brochure, Salmon Watch Stickers, Stream Smart Stickers, and RAIN Stickers. Many events are going zero waste, so we are moving towards QR codes for many of our brochures and providing links to those interested. We will continue to distribute brochures and track the brochures through QR codes.

Events and Activity Summary

Date	***Event***	***Description***	***Number of People***
7/2/2024	Salmon Watch Traveling Roadshow - Ashland	Presented the Salmon Watch Program as part of the Jackson County Library Summer Education series as a 1 hour workshop.	31
7/20/2024	Salmon Watch Traveling Roadshow - Central Point	Presented the Salmon Watch Program as part of the Jackson County Library Summer Education series as a 1 hour workshop.	4
7/20/2024	Salmon Watch Traveling Roadshow- Ruch	Presented the Salmon Watch Program as part of the Jackson County Library Summer Education series as a 1 hour workshop.	2
7/23/2024	Salmon Watch Traveling Roadshow - Gold Hill	Presented the Salmon Watch Program as part of the Jackson County Library Summer Education series as a 1 hour workshop.	4
7/25/2024	Salmon Watch Traveling Roadshow - Shady Cove	Presented the Salmon Watch Program as part of the Jackson County Library Summer Education series as a 1 hour workshop.	9
8/8/2024	Salmon Watch Traveling Roadshow - Medford	Presented the Salmon Watch Program as part of the Jackson County Library Summer Education series as a 1 hour workshop.	14
8/13/2024	Salmon Watch Traveling Roadshow - Butte Falls	Presented the Salmon Watch Program as part of the Jackson County Library Summer Education series as a 1 hour workshop.	8
8/15/2024	Salmon Watch Traveling Roadshow - White City	Presented the Salmon Watch Program as part of the Jackson County Library Summer Education series as a 1 hour workshop.	5
8/15/2024	Salmon Watch Traveling Roadshow - Eagle Point	Presented the Salmon Watch Program as part of the Jackson County Library Summer Education series as a 1 hour workshop.	5
8/15/2024	Salmon Watch Traveling Roadshow - Applegate	Presented the Salmon Watch Program as part of the Jackson County Library Summer Education series as a 1 hour workshop.	5

10/5/2024	Bear Creek Salmon Festival	Staffed a booth at the annual event celebrating the return of the salmon to Bear Creek. Our booth featured Salmon and Salmon Watch including the stormwater pollutants activity, macroinvertebrate collection, and other activities.	297
4/4/2025	Presentation at the Medford CO-OP	Staffed a booth at Medford CO-OP as part of their positive change program. The booth featured the Stream Smart Program and all of its activities.	25
4/19/2025	Earth Day at Blue Heron Park	Staffed a booth featuring Stream Smart, Salmon Watch, the Stormwater pollutants, and other activities.	70
Totals			*479*

Working with local schools

The Regional Phase II program promotes, coordinates, creates, updates, and maintains materials, and equipment to lend to schools including education kits, microscopes, and other resources. In addition, the program also works with schools directly for presentations, and with partners and programs that provide programs with schools. We had 6 programs (not including the Fall Salmon Watch field days) reaching 133 participants.

September through November 2024	Varies	All Salmon Watch Kits. Used to implement the Salmon Watch Program.	Detailed in Salmon Watch section and Salmon Watch report (1,578 participants)
11/12/2024	Medford Innovation Academy	Conducted an education program with Medford Innovation Academy which included a morning and afternoon presentation on water quality including stormwater and restoration/improvement activities for water quality. The presentation was followed by a light work day in Bear Creek Park	40
Spring and Fall	CTE Board meetings with Crater Renaissance Academy (CRA)	Provide support on equipment needed to train students for future careers in natural resources.	25
December 24 – January 25	OSU Extension – Student Watershed Assessment Team (SWAT)	Loaned Macro and Water Quality Kits, provided survey 1-2-3 forms, and maps for the SWAT to monitoring water quality and riparian conditions at the Penninger Fire site and Blue Heron Park.	20
January 25-May 25	Crater High School Internship Program	Worked with interns from Crater High School on restoration and volunteer activities on the Stream-Smart Adopt-A-River Program	2

February 2025-May 2025	Cascade Christian High/Sparrow Club	Worked with an intern from Cascade Christian/Sparrow Club on water quality related projects.	1
2/27/2025	Eco-Explorers Workshop	Participated in a workshop with educators from local schools in developing projects and partnerships including Salmon Watch and Stream Smart Volunteer projects.	45

Totals *133*

PUBLIC INVOLVEMENT & PARTICIPATION (PI/PP)

Description

The PI/PP program provides opportunities for the public to participate in the development of the SWMP control measures. Table 3 shows PI/PP activities that meet the general permit requirements. Activity details for the implementation year are below the table.

Table 3: Public Involvement & Participation Activities

Activity	Regional Activity	Current Activity	New Activity/ Materials	Audience(s)			Permit Year				
				Public, Homeowners, HOA's, Schools, Businesses (Target Audience #1)	Local Elected Officials, Land Use Planners, Engineers (Target Audience #2)	Construction Site Operators (Target Audience #3)	1	2	3	4	5
Public involvement & participation in development of SWMP											
Public will be invited to meetings (as appropriate) including quarterly SWAT meetings	X	X		X	X	X					
Hold workshops, Council work sessions, open houses, and/or other meetings to provide an opportunity for the public input, comment, and participation in the SWMP Development.	X		X	X	X						
Website											
Stream Smart	X	X		X	X	X					
RVCOG	X	X		X	X						
MS4s - SWMP, permit holders SWMP implementation, contact information, illicit discharge complaints and reports		X		X							
Stewardship Opportunities (Outreach Goal – 1,000+ participants per year)											
Adopt A River/Creek Clean-ups	X	X		X	X						
Salmon Watch	X	X		X	X						
Volunteer Planting Events/Riparian restoration	X	X		X							

DRAFT

Add new and/or replace worn/missing storm drain markers with volunteers	x		x	x							
LID/GI facility maintenance and training on proper maintenance/enhancement with volunteers	x	x		x				x		x	
Other volunteer activity	x	x	x	x	x						

Shading indicates when activity taking place.

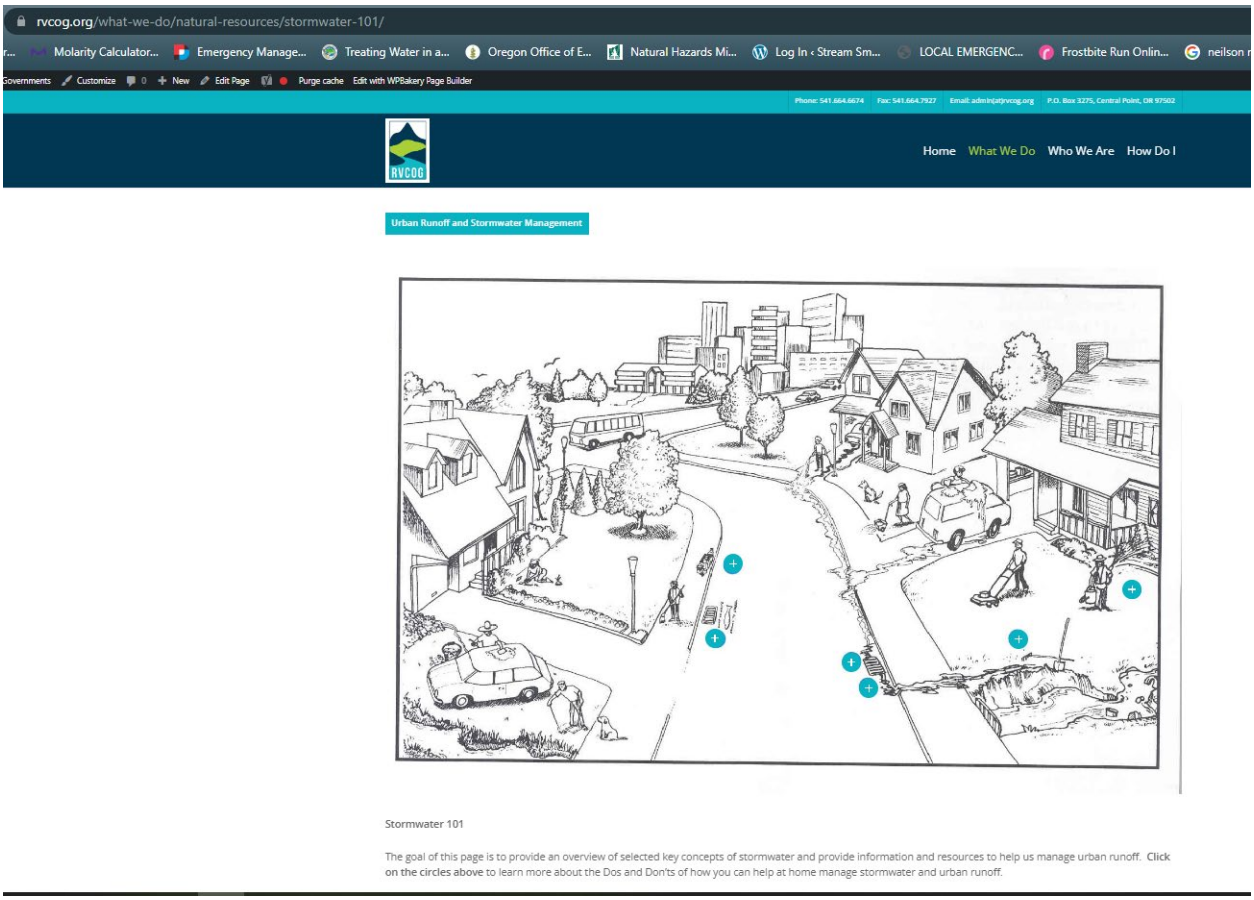
SWAT Meetings

Quarterly SWAT meetings were held in July, October, January, and April. Updates on the PE/PO and PI/PP programs were provided at all 4 meetings by the Rogue Valley Council of Governments. Reports were presented in person and included as part of the meeting minutes. Copies of the reports are available online on the TMDL pages or Stormwater pages on the RVCOG website and included as an appendix to this report.

Websites

Updated the stormwater material on the RVCOG website and stormwater related pages.

- Stormwater 101 - http://rvcog.org/what-we-do/natural-resources/stormwater-101/



This website is the main overview page for MS4 related content on the RVCOG website. It has general information on stormwater, the six minimum control measures, and links to most of the programs active brochures including the Stream Smart Pledge Cards, Yard Care, Concrete, Paint, and the older version of the Erosion Brochure. The page also contains links to resources, the regional design manual (http://rvcog.org/what-we-do/natural-resources/stormwater-101/rogue-valley-stormwater-quality-design-manual/) and using the car wash kit (http://rvcog.org/what-we-do/natural-resources/stormwater-101/car-wash-kits/)

Updates and work on the Stream Smart website were covered previously. Direct information related to stormwater can be found at https://www.stream-smart.com/our-work/programs-and-projects/urban-runoff-stormwater-management/ . In addition, copies of stormwater brochures are available on the resources page (https://www.stream-smart.com/our-work/resources/).

Bear Creek Clean-ups

Annual creek clean ups are conducted as part of the MS4 Public Involvement and Participation programs in partnership with other programs. Clean-ups are scheduled twice a year in April and September. A summary of the Clean-ups through April 2025 and examples of outreach material and advertising is presented below. 330 volunteers participated in the two events.

Bear Creek Stewardship Day: April 19th, 2025

The Bear Creek Stewards is a collaboration of individuals and organizations that promote a thriving Bear Creek Greenway corridor through the convergence of art, environmental stewardship, and recreation. Since 2015, the group has organized a Bear Creek Stewardship Day clean-up every April and September, with the exceptions of the April 2020 event (which was canceled due to COVID-19) and the September 2020 event (which was canceled due to the Almeda Fire).

The Bear Creek Stewards hosted a Stewardship Day on April 19th, 2025 as part of the Stop Oregon Litter and Vandalism (SOLVE)-sponsored spring clean-up. We want to thank the 245 volunteers that removed over 3,500 pounds of trash and 1300 square feet of Himalayan Blackberry, Yellow Star Thistle, and other invasive weeds during the event.

While SOLVE is the state-wide sponsor, we had several local donors for the event including The Gordon Elwood Foundation, Medford Food Co-op, and Rogue Disposal. The event ran from 9:00 am – 12:00 pm and had 8 check-in locations scheduled along or near Bear Creek from Central Point to Ashland.

1. Pine Street, Central Point (City of Central Point, Rogue Valley Council of Governments, and Stream Smart: A Rogue Basin Clean Water Project)
2. McAndrews Road, Medford (Rogue Riverkeeper)

3. Hawthorne Park, Medford (City of Medford)
4. Alba Dr., Medford (Medford Food Co-op)
5. Coyote Trails Nature Center, Medford (Rogue River Watershed Council)
6. Blue Heron Park, Phoenix (Save The Phoenix Wetlands and Southern Oregon Monarch Advocates)
7. Lynn Newbry Park, Talent (City of Talent and Rogue Valley Sewer Services)
8. Wranglers Arena, North Ashland (Southern Oregon Geocaching)

Since 2015, the Bear Creek Stewards have removed 84,842 pounds of trash from the Bear Creek corridor. This would not have been possible without the tireless effort of volunteers. For more information about the Bear Creek Stewards, visit: Bear Creek Clean-Ups (Bear Creek Stewards) – Stream Smart.

	April 2025 Clean-Up Event Registration					
Location/Date:	**Attended**	**Adults**	**Minors**	**Pounds of Trash**	**Pounds of Recycling**	**Invasive Species Removed (square feet)**
Pine Street	43	35	8	1,000	0	0
McAndrews Road	25	15	10	335	2	0
Hawthorne Park	36	29	7	850	0	0
Alba Drive	36	36	0	575	0	0
Coyote Trails Nature Center	23	16	7	105	0	18
Blue Heron Park	52	41	11	110	13	1200
Lynn Newbry Park	13	9	4	150	0	80
Wranglers Arena	17	15	2	500	0	0
Total	**245**	**186**	**49**	**3,625**	**15**	**1300**

Our efforts in April 2025 resulted in nearly 250 participants removing almost 2 tons of trash and 1300 square feet of invasive weeds from approximately 10 miles of the Bear Creek Greenway corridor. Not only do these tasks lead to a more aesthetically pleasing Bear Creek Greenway, but also the potential for water quality improvements, an increase in biodiversity due to invasive species removal and native plantings, and a bolstered sense of environmental stewardship.

Summary of Clean-Up Efforts: April 2015 – April 2025

Date	Participants	Check-In Locations	Miles Cleaned Up	Pounds of Trash	Other Tasks	Location
April 2015	81	1	1	2,000		Medford
September 2015	32	2	2	1,200		Medford
April 2016	101	3	3	1,500		Medford
September 2016	52	3	3	2,000		Medford
April 2017	118	5	5	4,800		Medford and Phoenix

September 2017	81	7	6.5	4,500		Central Point, Medford, Phoenix, and Talent
April 2018	191	8	7	5,100	0.25 acres of blackberry removed	Medford, Phoenix, Talent, and Ashland
September 2018	93	8	7	4,000	0.5 acres of blackberry removed	Medford, Phoenix, Talent, and Ashland
April 2019	232	9	8	5,600	1 acre of blackberry removed	Central Point, Medford, Phoenix, Talent, and Ashland
September 2019	167	11	10	3,345	Planted 420 plants and removed 10 cubic yards of blackberries	Central Point, Medford, Phoenix, Talent, and Ashland
April 2021	215	8	10	6,960	100 plants mulched, 480 lbs of dead juniper removed, over 1/3 acre of blackberries removed, and 500 lbs of metal recycled	Central Point, Medford, Phoenix, Talent, and Ashland
September 2021	173	9	10.5	7,605	Weeded, 1000 square feet of invasive plants removed, 20 plants mulched, removed dead pine branches and limbs, Trees	Central Point, Medford, Phoenix, Talent, and Ashland

					of Heaven (invasive species), and blackberry brambles and vines	
April 2022	180	9 scheduled *2 canceled	9	7,860	Pollinator garden planted and maintained, invasive plant removal, weeding, mulching, and graffiti removal	Central Point, Medford, Phoenix, Talent, and Ashland
September 2022++	118	8 scheduled *1 canceled	9	4,385	Pollinator garden weed removal, watering planted conifers, invasive plant removal, mulching, trash removal	Central Point, Medford, Phoenix, Talent, and Ashland
April 2023	191	9	10	8,987	Pollinator garden weed removal, watering planted conifers, invasive plant removal, mulching, trash removal	Central Point, Medford, Phoenix, Talent, and Ashland
September 2023	114	9	10	4,895	Pollinator garden weed removal, invasive plant removal,	Central Point, Medford, Phoenix, Talent, and Ashland

					mulching, trash removal	
April 2024	126	9	10	5,000	Invasive weeds removal and pollinator garden maintenance.	Central Point, Medford, Phoenix, Talent, and Ashland
September 2024	98	8	10	1,480	Invasive weeds removal and pollinator garden maintenance.	Central Point, Medford, Phoenix, Talent, and Ashland
April 2025	232	9	10	3,625	Invasive weeds removal and pollinator garden maintenance.	Central Point, Medford, Phoenix, Talent, and Ashland

Other Volunteer Activities

Nine volunteer events were completed in partnership with the Stream Smart Program, Activities (*78 participants)*

Date	***Activity***	***Number of Volunteers***
9/14/2024	Stream Smart Adopt-A-Street Clean-up	4
11/12/2024	Work day at Bear Creek Park with Medford Innovation Academy.	Numbers included in school count
1/7/2025	Provided logistical support, advertising, and equipment for a willow staking activity for Jackson Soil and Water Conservation District.	30
11/23/2024	RVP Trail Building with Boy Scouts	20
1/18/2025	Stream Smart Adopt-A-Street Clean-up	4
6/21/2025	Work Day with Scouts (RVP)	20

Miscellaneous Activity Summary

As part of the Phase II implementation programs, we update maps that track program activities, document hot spots, and conduct visual inspections of storm drains as part of the ongoing storm drain monitoring program conducted as part of the TMDL implementation program.

Implementation Maps

Base Map

https://rvcog.maps.arcgis.com/apps/mapviewer/index.html?webmap=adbb31b9ef8d4e8690bef7392edd1349

App (Interactive Base Map)

https://rvcog.maps.arcgis.com/apps/instant/nearby/index.html?appid=ab8b849b05b84baa99a831324f20006c

Storm Drain Visual Survey Form (form link only)

https://arcg.is/1TyLun

Link to Survey form with Results – Last survey completed on July 17th, 2024

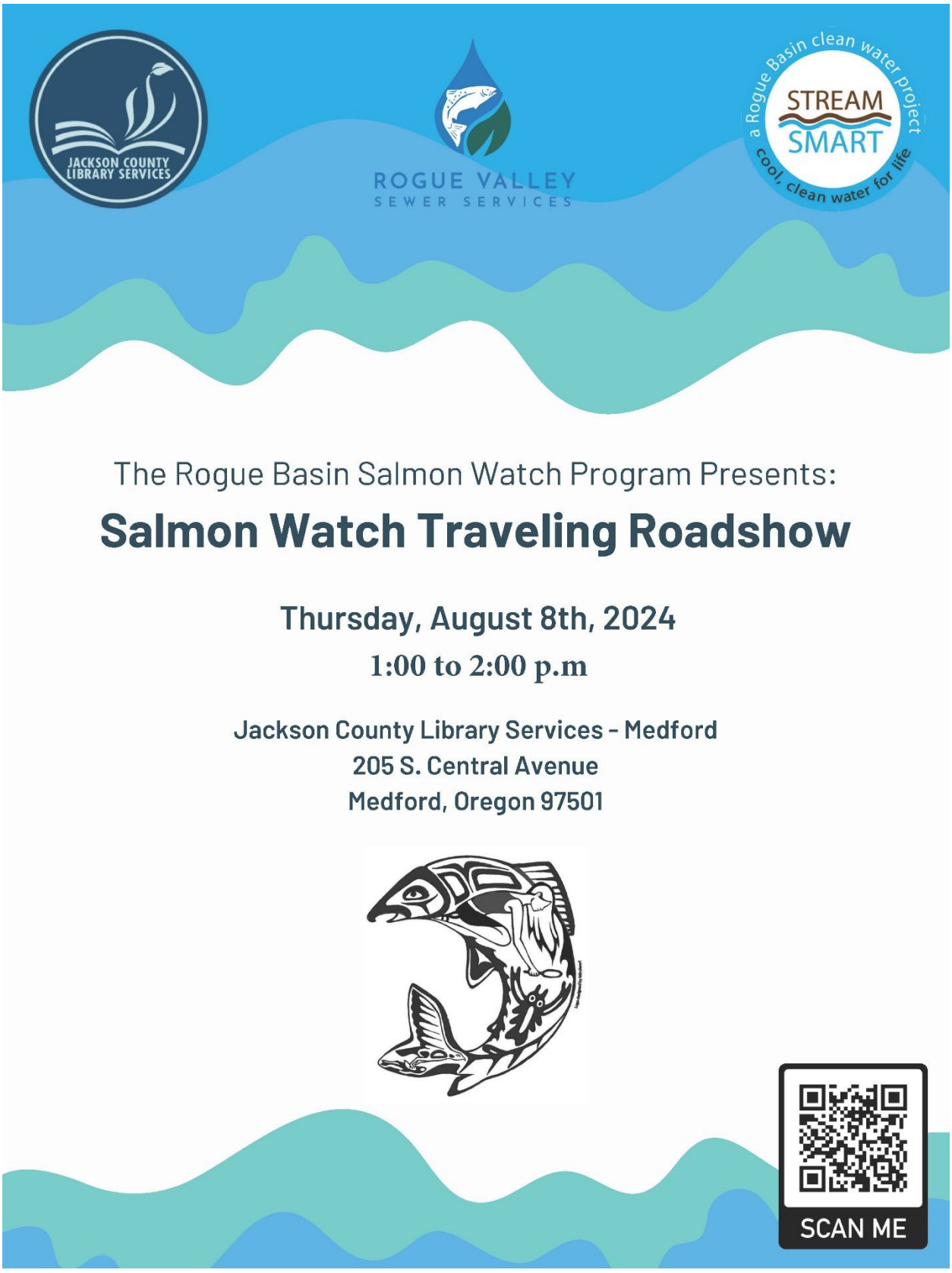
https://arcg.is/1LTSKW0

Agencies, Groups, sponsors, and funders that RVCOG worked with on stormwater and water quality issues and volunteering for program activities:

- Bear Creek Watershed Education Partners (a former 501c(3) organization, now just a volunteer organization)
- Oregon Department of Fish and Wildlife
- Oregon State Parks
- Regional Environmental Education Leaders (REEL)
- Freshwater Trust (TFT)
- Rogue River Watershed Council (RRWC)
- Cooperative Weed Management Areas (CWMAs) in Jackson and Josephine County
- Local schools – elementary, middle school, and high school, public and private
- Local Scouts (clean-ups)
- Southern Oregon Education Service District
- Jackson Soil and Water Conservation District (SWCD)
- Rogue Riverkeeper (RRK)
- Bureau of Land Management (BLM)
- U.S. Army Corps of Engineers (USACE)
- Medford Water Commission (MWC)
- Scenic Middle School (SMS)
- SOLVE
- Southern Oregon Land Conservancy (SOLC)
- Pollinator Project Rogue Valley (PPRV)
- Solid Waste Agency
- Republic Services
- Southern Oregon Forest Restoration Collaborative (SOFRC)
- Crater Renaissance Academy
- Applegate Partnership and Watershed Council
- Gordon Elwood Foundation
- Local communities (Ashland, Talent, Phoenix, Medford, Central Point, Jacksonville, Grants Pass, and Rogue River)
- Jackson and Josephine Counties
- Rogue Valley Sewer Services
- North Mountain Park
- Jackson County Libraries
- Local Geocachers
- Rogue Drinking Water Partnership
- Kid Time
- United States Forest Service
- Rogue Basin Partnership (RBP)
- Extreme Terrain
- Grants Pass Clinic
- Lithia Motors, Inc.
- Medford Food Co-op
- Phoenix-Talent School District
- Recology

- Rogue Disposal
- Starbucks
- Dutch Brothers
- Save the Phoenix Wetlands
- Rogue Aquatics Invasives Network (RAIN)

Attachments:


JACKSON COUNTY LIBRARY SERVICES
ROGUE VALLEY SEWER SERVICES
a Rogue Basin clean water project
STREAM SMART
cool, clean water for life
The Rogue Basin Salmon Watch Program Presents:
Salmon Watch Traveling Roadshow
Thursday, August 8th, 2024
1:00 to 2:00 p.m
Jackson County Library Services - Medford
205 S. Central Avenue
Medford, Oregon 97501
SCAN ME

APPENDIX B

Medford Municipal Code Sections Referenced in the SWMP

October 2025

4.1300 thru 4.1315 URBAN STORMWATER QUALITY MANAGEMENT AND ILLICIT DISCHARGE CONTROL Section 4.2

9.800 STORMWATER EROSION CONTROL - SWMP Section 5.1

10.481 IMPROVEMENT STANDARDS ADOPTED - SWMP Section 6.1

10.486 STORMWATER QUALITY AND DETENTION FACILITIES, PUBLIC STREETS - SWMP Section 6.1

10.729 STORMWATER QUALITY AND DETENTION FACILITIES, PRIVATE PROPERTY - SWMP Section 6.1

Urban Stormwater Quality Management and Illicit Discharge Control

4.1300 Introductory Provisions.

(1) *Purpose and Intent.* The purpose and intent of this article is to protect the health, safety, and general welfare of citizens, and protect the water quality of watercourses and waterbodies in a manner pursuant to and consistent with the Federal Clean Water Act (33 U.S.C. 1251 et seq., 86 Stat. 816, Pub. L. 92-500) by reducing pollutants in stormwater discharges to the maximum extent practicable. The objectives of this article are:

(a) To prohibit nonstormwater discharges or pollutants to the storm drainage system by any user;

(b) To prohibit illegal connections to the storm drainage system; and

(c) To establish legal authority to carry out all inspection, surveillance, monitoring, and enforcement procedures necessary to ensure compliance with this article.

(2) *Applicability.* This article shall apply to all areas contributing flow to the storm drainage system generated on any developed and undeveloped lands lying within the city limits of Medford or on property owned or leased by the City, even if outside the corporate limits of the City. This article shall apply to all residential, commercial, industrial, agricultural, recreational, and civic uses.

(3) *Compatibility With Other Regulations.* This article is not intended to modify or repeal any other article, ordinance, rule, regulation, or other provision of law. The requirements of this article are in addition to the requirements of any other article, ordinance, rule, regulation, or other provisions of laws and where any provision of this article imposes restrictions different from those imposed by any other article, ordinance, rule, regulation, or other provision of law, whichever restriction is more restrictive or imposes higher protective standards for human health or the environment shall control. Any remedies or penalties established in this article are intended to be cumulative and in addition to, not in place of, any other remedy or penalty imposed by any other article, ordinance, rule, regulation, or provision of law.

(4) *Severability.* The provisions of this article are hereby declared to be severable. If the provisions of any section, subsection, paragraph, subdivision, or clause of this article shall be adjudged invalid by a court of competent jurisdiction, such judgment shall not affect the other provisions or application of this article.

(5) *Responsibility for Administration.* The Public Works Director or their designee shall administer, implement, and enforce the provisions of this article.

(6) *Remedies Not Exclusive.* The remedies listed in this article are not exclusive of any other remedies available under applicable local, State or Federal law, and the City of Medford may seek cumulative remedies.

(7) *Ultimate Responsibility of Discharger.* The standards set forth herein and promulgated pursuant to this article are minimum standards; therefore, this article does not intend nor imply that compliance by any person will ensure that there will be no contamination, pollution, nor unauthorized discharge of pollutants into streams,

water courses and waters of the state or United States caused by said person. This article shall not create liability on the part of the City of Medford, or any agent or employee thereof for any damages that result from any discharger's reliance on this article or any administrative decision lawfully made thereunder.

[Added Sec. 3, Ord. No. 2024-120, Nov. 21, 2024.]

4.1301 Definitions.

"Best management practices (BMPs)" means procedures, practices, prohibition of practices, activities, maintenance procedures, and educational activities used to prevent or reduce the discharge of pollutants directly or indirectly to streams, water courses, and waters of the state or United States. BMPs include, but are not limited to, treatment requirements; operating and maintenance procedures; proper waste disposal; practices to control site runoff, spillage or leaks, and drainage of materials from storage; and the prohibition of specific activities, practices, and procedures.

"Construction activity" means ground disturbing activities whether or not a permit is required, or any ground-work activities that include, but are not limited to, clearing and grubbing, grading, excavating, demolition, and building. Ground disturbing activities include work on both developed and undeveloped sites.

"Gray water for nonpotable reuse within a building structure" means untreated household wastewater that has not come into contact with toilet waste. Gray water includes used water from bathtubs, showers, bathroom wash basins, and water from clothes washing machines and laundry tubs. It does not include waste water from kitchen sinks or dishwashers.

"Gray water for reuse outside a building structure" means shower and bath waste water, bathroom sink waste water, kitchen sink waste water and laundry waste water. Gray water does not include any toilet water or garbage wastes or waste water contaminated by soiled diapers.

"Hazardous materials" means any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, biological, chemical, or infectious characteristics may cause, or contribute to, a present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

"Illegal connection" means any of the following:

(a) Any drain or conveyance, whether on the surface or subsurface, which allows an illegal discharge to enter the groundwater or storm drainage system including, but not limited to, any conveyances which allow any nonstormwater discharge including sewage, process wastewater, and wash water to enter the storm drainage system; or

(b) Any connections to the storm drainage system from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by an authorized enforcement agency; or

(c) Any pipe, open channel, drain or conveyance connected to the storm drainage system which has not been documented in plans, maps, or equivalent records and approved by an authorized enforcement agency.

“Illicit discharge” means any direct or indirect nonstormwater discharge to the storm drainage system, except as exempted in Section 4.1302.

“Industrial activity” means any activity subject to National Pollutant Discharge Elimination System (NPDES) industrial permits as defined in 40 CFR, Section 122.26 (b)(14), or any activity of, relating to, or resulting from industry.

“Industrial waste” means any solid, liquid, or gaseous waste resulting from any industrial, manufacturing, trade, health service, educational institution, business, laboratory, research establishments or facility, or from the development, recovery, or processing of natural resources, any nondomestic waste, excluding domestic waste.

“Intentionally” means acting with a conscious objective to cause the result or engage in the conduct described.

“Knowingly” means acting with an awareness that the conduct of the person is of a nature described or that a circumstance so described exists.

“National Pollutant Discharge Elimination System (NPDES) Stormwater Permit” means a permit issued by the Oregon Department of Environmental Quality under authority delegated pursuant to 33 USC 1342.

“Negligently” means the failure to use reasonable care through one’s action or inaction. A person is negligent if they fail to act as an ordinarily prudent person would act under the circumstances.

“Nonstormwater discharge” means any discharge to the storm drainage system that contains pollutants and is not composed entirely of stormwater.

“Person” means, except to the extent exempted from this article, any individual, partnership, firm, association, joint venture, public or private corporation, trust, estate, commission, board, public or private institution, utility, cooperative, city, county, or other political subdivision of the State, any interstate body or other legal entity.

“Pollutant” means anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; non-hazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects and accumulations, so that same may cause or contribute to pollution; sediments; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; gray water; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; heat; and noxious or offensive matter of any kind.

“Pollution” means the contamination or other alteration of any water’s physical, chemical or biological properties by the addition of any constituent and includes, but is not limited to, a change in temperature, color, turbidity, taste or odor of such waters, or the discharge of any liquid, gaseous, solid, radioactive, or other substance into any such waters as will or is likely to create a nuisance or render such waters harmful, detrimental or injurious to the public health, safety, welfare or environment, or to domestic, commercial, industrial, agricultural, recreational or other legitimate beneficial uses, or to animals, birds, fish or other aquatic life.

"Premises" mean any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.

"Public Works Director" means the Director of the Public Works Department of the City of Medford, or their duly authorized designee.

"Responsible party" means the property owner or person authorized to act on the owner's behalf; or any person allowing, causing, or contributing to a violation of this article.

"Storm drainage system" means all public storm drainage facilities identified in Section 4.705(5) and waters of the State or United States.

"Stormwater facility" means a detention, retention, and or water quality facility installed to manage runoff from development as required by Section 10.486 or 10.729.

"Stormwater runoff or stormwater" means any surface flow, piped runoff, and drainage consisting entirely of water from any form of natural precipitation, and resulting from such precipitation.

"Unified Appeal Board" or "UAB" means the appeals body defined in Section 2.475.

"Waters of the State" means any and all perennial and intermittent streams, lakes, ponds, wetlands, and certain ditches as defined by the Oregon Department of State Lands.

[Added Sec. 4, Ord. No. 2024-120, Nov. 21, 2024.]

4.1302 Prohibition of Illicit Discharge.

No person shall discharge or cause to be discharged into the storm drainage system any pollutants or waters containing any pollutants.

(1) The commencement, conduct, or continuance of any discharge other than stormwater to the storm drainage system is prohibited except as described as follows:

(a) The following discharges are exempt from the prohibition provision above: flow from landscape irrigation or lawn watering; discharge from water line flushing or other potable water sources; uncontaminated discharge from a foundation drain, crawl space pump, or footing drain; discharge from individual residential car washing; discharge from charity car washing (provided only environmentally friendly soaps are used without heated water and only the outside of the vehicle is washed and not the engine or undercarriage); street and pavement wash water (provided detergents aren't used and hazardous materials aren't present); air conditioning condensation; drainage from a private residential swimming pool containing no harmful quantities of chlorine or other chemicals; discharge of uncontaminated storm water pumped from an excavation; fire hydrant flushing; flow from a diverted stream or natural spring; groundwater infiltration into the storm drain system; uncontaminated pumped groundwater or rising groundwater; dye testing; flow from potable water sources; irrigation water; routine external building wash-down (provided,

that chemicals, soaps, detergents, and heated water are not used); flow from a natural riparian habitat or wetland; and any other source not containing pollutants.

(b) Discharge specified in writing by the Public Works Director as being necessary to protect public health and safety.

(c) The prohibition shall not apply to any nonstormwater discharge permitted under an NPDES permit, waiver, or waste discharge order issued to the discharger and administered under the authority of the Federal Environmental Protection Agency; provided, that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations; and provided, that written approval has been granted by the Public Works Director for any discharge to the storm drainage system.

(d) The prohibition shall not apply to any uncontaminated surface discharge; provided, that written approval has been granted by the Public Works Director for any discharge to the storm drainage system.

(2) The Public Works Director may require best management practices to reduce pollutants and may prohibit a specific discharger from engaging in a specific activity identified in subsection (1) of this section if at any time the Public Works Director determines that the discharge is, was, or will be a significant source of pollution.

(3) Where a stormwater facility was installed with development and where an associated operations and maintenance plan was created with a recorded declaration of covenants for ongoing maintenance responsibility, noncompliance with the articles of that Declaration of Covenants is prohibited.

(4) Any action by any person that imperils permits granted by any other regulatory agency to the City of Medford, or causes a violation of the terms of a permit granted to the City of Medford by any other regulatory agency, is prohibited.

[Added Sec. 5, Ord. No. 2024-120, Nov. 21, 2024.]

4.1303 Prohibition of Illegal Connections.

The construction, connection, use, maintenance, or continued existence of any illegal connection to the storm drainage system is prohibited.

(1) This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.

(2) A person is considered to be in violation of this article if the person connects a line conveying sewage, gray water, or industrial waste to the storm drainage system, or allows such a connection to continue, including by owning property where such an illegal connection exists.

(3) Improper connections in violation of this article must be disconnected or redirected to an approved on-site wastewater management system or the sanitary sewer system upon approval of the Public Works Director.

[Added Sec. 6, Ord. No. 2024-120, Nov. 21, 2024.]

4.1304 Prohibitions Regarding Gray Water Reuse and Disposal Systems.

(1) The construction, installation, or operation of a gray water reuse and disposal system is prohibited except as described as follows:

(a) Gray water used outside a building structure under permit from the Oregon Department of Environmental Quality and installed in accordance with the applicable provisions and permit requirements of the Oregon Plumbing Specialty Code.

(b) Nonpotable use of gray water within a building structure installed in accordance with the applicable provisions and permit requirements of the Oregon Plumbing Specialty Code.

(2) Notwithstanding an Oregon Department of Environmental Quality permit and/or plumbing permit issued to allow the gray water reuse and disposal system, systems that cause odors, attract nuisance animals or insects (vectors), cause runoff of gray water onto neighboring properties or into the storm drainage system, or allow the possible contamination of the municipal water supply by backflow or back siphonage are prohibited.

[Added Sec. 7, Ord. No. 2024-120, Nov. 21, 2024.]

4.1305 Prohibitions Regarding Discharges in Violation of Industrial or Construction Activity Permit.

(1) Any person subject to an industrial or construction activity NPDES stormwater discharge permit and/or any City of Medford issued permits shall comply with all provisions of such permit(s). Proof of compliance with said permit(s) may be required in a form acceptable to the City of Medford prior to or as a condition of a site plan, building permit, or development or improvement plan; upon inspection of the facility; during any enforcement proceeding or action; or for any other reasonable cause.

(2) In addition to any other criminal or civil penalty for violation of any NPDES stormwater discharge permit and/or City of Medford issued permit, a person who knowingly violates such a permit and discharges into the storm drainage system has violated this article.

[Added Sec. 8, Ord. No. 2024-120, Nov. 21, 2024.]

4.1306 Right of Entry onto Premises.

The Public Works Director shall be permitted to enter and inspect the premises as often as may be necessary to determine compliance with this article.

(1) If such premises are occupied, City staff credentials will be presented to the property owner or other person having charge or control of the premises, and entry requested. If such premises are unoccupied, the Public Works Director may enter the property if immediate abatement is required, as described in Section 4.1315.

(2) The owner or operator shall allow the Public Works Director ready access to all parts of the premises for the purposes of inspecting, sampling, photographing, videotaping, and examining activities subject to this article.

(3) The Public Works Director shall have the right to set up on the premises such devices as are necessary in the opinion of the Public Works Director to conduct monitoring and/or sampling of flow discharges.

(4) Delays in allowing the Public Works Director access to the premises is a violation of this article.

(5) If the Public Works Director has been refused access to any part of the premises, or is otherwise unable to obtain or secure permission to enter upon the premises, then the Public Works Director shall have recourse to the remedies provided by Section 2.810 (General Search Warrants) to secure entry.

[Added Sec. 9, Ord. No. 2024-120, Nov. 21, 2024.]

4.1307 Sampling and Monitoring Requirements.

Whenever the Public Works Director determines that any person engaged in any activity and/or who owns or operates any facility that may be causing or contributing to stormwater pollution or illicit discharge to the storm drainage system, the Public Works Director may, by written notice as described in Section 4.1311, order that such a person undertake such monitoring activities and/or analyses and furnish such reports as the Public Works Director may deem necessary to demonstrate compliance with this article. The written notice shall set forth the basis for such order and shall describe the monitoring activities and/or analyses and reports required. The sampling and monitoring devices utilized shall be approved by the Public Works Director and maintained at all times in a safe and proper operating condition by the owner or operator at the owner or operator's own expense. All devices used to measure flow and quality shall be calibrated in accordance with the manufacturer's recommendations to an accuracy determined by the Public Works Director. The recipient of such order shall undertake and provide the monitoring, analyses, and reports within the time frames set forth in the order.

[Added Sec. 10, Ord. No. 2024-120, Nov. 21, 2024.]

4.1308 Response to Discovery of Discharges and Spills.

Notwithstanding other requirements of law, as soon as any person responsible for a facility, activity or operation, or responsible for emergency response for a facility, activity or operation has information of any known or suspected release of pollutants or nonstormwater discharges into the storm drainage system, said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release so as to minimize the effects of the discharge. Said person shall also take immediate steps to ensure no recurrence of the discharge or spill.

[Added Sec. 11, Ord. No. 2024-120, Nov. 21, 2024.]

4.1309 Notification of Discharges and Spills.

(1) In the event of a release of hazardous material, as soon as any owner, tenant, or resident, or any person responsible for a facility, activity or operation, or responsible for emergency response for a facility, activity or operation, has information of any known or suspected release of pollutants or nonstormwater discharges into the storm drainage system, said person shall immediately notify the Public Works Director by telephone. Notification shall include information on the location, date and time of occurrence, nature, characteristics, and quantity of the discharge.

(2) In the event of a release of non-hazardous material, said person shall notify the Public Works Engineering Department in person or by telephone or on the City website as soon as known but no later than the next business day. Notification shall include information on the location, date and time of occurrence, nature, characteristics, and quantity of the discharge.

(3) If the pollutant discharge emanates from a commercial or industrial establishment, in addition to the requirements outlined in subsection (1) of this section, notifications in person or by telephone shall be confirmed by written notice addressed and mailed to the Public Works Director within five business days of the telephone notice. Written notification shall include information on the location, date and time of occurrence, nature, characteristics, and quantity of the discharge, and a summary of the actions taken by the responsible party to prevent any recurrence of the discharge. Additionally, the owner or operator of such establishment shall retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years and provided to the Public Works Director upon request.

(4) Failure to provide notification as required by this section shall be a violation of this article.

[Added Sec. 12, Ord. No. 2024-120, Nov. 21, 2024.]

4.1310 Violations.

It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of this article. Any person who has violated or continues to violate the provisions of this article may be subject to enforcement actions outlined in the following provisions and/or may be subject to abatement and/or to any other remedy provided by law. All remedies, penalties, abatement actions or other enforcement measures from this article are cumulative and the choice of any one remedy, penalty, abatement action or enforcement action shall not foreclose any other remedy, penalty, abatement action or enforcement action allowed by this article or otherwise provided by law.

[Added Sec. 13, Ord. No. 2024-120, Nov. 21, 2024.]

4.1311 Notification of Violation.

Whenever the Public Works Director finds that a violation of this article has occurred, the Public Works Director may issue a written notice of violation to the responsible party.

(1) The notice of violation shall contain:

(a) The name and address of the alleged violator;

(b) The address when available or a description of the building, structure or land upon which the violation is occurring or has occurred;

(c) A statement specifying the nature of the violation, referencing specific section(s) of this article;

(d) A statement of the abatement requirements, deadline for compliance, and requirement to obtain any necessary Federal, State, and local permits;

(e) A statement of the amount of civil penalty or penalties that are being assessed against, or compensatory action(s) being required of, the person to whom the notice of violation is directed; and

(f) A statement that the determination of violation and/or civil penalty may be appealed to the Hearings Officer by filing a written notice of appeal within 10 calendar days of service of the violation, as provided under Section 4.1313.

(2) Such notice may require without limitation:

(a) The elimination of illicit discharges and illegal connections;

(b) The performance of monitoring, analysis and reporting;

(c) The abatement of stormwater pollution and the restoration of any affected property;

(d) The implementation of source control or treatment best management practices (BMPs); and

(e) A requirement that the responsible party pay costs to cover City of Medford administrative, abatement and remediation expenses.

(3) If abatement of a violation and/or restoration of affected property is required, the notice shall set forth a deadline within which such remediation or restoration must be completed. Said notice shall further advise that, should the responsible party fail to remediate or restore within the established deadline, the work will be done by the Public Works Department or a contractor designated by the Public Works Director and the expense thereof shall be charged to the responsible party, pursuant to Sections 5.520 through 5.535.

[Added Sec. 14, Ord. No. 2024-120, Nov. 21, 2024.]

4.1312 Civil Penalty and Alternative Compensatory Actions.

(1) The Public Works Director may impose a civil penalty in the form of a fine not less than $100.00 nor more than $20,000 for violation of this article. The Public Works Director may determine that the fine shall be incurred for each calendar day that a violation occurs or continues.

(2) In determining the amount of civil penalty and/or compensatory action imposed, the Director shall consider the following factors:

(a) Degree of potential and/or actual damages incurred by the City or third parties due to the violation;

(b) Degree of cooperation from responsible parties in complying with all requirements of this article;

(c) Degree of intentional, knowing, and/or negligent violation of this article; and/or

(d) History of violations of this article by the responsible party.

(3) Any imposition of a civil penalty may be appealed under the terms of Section 4.1313.

(4) Appeal of a violation or appeal of imposition of civil penalty shall not reduce or stay the number of days that a violation continues unabated during the time of the appeal.

(5) In lieu of or in addition to penalties, the Public Works Director may require alternative compensatory action(s) from the violator such as creating a pollution prevention (or waste disposal) plan, participating in pollution prevention public education efforts, attending pollution prevention workshops, attending trainings, and/or participating in stream restoration projects. Failure to perform a required alternative compensatory action shall be a violation of this article.

(6) Repeated violations, or extended nonpayment of civil penalties, may result in revocation of the violator's business license pursuant to Section 8.032.

[Added Sec. 15, Ord. No. 2024-120, Nov. 21, 2024.]

4.1313 Appeal of Notice of Violation.

(1) Any person receiving a notice of violation under this article may appeal the determination of the Public Works Director to the Unified Appeal Board (UAB). As set forth in Section 2.481, an appeal must be filed in writing with the City Recorder within 10 calendar days from the date on the notice of violation and include the following:

(a) Name of person filing the appeal.

(b) Copy of the notice of violation.

(c) Copy of the section(s) of this article which are being appealed.

(d) A complete explanation of the appeal.

(e) What is requested of the UAB.

(2) A hearing on the appeal before the UAB shall take place within 60 calendar days of the date of receipt of the notice of appeal.

(3) The decision of the UAB is final. Nothing in this section restricts remedies available under ORS Chapter 34, if applicable.

[Added Sec. 16, Ord. No. 2024-120, Nov. 21, 2024.]

4.1314 Abatement Measures.

In addition to any other remedies, the Public Works Director may enforce this chapter by abatement proceedings; stop work order; verbal order followed by written notice of violation within one business day; civil action or as otherwise authorized by law. If the violation has not been corrected pursuant to the requirement set forth in the notice of violation, or, in the event of an appeal, within 10 calendar days of the decision of the UAB upholding the decision of the Public Works Director, then the Public Works Director or a contractor designated by the Public Works Director is authorized to take any and all measures necessary to abate the violation and/or restore the property at the expense of the responsible party as set forth in Sections 5.520 through 5.535.

[Added Sec. 17, Ord. No. 2024-120, Nov. 21, 2024.]

4.1315 Summary Abatement.

(1) Notwithstanding other provisions of this code, whenever, in the judgment of the Public Works Director, there is reasonable cause to believe that a clear and immediate danger to the public health, welfare, or safety or to the environment exists from the public nuisance, the Public Works Director without hearing or prior notice may cause the summary abatement of such public nuisance.

(2) The property owner will be notified in writing of any abatement measures taken or being taken by the Public Works Director within two business days of the start of abatement.

(3) The Public Works Director shall cause a record to be kept of the cost incurred in abating the nuisance, including administrative charges as established in the most recent fee schedule approved by resolution of the City Council, and shall file a statement of costs with the City Recorder, who may then assess the costs on the property as provided in Section 5.535.

(4) Any relief obtained under this section shall not prevent the Public Works Director from seeking other and further relief authorized under this article.

[Added Sec. 18, Ord. No. 2024-120, Nov. 21, 2024.]

The Medford Municipal Code is current through Ordinance 2025-69, passed August 6, 2025.

Disclaimer: The city attorney's office has the official version of the Medford Municipal Code. Users should contact the city attorney's office (541-774-2020) for ordinances passed subsequent to the ordinance cited above.

City Website: www.medfordoregon.gov

Hosted by General Code.

9.800 Stormwater Erosion Control.

(1) *Purpose.* As required by the City's National Pollutant Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4), the City does hereby proclaim an ordinance to address Stormwater Erosion Control.

(2) *Applicability.* A City of Medford Erosion Control Permit is required for all construction projects that result in land disturbance of 7000 square feet or more. For construction projects that disturb one or more acres (or that disturb less than one acre, if part of a "common plan of development or sale" disturbing one or more acres) a NPDES 1200C permit from the Oregon Department of Environmental Quality (DEQ) will also be required.

(3) *Standards.* Erosion control plans shall be submitted for review with plans for building permits.

The City of Medford Public Works Engineering Division will review the erosion control plans and issue the Erosion Control Permit with the building permit or grading permit for the project.

Erosion control plans must:

(a) Use the current City of Medford Erosion Control Plan Template

(b) Be approved prior to the beginning of land disturbance activities

(c) Be maintained and updated as site conditions change

(d) Be kept on site and made available for review by the City and DEQ

Erosion control measures as shown on the approved plans shall be in place prior to any earthwork being performed and shall be maintained for the duration of the project.

[Reinserted, Sec. 7, Ord. 2020-44, Apr. 2, 2020]

TANKS

The Medford Municipal Code is current through Ordinance 2024-95, passed September 19, 2024.

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City Website: www.medfordoregon.gov

Hosted by General Code.

10.481 Improvement Standards Adopted.

Except as otherwise set forth in this chapter the Standard Specifications for public works construction by Oregon Chapter, American Public Works Association, City of Medford standards, the Rogue Valley Stormwater Quality Design Manual, and the Medford Water Commission Standards for Design and Constructing Water Facilities, all of which standards are hereby incorporated herein by reference, are hereby adopted as minimum design and improvement standards for all streets, sidewalks, driveways, storm drain facilities, street lighting, water facilities, and other development improvements in the City of Medford. In the event that there be any conflict between the standards and specifications set forth in said above referenced pamphlets and any of the standards of specifications specifically contained elsewhere in this code, the latter shall prevail.

[Amd. Sec. 6, Ord. No. 2009-240, Nov. 5, 2009.]

The Medford Municipal Code is current through Ordinance 2025-69, passed August 6, 2025.

Disclaimer: The city attorney's office has the official version of the Medford Municipal Code. Users should contact the city attorney's office (541-774-2020) for ordinances passed subsequent to the ordinance cited above.

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10.486 Stormwater Facilities, Public Streets.

(1) *Purpose.* It is the City's policy to maintain the natural hydrology, protect water quality, avoid impacts to private properties, and preserve capacity in the City storm drain system by mitigating the direct impacts of development.

(2) *Applicability.* Developments containing publicly maintained streets shall provide stormwater facilities in compliance with the Rogue Valley Stormwater Quality Design Manual, adopted by reference in Section 10.481, and the following:

(a) Stormwater quality treatment and retention shall be addressed when constructing or reconstructing streets and associated surfaces containing 5,000 square feet or more of impervious surface.

(b) Stormwater quality treatment, retention, and detention shall be addressed when constructing or reconstructing streets and associated surfaces containing 10,000 square feet or more of impervious surface.

(c) Exemptions from these requirements are outlined in the Rogue Valley Stormwater Quality Design Manual, adopted by reference in Section 10.481.

(d) As used in this section, "stormwater facility" refers only to a facility that provides one or more of the following: stormwater quality treatment, detention, or retention.

(3) *Construction and Maintenance Standards.*

(a) Stormwater facilities shall be designed and constructed in conformance with Section 10.481, Improvement Standards Adopted.

(b) The stormwater facility design shall be approved by the City Engineer or designee prior to construction.

(c) Stormwater facilities that receive stormwater runoff from a publicly maintained street shall be publicly maintained.

(d) Stormwater facilities that do not receive stormwater runoff from a publicly maintained street are subject to Section 10.729.

(e) For residential land divisions which have publicly maintained streets, the drainage from the public streets and the private property shall be combined into a single stormwater facility.

(i) The combined facility shall be publicly maintained.

(ii) As an alternative, the facility may be privately maintained provided:

(A) A Declaration of Covenants for the Operation and Maintenance of Stormwater Facilities and an Operation and Maintenance Agreement, in a form acceptable to the City Engineer and the City Attorney, are signed and recorded by the responsible parties. A recorded copy must be submitted to the Public Works Engineering Division.

(B) The facility shall be constructed to the same standards that it would be if publicly maintained.

(f) For commercial, multiple-family, and industrial developments, private stormwater facilities shall be provided at the time of development. The drainage from the public right-of-way in these developments shall have a separate facility, shall be constructed at the time of the street construction, and shall be maintained by the public.

(g) For PUDs, the areas that are residential land divisions are subject to subsection (3)(e) of this section and the areas that are commercial, industrial and multiple-family developments are subject to subsection (3)(f) of this section.

(h) *Aboveground Stormwater Facilities Required.* Developments greater than five net acres in size, that include publicly maintained streets, shall set aside up to two percent of the net area to be developed as ponds or other aboveground stormwater facilities as needed for the runoff from publicly maintained streets.

(i) This requirement is satisfied if all the stormwater facilities required for the public street runoff are aboveground stormwater facilities and are less than two percent of the gross area, or if stormwater facilities are not required for public street runoff.

(ii) This requirement is satisfied if the development utilizes off-site aboveground stormwater facilities in lieu of on-site stormwater facilities.

(iii) If open space is required for the development (such as with urbanization plans), then the aboveground stormwater facilities may be counted as open space.

(iv) This requirement may be waived if an analysis prepared by a professional engineer demonstrates that it is infeasible for the street runoff to be collected in an aboveground stormwater facility due to site constraints such as topography. The analysis shall be approved by the City Engineer.

[Added Sec. 9, Ord. No. 2009-240, Nov. 5, 2009; Amd. Sec. 2, Ord. No. 2023-10, Jan. 19, 2023.]

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Hosted by General Code.

10.729 Stormwater Facilities, Private Property.

(1) *Purpose.* It is the City's policy to maintain the natural hydrology, protect water quality, avoid impacts to private properties, and preserve capacity in the City storm drain system by mitigating the direct impacts of development.

(2) *Applicability.* Development on private property shall provide stormwater facilities in compliance with the Rogue Valley Stormwater Quality Design Manual, adopted by reference in Section 10.481, and the following:

(a) Stormwater quality treatment and retention shall be addressed with the development that constructs or reconstructs 5,000 square feet or more impervious surface.

(b) Stormwater quality treatment, retention, and detention shall be addressed with development that constructs or reconstructs 10,000 square feet or more of impervious surface.

(c) For subdivisions, partitions, or PUDs with less than 5,000 square feet of new private streets, minimum access easements, or other shared impervious surfaces, each lot will be considered a separate development.

(d) As used in this section, "stormwater facility" refers only to a facility that provides one or more of the following: stormwater quality treatment, detention, or retention.

(3) *Location.* Stormwater facilities for development that does not include public rights-of-way shall be constructed on private property.

(4) *Construction and Maintenance Standards.*

(a) Stormwater facilities shall be constructed in conformance with Section 10.481, Improvement Standards Adopted.

(b) The stormwater facility design shall be approved by the City Engineer or designee prior to construction.

(c) Stormwater facilities for development that does not include public rights-of-way shall be privately maintained and shall have an Operation and Maintenance Plan approved by the City Engineer or designee prior to construction of the facility.

(d) When there will be multiple parties responsible for maintenance, an Operation and Maintenance Agreement, in a form acceptable to the City Engineer and the City Attorney, shall be required, in addition to the Operation and Maintenance Plan.

[Added Sec. 11, Ord. No. 2009-240, Nov. 5, 2009; Amd. Sec. 2, Ord. No. 2023-10, Jan. 19, 2023.]

The Medford Municipal Code is current through Ordinance 2025-69, passed August 6, 2025.

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APPENDIX C

Standard Operating Procedures (SOPs), & Internal Guidance Docs

Updated October 28, 2025

ILLICIT DISCHARGE ENFORCEMENT - SWMP Section 4.3

See attached Illicit Discharge and Elimination Program document. *(Covers activities within the Engineering Division)*

RESPONSE TO COMPLAINTS OR REPORTS OF ILLICIT DISCHARGES - SWMP Section 4.4.2

See attached Illicit Discharge and Elimination Program document. *(Covers activities within the Engineering Division and Operations Division)*

TRACKING COMPLAINTS OR REPORTS OF ILLICIT DISCHARGES - SWMP Section 4.4.3

See attached Illicit Discharge and Elimination Program document. *(Covers activities within the Engineering Division and Operations Division)*

LONG TERM O&M INSPECTION, TRACKING, AND ENFORCEMENT FOR PRIVATE SW FACILITIES - SWMP Section 6.5 & 7.1

See attached City's Long Term O&M inspection, Tracking & Enforcement for Privately Maintained Stormwater Facilities- Internal Guidance document with the SW Facility inspection and maintenance action checklists.

O&M OF PUBLIC FACILITIES - SWMP Section 7.1

SOP 602-Ops covers this topic for City maintained stormwater facilities, and is updated as needed. Also, may need details about how vegetation is maintained when it is integral to the functionality of the facility, and how soil permeability is maintained when it is integral to the functionality of the facility. Furthermore, the SOP refers to Detention Facilities, but should cover all water quality, retention, and detention facilities. (*Covers activities within the Operations Division)*

INSPECTION AND CLEANING OF CATCH BASINS - SWMP Section 7.2

SOP 601-Ops addresses the maintenance of City storm drain pipes, Culverts and catch basins. (*Covers activities within the Operations Division)*

POLLUTION PREVENETION IN FACILITIES AND OPERATIONS - SWMP Section 7.3

The document, COM- Pollution Prevention and Good Housekeeping for Municipal Operations covers the following activities:

(A) Pipe cleaning for stormwater and wastewater conveyance systems.
(B) Cleaning of culverts conveying stormwater in roadside ditches.
(C) Ditch maintenance.
(D) Road and bridge maintenance.
(E) Road repair and resurfacing including pavement grinding.
(F) Dust control for roads and municipal construction sites.
(G) Winter road maintenance, including salt or de-icing storage areas.
(H) Fleet maintenance and vehicle washing.
(I) Building and sidewalk maintenance including washing.
(J) Solid waste transfer and disposal areas.
(K) Municipal landscape maintenance.
(L) Material storage and transfer areas, including fertilizer and pesticide, Hazardous material, used oil storage, and fuel
(M) Fire fighting training activities.
(N) Maintenance of municipal facilities including public parks and open space, golf courses, airports, parking lots, swimming pools, marinas, etc.

(*Covers activities within the Operations Division, Parks Department, Fire Department, Facilities Maintenance Department)*

PESTICIDE AND FERTILIZER APPPLICATIONS - SWMP Section 7.5
The existing Medford Parks and Recreation Department (MPRD) Integrated Pest Management Policy covers the pesticide and fertilizer activities by the Parks Department. (*Covers activities within the Parks Department and maybe the Operations Division)*

MATERIALS DISPOSAL FROM MAINTENANCE ACTIVITIES - SWMP Section 7.7
This information is included in SOPs 601-Ops and 602-Ops. (*Covers activities within the Operations Division)*

City of Medford
Illicit Discharge and Elimination Program and Stormwater Spill Response Plan

Description

To discourage and reduce improper discharges into the stormwater system through operation of an illicit discharge and elimination and enforcement program. The primary goal of this program is to protect the quality of the receiving waters of the City's stormwater. Through this program, illicit discharges to the MS4 will be Identified, investigated, controlled, and/or eliminated (illicit connections, illegal dumping, and spills).

Activities

- Conduct dry-weather sampling at all City-owned outfalls to accomplish screening of 100% by November 2024.
- Inspect the priority outfalls a minimum once every summer.
- Continue stormwater line TV program to help identify and correct sewer to storm drain cross connections and other illicit discharges.
- Maintain the spill response hotline.
- Continue to respond, enforce, and track, ID complaints.

Measurable Goals

Work to reduce the number of illicit discharges into the municipal stormwater system through public outreach and enforcement of regulations.

Execution Related to Responding, Enforcing and Tracking Illicit Discharge Complaints.

Response to ID complaints:
City personnel will respond to all illicit discharge complaints within 24 hours to gather additional information prior to investigating on site. City personnel will first call the complainant, DEQ, or other entity, to review the complaint details and determine the necessary equipment, personnel, etc required for the field investigation.
Next if known, the responsible private party will be called to determine the severity and responsible private party(s).

Site Investigation of ID complaints:
City Engineering staff will coordinate the site investigation with City Operations staff to determine what additional personnel or equipment will be required to investigate at the site of the ID complaint. Some complaints can be investigated entirely by City Engineering staff

without the involvement of the Operations crew. Other larger illicit discharges that make it into the City storm drain system will need the assistance of City Operations staff and equipment.
Once on site, City staff will take pictures of the suspected ID and surrounding areas, and gather additional information from people encountered at the site. Accurate notes should be kept about who is at the scene and the information that is collected. If possible, the contractor or site owner will be told to stop the ID if it is still happening, and immediately clean up the site. If there is confirmed contamination of City storm drain lines, the City Operations staff may place controls in the storm drain system to prevent additional contamination downstream.

Enforcement of ID regulations & cleanup of the illicit discharge:
Depending on the severity of the illicit discharge, the police department may be called to site the contractor or business owner. The site owner or contractor will need to immediately clean up the private site of all contamination. They will be given a reasonable time frame of 2 – 7 days, depending on pending weather, to clean up, or hire a specialty company or perform the clean-up themselves, of all contamination in public storm drain lines, facilities, etc. If the public storm drain facilities are not cleaned up in a timely manner, Operations will either hire a hazmat company or perform the cleanup themselves. All related City investigation, response, and cleanup costs will be billed to the responsible private party.

Reporting & Tracking of all ID complaints:
City Engineering and Operations staff will create a report of the ID and all related date, and track progress of the clean-up until completed. Reports will be included in NPDES MS4 Annual report to DEQ.

Tracking Metrics

- Track the number of stormwater ID complaints received and responded to by the City.
- Track the % of outfalls inspected to meet the 100% goal by 2024.
- Track the number of sewer cross connections found and corrected.
- Track the number of ID code cases issued.

City of Medford

Long Term O&M inspection, Tracking & Enforcement for Privately Maintained SW Facilities- Internal Guidance Doc

Description

Long term maintenance of private stormwater facilities help reduce contamination, and, maintain the designed stormwater flows, into the City's MS4. This guidance document will aid City staff with the inspection, tracking and enforcement of maintenance responsibilities for private stormwater facilities.

Objective

This guidance document outlines the procedure used by the Public Works Engineering Division Utilities personnel, for verifying O&M compliance of privately maintained stormwater facilities.

Execution

All maintenance of private stormwater facilities shall be in compliance with the City's current NPDES Phase II MS4 permit. City staff will utilize the steps outlined below to inspect existing private stormwater facilities.

- All existing permitted private stormwater facilities and their owners have been identified and placed in a tracking spreadsheet.
- City staff will coordinate with current property owners to inspect their existing stormwater facility using the standard O&M maintenance inspections checklists. (see attached checklists)
- City staff will perform a site visit to inspect the stormwater facility, take pictures and fill out the inspection checklists to be compiled into a report for the owner.
- A letter with the inspection report will be sent to the owner with maintenance requirements and suggestions.
- City Staff will follow-up with each property owner to verify any required stormwater facility maintenance has been completed.
- Tracking is currently done on a spreadsheet but will eventually be moved to other management software as it becomes available.
- Inspections will be summarized in the MS4 annual report.

STORMWATER MAINTENANCE CHECKLISTS AND RECORD

Inspection and Maintenance Action Checklists

Stormwater Facility Maintenance Record

STORMWATER FACILITY INSPECTION AND MAINTENANCE ACTION CHECKLISTS

Stormwater Facility Design Functions: (Boxes to be checked by designer only.)

The Stormwater Facilities at this site are designed to perform specific functions indicated below, and must be maintained to perform those functions in perpetuity. Changes to the Facility that would alter its designed function require consent from the local approving jurisdiction. Check all that apply:

☐ Infiltration (All Retention BMP's): Runoff is captured and held only leaving the facility through infiltration into the ground, evaporation or absorption by vegetation.

Does the infiltration facility design require 90% vegetation coverage? ☐ yes ☐ no

- If Yes, the Inspection and Maintenance Checklist for Vegetated Facilities must be included.
- If No, the Inspection and Maintenance Checklist for Vegetated Facilities is not required.

☐ Flow-through Treatment (Water Quality Swale BMP and Dispersion BMPs): Runoff is captured in the facility and flows through vegetation and/or soils before flowing downstream.

Does the facility incorporate a Water Quality Swale or Vegetated Filter Strip? ☐ yes ☐ no

- If Yes, the Inspection and Maintenance Checklist for Vegetated Facilities must be included.
- If No, the Inspection and Maintenance Checklist for Vegetated Facilities is not required.

☐ Filtration Treatment (Soil Filtration BMP and Vegetated Roof): Runoff is captured in the facility and is filtered through a soil substrate before being captured in and discharged through an underdrain.

☐ Settlement for Treatment (Water Quality Settling Basin BMP): Runoff is captured and held for a specified amount of time to allow solids to settle before being slowly released downstream.

☐ Proprietary Treatment BMP: Runoff is captured in a proprietary treatment device and is treated as specified by the manufacturer. The manufacturer's maintenance documents must be included.

☐ Peak Flow Control (Detention BMP): Peak flow from a 10 year event is captured, held, and released at a rate no greater than the pre-developed peak flow rate.

Inspection and Maintenance:

The checklists indicate recommended conditions to look for and actions to take should those conditions exist. They can assist with planning, scheduling, staffing, and budgeting for operation and maintenance of the stormwater facility.

Inspections: At least one inspection per year is required, some items require inspection during a storm event, refer to the Inspection Checklist. Document the date of inspection on the Inspection Checklist and list any maintenance that is needed.

Maintenance Records: Maintenance records must be kept on all stormwater facilities. Trash removal is required to be done, but not required to be documented. All other items listed as required maintenance items must be documented. An example Maintenance Record is provided in this packet. On the Maintenance Record, list the issue to be addressed and the date action was taken and describe the action taken. The individual who inspects and approves the completed work should initial the 'Work approved by' box. Invoices and work orders for supplies and hiring contractors to complete work should be kept on file. The property owner/owners shall keep records of facility system inspections and maintenance for five years from the date of each inspection. Records shall be made available to jurisdictional authority upon request, at no cost.

Manufactured Treatment Structures: These structures will have maintenance requirements from the manufacturer that are included in this packet.

Pesticides: Pesticides (which includes herbicides, insecticides, fungicides), are prohibited within stormwater facilities due to the potential to contaminate downstream waters. Utilize integrated pest management to assess and address pest issues.

Fertilizers: Avoid the use of fertilizers in stormwater facilities. Instead, mulch plants with shredded wood chips or coarse compost. Mulch must be dye, pesticide and weed free.

Pollution Prevention: Best Management Practices must be implemented on all sites to prevent stormwater contamination. Spills should be cleaned up following best management practices and should never be washed into a stormwater treatment facility. If a spill occurs into the stormwater facility, contact the approving jurisdiction immediately. Document time and date, weather conditions, what spilled, approximately how much, and any corrective action taken. If possible, block the inlet to the stormwater facility to prevent the material from flowing in. If the material reaches the stormwater facility, soils and vegetation may have to be replaced.

Inspection and Maintenance Action Checklist	Pervious Pavement

PROHIBITIONS

- No stockpiles of soil/mulch/debris may be staged on the pervious surface and grass/leaves/debris should not be blown onto the surface. Ensure landscape contractors understand that the surface is permeable. Inform them that they cannot stage or blow material onto the surface.
- Do not seal coat the pervious surface or overlay with an impervious surface. Repair raveling or settling per manufacturer specification. 50sf or less of damage may be patched with conventional asphalt, up to 10% of the entire pervious surface.
- Snow removal with salt is prohibited. Use salt-free deicers only. Do not apply deicers to concrete <1 year old. Always plow with the blade one inch above the surface.

Required Actions

Surface cleaning	• Vacuum or dry sweep at least twice a year • Or, pressure wash at a right angle to the pavement

Conditions to Check for	Action	Required/ Suggested	Inspection Date	Maintenance Needed (if none, state none needed)
Erosion from landscape areas onto pervious paving	Implement temporary erosion prevention and sediment control and a permanent fix for the erosion issue(s).	**Required**		
Reduced infiltration	Must inspect during a storm event. If storms are not infiltrating, contact the jurisdiction.	**Required**		
Weed and moss growth over 10% of area or more	Mechanically remove during the dry season. Avoid mossicides and herbicides.	**Required**		
Trash and Leaves	Pick up trash, blow or sweep leaves. Remove and dispose.	**Required**		
Signage describing Pervious Pavement in place	If a sign was specified on the plans, ensure sign is visible and legible.	**Required**		
Aggregate loss, potholes, cracks	Repair per manufacturer specification, 50sf or less of damage may be patched with conventional asphalt, up to 10% of the entire pervious surface.	**Suggested**		
Settling of pavers or loss of paver filling.	Reset pavers and replace missing fill material per original design.	**Suggested**		

*The Pervious Pavement Checklist applies and must be included for the following BMPs:

- Pervious Surface Retention BMP (pervious asphalt, pervious concrete, pervious pavers)

Inspection and Maintenance Action Checklist	Flexible Paving Systems and Pervious Gravel Surfaces			
PROHIBTIONS				
• Pesticide use in stormwater facilities is prohibited.				
• No Stockpiles may be located on the flexible paving system or pervious gravel. Ensure landscape contractors understand that the surface is permeable. Inform them that they cannot stage material on the surface or blow grass/leaves/etc. onto the surface.				
Conditions to Check For	**Action**	**Required/ Suggested**	**Inspection Date**	**Maintenance Needed (if none, state none needed)**
Erosion from landscape areas onto pervious paving	Implement temporary erosion prevention and sediment control and a permanent fix for the erosion issue(s).	**Required**		
Reduced infiltration	If storms are not infiltrating, contact the jurisdiction.	**Required**		
Trash and Leaves	Pick up trash, blow or sweep leaves. Remove and dispose.	**Required**		
Signage describing Pervious Pavement in place	If a sign was specified on the plans, ensure sign is visible and legible.	**Required**		
Aggregate loss	Replace with aggregate per original design.	**Suggested**		
If vegetation is required to function and coverage is poor, Inspect for bare soil, exposed rings, ruts poorly growing grass from too much shade, and thatch.	Reseed, verify irrigation system is functioning. Avoid aeration since this equipment will damage the flexible system.	**Suggested**		
Maintenance Specific to Pervious Gravel				
Reduced Infiltration	Remove the first few inches of rock and either wash in an area that does not drain to the stormwater system and replace, or replace with new washed rock matching the original aggregate specification.	**Suggested**		

*The Flexible Paving Systems and Pervious Gravel Surfaces Checklist applies and must be included for facilities that incorporate the following BMPs:

- **Pervious Surface Retention BMP (Flexible Paving Systems or Pervious Gravel Surfaces)**

Inspection and Maintenance Action Checklist				Vegetated Facilities*
PROHIBITIONS				
• Pesticide use in stormwater facilities is prohibited.				
• Removal of vegetation to less than 90% surface cover is prohibited.				
Conditions to Check For	**Actions**	**Required/ Suggested**	**Inspection Date**	**Maintenance Needed (if none, state none needed)**
Vegetation covers < 90% of facility surface	Possible Ways to achieve 90% vegetation cover: • Determine if irrigation system is functioning properly and fix if needed. • Have a soil fertility test done to determine if nutrient addition is needed, if so add compost. • Add mulch around plantings. • Revegetate following approved landscape plan to achieve at least 90% coverage.	**Required**		
Sediment washing out of facility	If sediment accumulated in the facility bottom is washing out, excavate and remove. Assess side slopes and bottom for erosion, fill in any eroded areas with approved soil mix and cover with mulch or vegetation.	**Required**		
Channelization in Water Quality Swale. Flow has become channelized and does not spread across bottom width of swale.	• Recontour to design width and elevation. • Replant vegetation to cover the entire facility bottom. • Consider installing a flow spreader device. Contact the approving jurisdiction for advice on flow spreader installation.	**Required**		
Clogged or damaged inlets, outlets, pipes, check dams, perforated pipes or underdrains; if interfering with facility function	• Remove sediment and debris to maintain adequate conveyance. • Repair or replace damaged pipes, inlets, outlets to match approved design.	**Required**		
Energy dissipator(s) damaged/missing at inlets and outlets (where specified)**	If rock is washing out, evaluate need to replace with larger rock. If missing, replace rock with size and at depth specified.	**Required**		
Check Dams damaged (if installed)	Maintain design number, spacing and elevation, of check dams.	**Required**		

Inspection and Maintenance Action Checklist		Vegetated Facilities*		
Ponding for more than six days	In swales, check that outflow is not blocked by vegetation or debris. In infiltration facilities, remove the clogged soil then rake, till or amend the soil with the approved soil mix. Contact the approving jurisdiction to discuss soil replacement if this is insufficient.	**Required**		
Trash and debris.	Remove and dispose.	**Required**		
Odor, sludge, or color. Presence of any chemical pollutants.	Notify appropriate jurisdiction to investigate and determine chemical type. Remove contaminant by appropriate methods and dispose of as directed by hazardous waste protocols.	**Required**		
Access to facility is restricted	• Public facilities must have unrestricted all weather access to all inlets, pipe openings, flow control structures • Private facilities must have unrestricted access that is traversable by maintenance vehicles during dry months.	**Required**		
Vegetation blocks sight lines, inlets, outlets.	• Prune vegetation that blocks sight lines, inlets, outlets. Do not string trim grasses, sedges or rushes. • Remove dead vegetation before it covers 10% of the surface area. • Facilities seeded with low-mow or no-mow seed mix, should be cut a maximum of three to four times a year to reduce fire risk. In infiltration facilities, utilize a weed whacker rather than a mower to reduce compaction of the facility soils. • Maintain vegetation at 6 inches or taller in swales.	**Suggested**		
Erosion within facility. Check inlets, slopes, energy dissipators and facility bottom.	Any erosion deeper than two inches should be addressed. Determine cause of erosion and eliminate. Refill eroded channels with approved soil media and replant. If possible, redirect	**Suggested**		

Inspection and Maintenance Action Checklist				Vegetated Facilities*
	flows temporarily and apply appropriate temporary erosion control best management practices.			

*The Vegetated Facilities Checklist applies and must be included for stormwater facilities that incorporate the following BMPs:

- **Ponded Retention BMP with Vegetation**: eg. rain gardens, stormwater planters and retention ponds designed with 90% vegetation coverage
- **Water Quality Swale BMP**
- **Dispersion BMP:** Vegetated Filter Strips only

****Energy Dissipators:** Typically located below an inlet to a stormwater facility and made of rip-rap, concrete, or a proprietary structure. They prevent scouring of the stormwater facility substrate.

Inspection and Maintenance Action Checklist		Unvegetated Surface Facilities*		
PROHIBITIONS				
• Pesticide use in stormwater facilities is prohibited.				
Conditions to Check For	**Action**	**Required/ Suggested**	**Inspection Date**	**Maintenance Needed (if none, state none needed)**
Sediment washing out of facility	If sediment accumulated in the facility bottom is washing out, excavate and remove. Assess side slopes and bottom for erosion, fill in any eroded areas with approved soil mix and cover with mulch or vegetation.	**Required**		
Clogged or damaged inlets, outlets, pipes, perforated pipes or underdrains; If interfering with facility function	Remove sediment and debris to maintain adequate conveyance. Repair or replace damaged pipes, inlets, and outlets to match approved design.	**Required**		
Energy dissipator(s) damaged/missing at inlets and outlets (where specified)**	If rock is washing out, evaluate need to replace with larger rock. If missing, replace rock with size and at depth specified.	**Required**		
Ponding for more than six days	In infiltration facilities, remove the clogged soil then rake, till or amend the soil with the approved soil mix. Contact the approving jurisdiction to discuss soil replacement if this is insufficient.	**Required**		
Trash and debris.	Remove and dispose.	**Required**		
Odor, sludge, or color. Presence of any chemical pollutants.	Notify appropriate jurisdiction to investigate and determine chemical type. Remove contaminant by appropriate methods and dispose of as directed by hazardous waste protocols.	**Required**		
Liner (if installed) torn or punctured	Repair or replace as necessary per manufacturer specification.	**Required**		
Access to facility is restricted	• Public facilities must have unrestricted all weather access to all inlets, pipe openings, flow control structures • Private facilities must have unrestricted access that is traversable by maintenance vehicles during dry months.	**Required**		
Erosion within facility. Check inlets, slopes, energy dissipators and facility bottom.	Any erosion deeper than two inches should be addressed. Determine cause of erosion and eliminate. Refill eroded channels with approved soil media. If	**Suggested**		

Inspection and Maintenance Action Checklist		Unvegetated Surface Facilities*		
	possible, redirect flows temporarily and apply appropriate temporary erosion control best management practices.			

*The Unvegetated Surface Facilities Checklist applies and must be included for facilities that incorporate the following BMPs:

- **Ponded Retention BMP** without Vegetation: eg. rain gardens, stormwater planters and retention ponds designed without 90% vegetation coverage.
- **Soil Filtration BMP**: eg. rain gardens and stormwater planters designed as filtration facilities with underdrains.

****Energy Dissipators:** Typically located below an inlet to a stormwater facility and made of rip-rap, concrete, or a proprietary structure. They prevent scouring of the stormwater facility substrate.

Inspection and Maintenance Action Checklist		Detention & Settling Basins*		
PROHIBITIONS				
• Pesticide use is prohibited in stormwater facilities.				
Conditions to Check For	**Action**	**Required/ Suggested**	**Inspection Date**	**Maintenance Needed (if none, state none needed)**
Clogged or damaged inlets, outlets, pipes, perforated pipes, underdrains or check dams; If interfering with facility function	Remove sediment and debris to maintain adequate conveyance. Repair or replace damaged pipes, inlets, and outlets to match approved design.	**Required**		
Sediment washing out of facility	If sediment accumulated in the facility bottom is washing out, excavate and remove the accumulated sediment. Assess side slopes and bottom for erosion, and stabilize to prevent erosion. If erosion persists, seek technical assistance.	**Required**		
Energy dissipator(s) damaged/missing at inlets and outlets (where specified)**	Replace rock of size and at depth specified. Evaluate need to replace with larger rock. Repair eroded areas as necessary. Determine cause of rock movement and replace with same size rock or larger as necessary.	**Required**		
Sediment accumulation exceeding 20 percent of the forebay depth or 4 inches, whichever is less.	Remove sediment.	**Required**		
Overflow berms or spillways exposed and either actively eroding or vulnerable to erosion.	Replace armoring or replant as directed in design plans and specifications.	**Required**		
Trash and debris.	Remove and dispose.	**Required**		
Trash rack or bar screen missing or more than 25% covered	Remove debris and dispose of waste. Repair or replace rack as necessary.	**Required**		
Odor, sludge, or unusual color. Presence of any chemical pollutants.	Notify appropriate jurisdiction to investigate. Remove contaminant by appropriate methods and dispose of as directed by hazardous waste protocols.	**Required**		
Access to facility is restricted	• Public facilities must have unrestricted all weather access to all inlets, pipe openings, flow control structures	**Required**		

Inspection and Maintenance Action Checklist		Detention & Settling Basins*		
	• Private facilities must have unrestricted access that is traversable by maintenance vehicles during dry months.			
Vegetation blocks sight lines, inlets, outlets.	Prune vegetation that blocks sight lines, inlets, outlets. Do not string trim grasses, sedges or rushes.	**Suggested**		
Erosion within facility. Check inlets, slopes, energy dissipators and facility bottom.	Determine cause of erosion and eliminate and stabilize to prevent erosion. If possible, redirect flows temporarily and apply appropriate temporary erosion control best management practices.	**Suggested**		

*The Detention & Settling Basins Checklist applies and must be included for facilities that incorporate the following BMPs:

- Water Quality Settling Basin BMP
- Detention BMP (Flow Control)

****Energy Dissipators:** Typically located below an inlet to a stormwater facility and made of rip-rap, concrete, or a proprietary structure. They prevent scouring of the stormwater facility substrate.

Inspection and Maintenance Action Checklist				Disconnected Downspouts
PROHIBITIONS				
• Discharging runoff on another property is not allowed.				
• No impervious surfaces may be added within the dispersion area.				
• Directly connecting downspouts to the sanitary or stormwater system or directing runoff to flow into the stormwater system is prohibited.				
Conditions to Check For	**Action**	**Required/ Suggested**	**Inspection Date**	**Maintenance Needed (if none, state none needed)**
Damaged or missing pipes or downspout extension	Ensure extension ends a minimum of 10 ft from structure. Repair and replace as needed.	**Required**		
Clogged or blocked pipes, elbows or downspout extension	Clear pipes and elbows of debris to maintain at least adequate capacity. Clear any accumulated debris at downspout extension or splash block. Verify that dispersion area is not encroached upon by other structures.	**Required**		
Erosion at outlet	Check that splash blocks or energy dissipation is in place and functional. Repair eroded areas as necessary. Repair or replace splash blocks. If rock energy dissipation has moved, determine cause and replace with same size rock or larger as necessary.	**Required**		
Vegetation blocks downspout extension or sight lines.	Prune vegetation that blocks downspout extension or sight lines.	**Suggested**		

*The Disconnected Downspouts Checklist applies and must be included for facilities that incorporate the following BMPs:

- Dispersion BMP: Disconnected Downspouts

****Energy Dissipation:** Typically located below an inlet to a stormwater facility and made of rip-rap, concrete, or a proprietary structure. Prevents scouring of the stormwater facility substrate.

Inspection and Maintenance Action Checklist		Vegetated Filter Strips*		
Prohibited Actions				
• Pesticide use within stormwater facilities.				
• Removal of vegetation to less than 90% surface cover.				
Conditions to Check For	**Action**	**Required/ Suggested**	**Inspection Date**	**Maintenance Needed (if none, state none needed)**
Channelization. Flow has become channelized and does not spread over entire facility.	• Check condition of flow spreader, repair or replace as needed to evenly disperse flow. • If needed, re-contour facility to design elevation and replant vegetation to evenly cover facility.	**Required**		
Vegetation covers < 90% of facility bottom	Possible Ways to achieve 90% vegetation cover: • Determine if irrigation system is functioning properly. • Have a soil fertility test done to determine if nutrient addition is needed, if so add compost. • Add mulch around plantings. • Revegetate following approved landscape plan to achieve at least 90% coverage.	**Required**		
Trash and debris.	Remove and dispose.	**Required**		
Access to facility is restricted	• Public facilities must have unrestricted all weather access to all inlets, pipe openings, flow control structures • Private facilities must have unrestricted access that is traversable by maintenance vehicles during dry months.	**Required**		
Access to facility is restricted	• Public facilities must have unrestricted all weather access to all inlets, pipe openings, flow control structures • Private facilities must have unrestricted access that is traversable by maintenance vehicles during dry months.	**Required**		
Erosion within facility.	• Any erosion deeper than two inches should be addressed. Determine cause of erosion and eliminate. Refill eroded channels with approved soil media and replant. If possible, redirect flows	**Required**		

Inspection and Maintenance Action Checklist				Vegetated Filter Strips*
	temporarily and apply appropriate temporary erosion control best management practices.			
Vegetation blocks sight lines, inflow, outlets.	• Prune vegetation that blocks sight lines, inflow, outlets. Do not string trim grasses, sedges or rushes. • Remove dead vegetation before it covers 10% of the surface area. • Facilities seeded with low-mow or no-mow seed mix, should be cut as needed to reduce fire risk. Maintain vegetation at 6 inches or taller.	**Suggested**		

*The Vegetated Filter Strips Checklist applies and must be included for facilities that incorporate the following BMPs:

- Dispersion BMP: Vegetated Filter Strips

Inspection and Maintenance Action Checklist		Underground Structures*		
Conditions to Check For	**Action**	**Required/ Suggested**	**Inspection Date**	**Maintenance Needed (if none, state none needed)**
Sediment and debris exceeding 15% of the structure height or 6" in depth, whichever is less.	Sediment should be removed and disposed of properly at a landfill or approved facility. This may require contracting with a plumbing company that has a vacuum truck. For proprietary structures, follow the manufacturer's maintenance guidelines.	**Required**		
Plugged or blocked catch basins, pipes, underdrains, silt traps, inlets, perforated pipes, air vents.	Remove sediment and debris to maintain adequate conveyance at all times.	**Required**		
Cracks in joints between tank or pipe sections that leak soil into the facility.	Manually seal all cracks with appropriate grout material.	**Required**		
Underground facility structurally deficient or restricting flow.	Repair or replace structure to design.	**Required**		
Soakage trench surface clogged	• If water infiltrates through surface, remove and clean rock on the surface. Replace the geotextile fabric on the top, being careful not to damage the fabric on the sides. Place the cleaned rock back over the geotextile fabric. Dispose of sediment in trash destined for the landfill. • Sweeping regularly will reduce the likelihood of clogging. High traffic areas will clog faster than low traffic areas.	**Required**		
Missing an operable manhole cover.	Replace cover or repair and reinstall.	**Required**		
Cleanout shear gate damaged, rusted, leaking or missing. Gate cannot be adjusted by one person. Chain or rod missing or damaged	Repair or replace to meet design standards. Repair, lubricate, or replace gate as necessary. Repair or replace chain or rod as necessary.	**Required**		
Odor, sludge, or unusual color. Presence of any chemical pollutants.	Notify appropriate jurisdiction to investigate and determine chemical type. Remove contaminant by appropriate methods and dispose of as directed by hazardous waste protocols.	**Required**		
Access to facility is restricted	• Public facilities must have unrestricted all weather access to all inlets, pipe openings, flow control structures	**Required**		

Inspection and Maintenance Action Checklist				Underground Structures*
	• Private facilities must have unrestricted access that is traversable by maintenance vehicles during dry months.			

*The Underground Structures Checklist applies and must be included for facilities that incorporate the following BMPs:

- Underground Retention BMP: eg. Soakage trench
- Detention (Flow Control) BMP: eg. Detention pipes, vaults, chambers,

Inspection and Maintenance Action Checklist	Outlet Control Structures/Flow Restrictors*			
PROHIBITIONS				
• Cannot open valves on stormwater facility structures.				
Conditions to Check For	**Action**	**Required/ Suggested**	**Inspection Date**	**Maintenance Needed (if none, state none needed)**
Sediment, debris, or trash is blocking or sump is less than 50% from restrictor/orifice plate	Remove and dispose.	**Required**		
• Structural integrity. Tee-type flow restrictor is not securely attached to manhole wall and outlet pipe. • Weir or baffle flow restrictor not securely attached to manhole. • Flow restrictor is not plumb within 10% • Connections to outlet pipe are leaking and show signs of rust • Holes in plates, baffles, elbows, etc.	• Determine best method for anchoring flow restrictor based on materials and severity of situation. Replumb and realign restrictor, securing as necessary. • Repair or replace as necessary to eliminate leakage. • Plug or patch holes if structural integrity is not affected. Replace part if possible, replace entire structure if severely failing.	**Required**		
Trash, sediment, or debris blocking overflow pipe.	Remove and dispose.	**Required**		

*The Outlet Control Structures/Flow Restrictors Checklist applies and must be included for any facility that incorporates the following:

- **Outlet Control Structure:** Located at the downstream end of a stormwater facility, it controls the rate at which stormwater can flow out through the use of a flow restrictor.
- **Flow Restrictor (Orifice, weir, undersized pipe, etc…):** A designed restriction specifically sized and placed to control stormwater outflow. A flow restrictor can come in the form of a hole (orifice) cut into a plate or pipe, a notch (weir), or an undersized pipe.

Inspection and Maintenance Action Checklist				Culverts/Pipes/Underdrains*
Conditions to Check For	**Action**	**Required/ Suggested**	**Inspection Date**	**Maintenance Needed (if none, state none needed)**
Trash, debris, or sediment restricting pipe flow.	Remove to maintain adequate conveyance at all times.	**Required**		
Damage to pipe such as rusting through wall of pipe, dents, bent or crushed ends that affect efficient flow.	Repair or replace pipe as necessary.	**Required**		
Cracking or buckling of headwall. Erosion or bypassing occurring at backside or around ends of headwall.	Determine extent of problem and monitor for changes. Repair or replace as necessary.	**Required**		
Missing rock or riprap within upstream or downstream apron areas or side slopes. Active erosion within area.	Repair eroded areas as necessary. Determine cause of rock movement and replace with similar size rock or larger as necessary.	**Required**		

*The Culverts/Pipes/Underdrains Checklist applies and must be included for any facility that incorporates underdrains, culverts, or pipes specifically for Retention, Treatment, or Detention of stormwater and does not apply to on-site conveyance pipes or catch basins.

Inspection and Maintenance Action Checklist				Vegetated Roofs
PROHIBITIONS				
• Pesticide use in stormwater facilities is prohibited.				
Conditions to Check For	**Action**	**Required/ Suggested**	**Inspection Date**	**Maintenance Needed (if none, state none needed)**
Damaged membrane	Repair or replace.	**Required**		
Clogged Drains	Remove sediment and debris.	**Required**		
Vegetation covers < 90% of roof surface	Possible Ways to achieve 90% vegetation cover: • Determine if irrigation system is functioning properly. • Have a soil fertility test done to determine if nutrient addition is needed, if so add compost. • Add mulch around plantings. • Revegetate following approved landscape plan to achieve at least 90% coverage. Remove and replace per approved landscape plan. Irrigate, if planting in the summer.	**Required**		
Erosion	Fill eroded area with approved soil, plant to prevent erosion.	**Required**		
Standing Water	Check for leaks in irrigation, clear drains, amend soils to restore infiltration.	**Required**		

STORMWATER FACILITY MAINTENANCE RECORD

Keep invoices and work orders for maintenance work on file and provide upon request of the approving agency.

Stormwater Facility Type:		
Facility Address:		
Business Name:		
Responsible Party for maintenance:		Position:
	Phone:	Email:
Organization:		

Issue	Actions Taken	Date Action Taken	Work approved by:

Issue	Actions Taken	Date Action Taken	Work approved by:

Title: Storm Drainage – Creek, Ditch, Detention, Water Quality and Retention Facility Maintenance

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Description

The City storm drain collection system also includes local creeks, ditches, detention, water quality and retention facilities that require on-going maintenance to, prevent flooding, to ensure the system is operating properly, and to be in compliance with the City's NPDES MS4 Phase II Permit.

OBJECTIVE

The objective of this SOP is to describe the procedure used by City personnel to perform maintenance of creeks, ditches, detention, water quality and retention facilities using current industry standard equipment and practices and to identify immediate and potential problems for analysis and or repair

EXECUTION

All maintenance of storm drainage facilities shall be in compliance with the City's NPDES Phase II MS4 Permit.

General

The Director of Public Works or his designee shall inspect all substantiated complaints submitted by residents, the Code Enforcement Officer, or other office. Such complaints shall be recorded in the Public Works records. The Director shall ensure that an inspection is conducted and the findings provided to the person submitting the complaint.

The results of all inspections shall be noted in the Public Works Department records and shall be retained per state requirements.

If an inspection identifies a problem, the inspector shall describe it on the Public Works Department work order form. When the work order is

completed, it shall be retained in the Public Works Department database. If the problem was identified by someone outside the Department, a copy of the work order form shall be sent to the person or office who reported the problem.

Creeks

The creeks covered by this SOP, and currently maintained by the City, are listed in Appendix A.

All creeks shall be inspected and cleaned on a 2 to 3 year rotation as the maintenance budget allows.

- Inspections will consist of visual inspections with written comments regarding any maintenance required and their priority forwarded to the storm system supervisor. Cleaning will consist of any and all measures needed to maintain proper flow and water quality.
- All creek work performed by contractors shall be inspected by Public Works personnel prior to acceptance.
- Routine trash rack inspection and cleaning is performed regularly during winter months and as needed during summer months. Trash racks are inspected and cleaned as needed during storm events; this can be several times per day.
- Public Works maintenance personnel currently use Cartegraph management software to track maintenance of public maintained creeks in the City. Reports are generated as needed.

Ditches

The ditches covered by this SOP are listed in Appendix B.

All ditches shall be inspected as needed.

- Inspections will consist of visual inspection by Public Works personnel. This activity is typically done concurrent with mowing.

All ditches shall be cleaned on an as needed basis as determined by inspection.
Ditch cleaning will consist of removal of accumulated silt, removal of vegetation that could potentially cause a blockage, and removal of man-made objects that could potentially cause a blockage such as garbage, lumber, furniture and other debris. Additionally, ditches that require mowing shall be mowed at least once per year. Repeat mowing of some ditches will be performed on an as needed basis based on past experience and potential fire danger.

Stormwater Facilities (Detention, Water Quality and/or Retention)

There are a number of stormwater facilities within the city that are private facilities and therefore are not maintained by the City. Those facilities will be inspected by the Engineering Division and direction provided to the responsible party as to maintenance required. The Stormwater facilities that are City maintained are listed in Appendix C.

- All City maintained facilities shall be inspected every 2- 3 years and after significant rain events as required.
- Inspections shall be based on the Forms provided in Appendix C. Proprietary systems shall also be inspected using the manufacturers recommended Operations and Maintenance Plan.
- Maintenance will be performed on an as needed basis and may include activities such as mowing, weed eating, vegetation removal, silt removal, removal of man-made objects and debris.
- Water quality and retention facilities will be inspected for appropriate vegetation coverage for each specific facility. Additional vegetation shall be added as required.

- Retention facilities will be checked for standing water or poor drainage. This may indicate reduced infiltration and could require additional maintenance. Contact Engineering for options to improve soil permeability.
- Traffic control will be in accordance with the MUTCD and/or a specific Traffic control plan developed by a qualified Traffic Control Supervisor (TCS).
- Public Works maintenance personnel currently use Cartegraph management software to track maintenance of City maintained detention facilities. Reports are generated as needed.

ADMINISTRATION & LOGISTICS

The storm system supervisor and/or lead worker will provide the necessary training, identify equipment, work teams, and work assignments necessary for the required maintenance. Daily activity is recorded on report forms and turned in to the lead worker at the end of each day. Daily work activity and associated costs are tracked through the operations division work order system.

COMMAND & CONTROL

The Public Works Director is responsible for ensuring all activities required by the NPDES Phase II permit are in compliance. Public Works Operations Division personnel will be responsible for scheduling, performing, and documenting the maintenance of creeks, ditches, detention, water quality and retention facilities under the direction of the public works storm drainage system supervisor.

Title: Storm Drainage – Creek, Ditch, Detention, Water Quality and Retention Facility Maintenance

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This SOP will remain in effect until superseded or cancelled.

Approved: _____ **Date:** _____

Public Works Operations Manager

Title: Storm Drainage – Creek, Ditch, Detention, Water Quality and Retention Facility Maintenance

Appendix A - Creeks

Stream Name	No. Stream Miles in City Limits	No. Stream Miles Visually Inaccessible	Total Stream Miles Inspected
Little Elk Creek	3.7	1.7	2.0
Crooked Creek	2.3	.6	1.7
Bear Creek	7.0	0	7.0
Gore Creek	.7	0	.7
Larson Creek	3.4	0	3.4
Lazy Creek	3.6	.5	3.1
Lone Pine Creek	4.1	1.0	3.1
Upton Slough	3.5	.5	3.0
Swanson Creek	.4	0	.4
Hansen Creek	.8	.3	.5

Title: Storm Drainage – Creek, Ditch, Detention, Water Quality and Retention Facility Maintenance

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Appendix B – Ditches

SEE EXCEL FILE AT
M: Public Works Policies & SOP's\SC OPS_SOPS\Procedures\602-OPS Appendix B.xls

Title: Storm Drainage – Creek, Ditch, Detention, Water Quality and Retention Facility Maintenance

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Appendix C – Detention Facilities

1. Bella Vista Heights, Phase 1 / 37 1W 21AB / McAndrews @ Foothill
2. Bella Vista Heights, Phase 2 / 37 1W 21AA / Palermo @ Sorrento
3. Carmen Subdivision / 37 2W 14AA / Leroy Circle @ Connell
4. Collinwood / 37 2W 25CC / Colinwood @ Dakota
5. Cox Estates Phase I / 37 2W 35AD / Arlington @ Layla
6. Elk Creek Estates / 37 2W 35AD / Lozier @ Shamila
7. Meadows at Griffin Creek / 38 2W 2AA / Willow Brook @ Fallen Leaf –
8. Navigators Landing / 37 2W 12AC / Heathrow @ National
9. Navigators Landing / 37 2W 12DB / Avion @ O'Hare
10. Northwest Meadows / 37 2W 23DC / Stonefield @ Spring Valley
11. Orchard Meadows / 37 2W 35DA / Fiona @ Alexis
12. Oregon Auto Mall / 37 1W 6DC & DD / Grumman @ Coker Butte
13. Scholarship Estates / 37 2W 14AB / Off Mace Rd. in Maple Terrace Apartments
14. Sky Lakes (Ponds A,B,C) / 37 1W 16BD / 3 PONDS TOTAL
15. Spring Valley / 37 2W 23DC / Spring Valley @ Stonefield

Title: Storm Drainage – Creek, Ditch, Detention, Water Quality and Retention Facility Maintenance

16. Westridge Village / 37 1W 22CA / East McAndrews @ Chablis Terrace
17. South Gateway Center / 37 1W 32BB / I-5 @ Garfield
18. E. McAndrews / 37 1W 19BC / E. McAndrews @ Bear Creek bridge
19. Stardust Heights / 37 1W 23BC / Behind 1667 Stardust near Pinnacle
20. Summerfield / 37 1W 27CB / N. Phoenix Rd. @ Calle' Vista
21. Springbrook Rd / 37 1W 17BA / Springbrook south of Delta Waters-2 PONDS

Title: Storm Drainage – Creek, Ditch, Detention, Water Quality and Retention Facility Maintenance

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Appendix D – Water Quality Facilities

Title: Storm Drainage – Pipes, Culverts, Inlet, & Manhole Maintenance

SITUATION

The City storm drain piping system requires on-going maintenance (cleaning) to prevent stoppages to ensure the system is operating properly.

OBJECTIVE

The objective of this procedure is to systematically complete maintenance cleaning of storm drain pipes using current industry standard equipment and practices and to identify immediate and potential problems for analysis and or repair.

EXECUTION

Maintenance Frequency

Storm drain pipes – 4 year rotation
Inlets – 4 year rotation
Manholes – 4 year rotation
Culverts – 4 year rotation

Procedure

1) A cleaning team will consist of at least two PW OPS employees.

2) A pre-cleaning meeting consisting of the supervisor and/or lead-worker and the assigned maintenance team will be conducted. This meeting will review the following items:
   - Assigned basin and specific area of work
   - Schedule
   - Identification of potential problems such as high traffic areas, pipes with root intrusion and accessibility
   - Identification of known locations where back spray problems have occurred in the past
   - Traffic Control Plans

- Any other topic of discussion that may be relevant to the area to be cleaned

3) The cleaning equipment shall consist of a high velocity combination vacuum machine cleaners and accessories.

4) Pipe cleaning begins at the uppermost end of the storm basin and progresses to the lower end. Cleaning is done from lower manholes, jetting to the upper manhole and bringing the debris back to the truck whenever possible.

5) All active storm drain pipes will be cleaned; this includes all pipes in easements and right-of-ways.

6) All manholes will be located and identified and any information to help locate and access manholes shall be recorded on the sewer base maps or electronically recorded.

7) Traffic control will be in accordance with the MUTCD and/or a specific Traffic control plan developed by a qualified Traffic Control Supervisor (TCS).

ADMINISTRATION & LOGISTICS

The storm drainage supervisor and/or lead worker will identify equipment, work teams, and drainage basin assignments prior to starting a basin for maintenance. Daily activity is recorded on report forms or electronically input and turned in to the lead worker at the end of each day.

COMMAND & CONTROL

Public Works OPS personnel will be responsible for the maintenance of storm sewer infrastructure under the direction of a public works supervisor.

Title: Storm Drainage – Pipes, Culverts, Inlet, & Manhole Maintenance

MAINTENANCE TRACKING

Public Works maintenance personnel currently use Cartegraph management tracking software to track maintenance of City maintained stormwater facilities. Reports are generated as needed.

This SOP will remain in effect until superseded or cancelled.

Approved: _____ **Date:** _____
Public Works Operations Manager