



**Public Works Department**  
**PO Box 7**  
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**Independence, OR 97351**  
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November 29, 2021

Nancy Gramlich  
4026 Fairview Industrial Drive SE  
Salem OR 97302

RE: City of Independence 2021 TMDL Implementation Annual Report

This year's report came with many challenges due to the ongoing pandemic of COVID-19. Our city did its best in the situation we were in and present a summary of the work completed to execute the City's Willamette TMDL Implementation Plan during the December 2020 – November 2021 reporting period.

The City of Independence 2021 TMDL Implementation Annual Report is organized to clearly present the work that the city has completed that are related to each of the tasks identified in the City's 2018 updated 5-year implementation Plan. In addition to the summaries presented in the body of the report, the completed and/or scheduled activities related to each task are presented in the enclosed task activity workbook.

- Task # 1**      **Apply 25 ft setback requirement to named and unnamed tributaries to Ash Creek**  
*Updated Public Works design standards were added to the city website. **(Completed 2021)***
- Task # 2**      **Provide support and recommendations for community riparian tree planting projects**  
*200 trees were planted along the north end of the Sports Complex with the help of a local tree company. Public Works supported LWC with watering their plantings the end of April through July, along Ash Creek on Gun Club Rd and at Riverview Park.*
- Task # 3**      **Provide information and links on City Website that address the connection between shading of water courses and temperature.**  
*The city website currently has a storm brochure with shading information. We also informed residents with the information on our social media page in English and Spanish. **(Completed 2021)***
- Task # 4**      **Continue to enhance riparian corridor along proposed Ash Creek Trail**  
*Open communication is present between entities working on the riparian corridor.*
- Task # 5**      **Increase participation in LWC activities.**

*Due to COVID-19, LWC's activities and events were virtual again for 2021. Our TMDL Coordinator attended a couple virtual events LWC hosted.*

- Task # 6**      **Provide fiscal support for LWC to maintain staffing to work on temperature reduction strategies.**  
*Fiscal year 2020-2021 support was provided in early summer 2021 and was used for LWC & Ash Creek volunteer events, brochures, tools, and project signs. A budget of \$2500 was approved for fiscal year 2021-2022.*
- Task #7**      **Continue pet waste bag program**  
*The city has a total of 15 Pet Waste Stations. They are emptied when needed during daily morning rounds and refilled with additional bags. The pet waste bags are ordered multiple times a year to keep up with demand.*
- Task # 8**      **Educate Public about pet housing and domestic livestock area maintenance and waste management.**  
*A map of the pet waste stations is located on the Parks & Rec page on the city website. (Completed 2021)*
- Task # 9**      **Report number of storm water treatment devices constructed as part of new development annually.**  
*Over 30 new catch basins were installed throughout the city, for a private project, new subdivisions, and street improvement.*
- Task # 10**      **Report number of storm water infiltration mechanisms constructed as part of new development annually.**  
*A large detention pond with flow control was installed at Brandy Meadows II Subdivision.*
- Task # 11**      **Create storm water system map.**  
*When staff time is available, Public Works Lead Storm Operator works on updating a new storm water system map in preparation of the upcoming update to the Stormwater Master Plan.*
- Task # 12**      **Incorporate storm drain marking into school science curriculum and have students place the markers.**  
*Schools reopened in September and communication has restarted about the storm drain marking program.*
- Task# 13**      **Develop a grading permit program.**  
*A grading permit was not adopted due to the Public Works Design Standards being more stringent. Grading requirements are now incorporated into the Public Works permitting process. (Completed 2021)*
- Task # 14**      **Inform developers of requirement to obtain 1200-C permits for new developments over 1 acre.**

*The City's open 1200-C permit for Sunset Meadows Park expired December 2020 and did not need to be renewed. Developers are now required to submit a copy of their approved 1200-C permit as part of the Public Works permitting process.*

- Task # 15**      **Continue cooperative program with ACWCD to prevent littering along Ash Creek.**  
*Public Works staff empty garbage cans along Ash Creek when needed.*
- Task # 16**      **Promote County Hazardous Waste collection event through cooperation with LWC and at City events.**  
*The county did not host a Hazardous Waste event in 2021. The City of Independence and City of Monmouth along with Brandt's Sanitary service started the discussion on 2022 City Clean Up Day/Yard Debris events.*
- Task # 17**      **Attend sponsored IDDE training events. Implement an IDDE Program**  
*Our goal is to have our Storm Operator attend IDDE training in 2022.*
- Task # 18**      **Oversight and reporting for leaf collection program.**  
*We continue to operate the leaf pick up and outreach program and report the results in our annual TMDL report. An updated flyer and handout were uploaded to the city website, posted on social media, and mailed out in the city newsletter.*
- Task # 19**      **Maintain low mercury levels in WWTP effluent.**  
*The city continues to test for mercury levels in the WWTP effluent annually.*
- Task # 20**      **Plan, design, and construct water reuse project.**  
*The Recycle Wastewater Use Facility project was completed and irrigation operated from May to October. **(Completed 2021)***
- Task # 21**      **Ongoing effort to facilitate and incentivize projects that incorporate LID features.**  
*Independence Public Works Design Standards were updated and adopted early summer.*
- Task # 22**      **Provide fiscal support for Inspiration Garden Project (Polk County Master Gardeners)**  
*City and Master Gardeners continue to have great working relationship. FY 2021-2022 has \$40,000 towards improvements to the Inspiration Garden.*

Overall, the City of Independence has met or exceeded the expectations outlined in the City's TMDL Implementation Plan. We appreciate your support and understanding with challenges during COVID-19. Please feel free to contact me at 503-837-1190, if you have any questions. Thank you.

Respectfully,

Gerald Fisher, Public Works Director

Cc:      Gizell Camero, Office Manager  
File

2021 TASK #1	MEETINGS	TRAININGS/EVENTS	PUBLIC OUTREACH	MEASUREMENTS	CORRESPONDENCE	FUNDS BUDGETED	FUNDS DISTRIBUTED	LWC/MASTER GARDENERS	PUBLIC WORK HRS
DECEMBER '20	12/8 Council meeting to amend Development code of PW standards 12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell				<a href="#">12/8 Amendment</a> 12/14 DEQ sent TMDL report acceptance email				
JANUARY									
FEBRUARY									
MARCH									
APRIL									
MAY				5/1 Public Works Design Standards updated					
JUNE									
JULY									
AUGUST									
SEPTEMBER									
OCTOBER	10/26 Meet & Greet, New PW Dir Gizell, TMDL deadline				10/21 TMDL help to City of Sheridan				10/26 Mtg, 30 mins
NOVEMBER	11/1 Public Works Team mtg TMDL, projects, etc		11/1 Updated PW Design Standards uploaded to City website <a href="http://www.ci.independence.or.us">www.ci.independence.or.us</a>						11/1 PW mtg, 30 mins

TASK #1 Apply 25 ft setback requirements to named and unnamed tributaries to Ash Creek

COMPLETION DATE- Completed

STATUS- Public Works Design Standards were updated May 2021

SUMMARY/GOAL- Design Standards have been updated, the current copy is posted on the City website.

2021 TASK #2	MEETINGS	TRAININGS/EVENTS	PUBLIC OUTREACH	MEASUREMENTS	CORRESPONDENCE	FUNDS BUDGETED	FUNDS DISTRIBUTED	LWC/MASTER GARDENERS	PUBLIC WORK HRS
DECEMBER '20	12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell				12/14 DEQ sent TMDL report acceptance email				
JANUARY									
FEBRUARY									
MARCH			3/22 Thank you FB post <a href="#">for tree planting donation</a> 3/31 Arbor Day info in <a href="#">City newsletter</a>	3/18 200 Cupressus trees delivered for Sports park 3/20-21 Cupressus trees planted by Fremont Forest	3/19 LWC emailed will plant along Ash Creek on Gun Club Rd & Riverview Park following week		3/18 \$4800, Cupressus trees for Sports Park	3/23 LWC planted along Ash Creek on Gun Club Rd and Riverview Park (RVP)	
APRIL			4/28 FB post, Mayor proclaimed 4/30 as Arbor Day Ways to celebrate trees at <a href="https://celebratearborday.com">https://celebratearborday.com</a>						4/30 1 Emp, 1 hr watering LWC plantings on Gun Club Rd
MAY									5/14 1 Emp, 1 hr watering LWC plantings on Gun Club Rd 5/28 1 Emp, 1 hr watering LWC plantings on Gun Club Rd
JUNE									6/4 1 Emp, 1 hr watering LWC plantings on Gun Club Rd 6/18 1 Emp, 90 mins watering LWC plantings Gun Club/RVP
JULY									7/8 1 Emp, 1 hr watering LWC plantings on Gun Club Rd
AUGUST									
SEPTEMBER									
OCTOBER	10/26 Meet & Greet, New PW Dir Gizell, TMDL deadline		10/29 Storm water mgmt <a href="#">posted on Facebook</a>						10/26 Mtg, 30 mins
NOVEMBER	11/1 Public Works Team mtg TMDL, projects, etc								11/1 PW mtg, 30 mins

**TASK #2 Provide support and recommendations for community riparian tree planting projects**

**COMPLETION DATE - Ongoing**

**STATUS:** Over 200 trees planted at the Sports park this year.

**GOAL -** To support future tree planting projects.

<b>2021 TASK #3</b>	<b>MEETINGS</b>	<b>TRAININGS/EVENTS</b>	<b>PUBLIC OUTREACH</b>	<b>MEASUREMENTS</b>	<b>CORRESPONDENCE</b>	<b>FUNDS BUDGETED</b>	<b>FUNDS DISTRIBUTED</b>	<b>LWC/MASTER GARDENERS</b>	<b>PUBLIC WORK HRS</b>
<b>DECEMBER '20</b>	12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell				12/14 DEQ sent TMDL report acceptance email				
<b>JANUARY</b>									
<b>FEBRUARY</b>									
<b>MARCH</b>									
<b>APRIL</b>									
<b>MAY</b>									
<b>JUNE</b>									
<b>JULY</b>									
<b>AUGUST</b>									
<b>SEPTEMBER</b>									
<b>OCTOBER</b>	10/26 Meet & Greet, New PW Dir Gizell, TMDL deadline		10/29 Storm water mgmt tips posted on Facebook <a href="#">in spanish &amp; english</a>						10/26 Mtg, 30 mins
<b>NOVEMBER</b>	11/1 Public Works Team mtg TMDL, projects, etc								11/1 PW mtg, 30 mins

**TASK #3 Provide information and links on City Website that address the connection between shading of water courses and temperature**

**COMPLETION DATE - Completed**

**STATUS-** Links on the City website on the Storm brochure.

**GOAL-** To continue to inform the public the importance of water temperature.

2021 TASK #4	MEETINGS	TRAININGS/EVENTS	PUBLIC OUTREACH	MEASUREMENTS	CORRESPONDENCE	FUNDS BUDGETED	FUNDS DISTRIBUTED	LWC/MASTER GARDENERS	PUBLIC WORK HRS
DECEMBER '20	12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell				12/14 DEQ sent TMDL report acceptance email				
JANUARY		1/28 LWC Virtual Sips 'n' Science event- Power of Prtnrshp:20 yrs of Restoration	1/1 LWC Sip n Science <a href="#">advertised in City newsletter</a>						1/28 Sip 'n' Science event 1 Emp, 90 minutes
FEBRUARY		2/9 LWC Virtual Planning & Planting Your Native Garden	2/1 LWC Virtual Workshop <a href="#">advertised in City newsletter</a>				2/8 invoice paid \$5175.80 plants/labor/supplies		
MARCH		3/31 LWC "Sip 'n' Science Tribal Lands Management"		3/23 LWC planted along Ash Creek on Gun Club Rd and Riverview Park (RVP)	3/19 LWC emailed, they'll plant along Ash Creek on Gun Club Rd & Riverview Park following week				3/31 Sip 'n' Science event 1 Emp, 90 minutes
APRIL	4/14 Phone mtg w/ LWC regards to new plantings along Ash Creek PW to water biweekly. LWC will put boundary markers		4/12 LWC photo contest <a href="#">posted on City FB page</a> 4/31 LWC phot contest <a href="#">info in City newsletter</a>						4/14 1 Emp, 30 min phone meeting w/ LWC 4/30 1 Emp, 1 hr watering LWC plantings on Gun Club Rd
MAY									5/14 1 Emp, 1 hr watering LWC plantings on Gun Club Rd 5/28 1 Emp, 1 hr watering LWC plantings on Gun Club Rd
JUNE									6/4 1 Emp, 1 hr watering LWC plantings on Gun Club Rd 6/18 1 Emp, 90 mins watering LWC plantings Gun Club/RVP
JULY									7/8 1 Emp, 1 hr watering LWC plantings on Gun Club Rd
AUGUST									
SEPTEMBER									
OCTOBER									
NOVEMBER									

**TASK #4 Continue to enhance riparian corridor along proposed Ash Creek Trail**

**COMPLETION DATE - Ongoing**

**STATUS-** Keeping an open line of communication with Luckiamute Watershed Council on any upcoming work along Ash Creek Trail.

**GOAL-** The City will continue to work with different entities on the riparian corridor along the Ash Creek Trail.

2021 TASK #5	MEETINGS	TRAININGS/EVENTS	PUBLIC OUTREACH	MEASUREMENTS	CORRESPONDENCE	FUNDS BUDGETED	FUNDS DISTRIBUTED	MASTER GARDENERS	PUBLIC WORKS HRS
DECEMBER '20	12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell				12/14 DEQ sent TMDL report acceptance email				
JANUARY		1/28 LWC Virtual Sips 'n' Science event- Power of Prtnrshp:20 yrs of Restoration	1/1 LWC Sip n Science advertised in City newsletter						1/28 Sip 'n' Science event 1 Emp, 90 minutes
FEBRUARY		2/9 LWC Virtual Planning & Planting Your Native Garden	2/1 LWC Virtual Workshop advertised in City newsletter						
MARCH		3/31 LWC "Sip 'n' Science Tribal Lands Management"		3/23 LWC planted along Ash Creek on Gun Club Rd and Riverview Park (RVP)	3/19 LWC emailed will plant along Ash Creek on Gun Club Rd & Riverview Park following week				3/31 Sip 'n' Science event 1 Emp, 90 minutes
APRIL	4/14 Phone mtg w/ LWC regards to new plantings along Ash Creek PW to water biweekly. LWC will put boundary markers		4/12 LWC photo contest <a href="#">posted on City FB page</a> 4/31 LWC phot contest <a href="#">info in City newsletter</a>						4/14 1 Emp, 30 min phone meeting w/ LWC 4/30 1 Emp, 1 hr watering LWC plantings on Gun Club Rd
MAY									5/14 1 Emp, 1 hr watering LWC plantings on Gun Club Rd 5/28 1 Emp, 1 hr watering LWC plantings on Gun Club Rd
JUNE									6/4 1 Emp, 1 hr watering LWC plantings on Gun Club Rd 6/18 1 Emp, 90 mins watering LWC plantings Gun Club/RVP
JULY									7/8 1 Emp, 1 hr watering LWC plantings on Gun Club Rd
AUGUST									
SEPTEMBER					9/24 LWC asked for City logo, S. Irvine emailed a few				
OCTOBER									
NOVEMBER									

TASK #5 Increase participation in Luckiamute Watershed Council (LWC) activities

COMPLETION DATE - Ongoing

STATUS: Meetings and events were virtual in 2021 due to the pandemic.

GOAL- To keep increasing participation between Luckiamute Watershed Council and the City



2021 TASK #6	MEETINGS	TRAININGS/EVENTS	PUBLIC OUTREACH	MEASUREMENTS	CORRESPONDENCE	FUNDS BUDGETED	FUNDS DISTRIBUTED	MASTER GARDENERS	PUBLIC WORKS HRS
DECEMBER '20	12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell				12/14 DEQ sent TMDL report acceptance email				
JANUARY									
FEBRUARY							2/8 invoice paid \$5175.80 plants/labor/supplies		
MARCH					3/26 Email from LWC regarding next years budget				
APRIL									
MAY	5/26 Council Meeting						5/26 Budget Committee approved FY 21-22 budget \$2500 for LWC		
JUNE	6/22 Council meeting						6/22 FY 21-22 budget adopted of apprx \$32 mil		
JULY							7/13 \$2500 invoice paid for FYE20-21		
AUGUST									
SEPTEMBER									
OCTOBER									
NOVEMBER							11/8 \$102.48 to LWC materials/labor		

**TASK #6 Provide fiscal support for Luckiamute Watershed Council (LWC) to maintain staffing to work on temperature reduction strategies**

**COMPLETION DATE - Ongoing**

**STATUS:** Fiscal 20-21 budgetted amount was paid in early summer.

**GOAL-** To continue to provide fiscal support to LWC.

2021 TASK #7	MEETINGS	TRAININGS/EVENTS	PUBLIC OUTREACH	MEASUREMENTS	CORRESPONDENCE	FUNDS BUDGETED	FUNDS DISTRIBUTED	LWC/MASTER GARDENERS	PUBLIC WORKS HRS
DECEMBER '20	12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell		Pet waste station map on City website on Park & Rec pg		12/14 DEQ sent TMDL report acceptance email				
JANUARY									
FEBRUARY				2/12 1200 Trash bags ordered for dog waste cans			2/12 Trash bags for dog waste cans \$199.90		
MARCH									
APRIL									
MAY									
JUNE									
JULY				7/2 -7200 dog waste bags ordered			7/2 Dog waste bags \$207		
AUGUST									
SEPTEMBER									
OCTOBER				10/21 21,600 dog waste bags ordered			10/21 Dog waste bags \$631		
NOVEMBER			11/23 Pet waste station flyer <a href="#">posted on City Facebook page</a>						

**TASK #7 CONTINUE PET WASTE BAG PROGRAM**

**COMPLETION DATE - ONGOING**

**STATUS:** There are currently 15 pet stations throughout the City.

**GOAL-** To reduce the amount of pet waste that is not properly disposed.

2021 TASK #8	MEETINGS	TRAININGS/EVENTS	PUBLIC OUTREACH	MEASUREMENTS	CORRESPONDENCE	FUNDS BUDGETED	FUNDS DISTRIBUTED	LWC/MASTER GARDENERS	PUBLIC WORK HRS
DECEMBER '20	12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell		Pet station map on City <a href="#">webstie under Parks &amp; Rec</a>		12/14 DEQ sent TMDL report acceptance email				
JANUARY									
FEBRUARY				2/12 1200 Trash bags ordered for dog waste cans			2/12 Trash bags for dog waste cans \$199.90		
MARCH									
APRIL									
MAY									
JUNE									
JULY				7/2 -7200 dog waste bags ordered			7/2 Dog waste bags \$207		
AUGUST									
SEPTEMBER									
OCTOBER				10/21 21,600 dog waste bags ordered			10/21 Dog waste bags \$631		
NOVEMBER			11/23 Pet waste station flyer <a href="#">posted on City Facebook page</a>						

TASK #8 Educated public about pet housing and domestic livestock area maintenance and waste management

COMPLETION DATE - Completed

STATUS- 15 pet waste station map on City website.

GOAL- To continue to educate the public about pet waste management.

2021 TASK #9	MEETINGS	TRAININGS/EVENTS	PUBLIC OUTREACH	MEASUREMENTS	CORRESPONDENCE	FUNDS BUDGETED	FUNDS DISTRIBUTED	LWC/MASTER GARDENERS	PUBLIC WORK HRS
DECEMBER '20	12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell				12/14 DEQ sent TMDL report acceptance email				
JANUARY									
FEBRUARY									
MARCH				11 new catch basins instal Brandy II Subdivision Large detention pond w/ flow control					
APRIL				4 new catch basins instal private prjt on Stryker Rd 11 new catch basins instl Liberty III Subdivision					
MAY									
JUNE									
JULY				7 catch basins & 8 area drains installed S Main St Street improvement proj					
AUGUST									
SEPTEMBER									
OCTOBER				10/26-27 new grates made & installed at 4th & B St			10/26 paint for grates \$25		10/26-27 New grates made & installed 2 Emps, 6 hrs
NOVEMBER									

**TASK #9- Report number of storm water treatment devices constructed as part of new development annually**

**COMPLETION DATE - Ongoing**

**STATUS- 33 new catch basins installed**

**GOAL- Continue to track storm water treatment devices that are constructed in new developments.**

2021 TASK #10	MEETINGS	TRAININGS/EVENTS	PUBLIC OUTREACH	MEASUREMENTS	CORRESPONDENCE	FUNDS BUDGETED	FUNDS DISTRIBUTED	LWC/MASTER GARDENERS	PUBLIC WORK HRS
DECEMBER '20	12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell				12/14 DEQ sent TMDL report acceptance email				
JANUARY									
FEBRUARY									
MARCH				Large detention pond w/ flow control installed Brandy Meadows II					
APRIL									
MAY									
JUNE									
JULY				8 area drains added during Main St overlay project					
AUGUST									
SEPTEMBER									
OCTOBER									
NOVEMBER									

**TASK #10 - Report number of storm water infiltration mechanisms constructed as part of new development annually**

**COMPLETION DATE - Ongoing**

**STATUS-** A large detention pond with flow control installed at Brandy Meadows II subdivision.

**GOAL-** Continue to track any new infiltration systems.

<b>2021 TASK #11</b>	<b>MEETINGS</b>	<b>TRAININGS/EVENTS</b>	<b>PUBLIC OUTREACH</b>	<b>MEASUREMENTS</b>	<b>CORRESPONDENCE</b>	<b>FUNDS BUDGETED</b>	<b>FUNDS DISTRIBUTED</b>	<b>LWC/MASTER GARDENERS</b>	<b>PUBLIC WORK HRS</b>
<b>DECEMBER '20</b>	12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell				12/14 DEQ sent TMDL report acceptance email				
<b>JANUARY</b>									
<b>FEBRUARY</b>									
<b>MARCH</b>									
<b>APRIL</b>									
<b>MAY</b>									
<b>JUNE</b>									
<b>JULY</b>									
<b>AUGUST</b>									
<b>SEPTEMBER</b>									
<b>OCTOBER</b>	10/26 Meet & Greet, New PW Dir Gizell, TMDL deadline								
<b>NOVEMBER</b>	11/1 Public Works Team mtg TMDL, projects, etc								

**TASK #11 - Create stormwater system map**

**COMPLETION DATE - Ongoing**

**STATUS-** Public Works Lead Storm Operator is working on updating the storm system maps when time allows.

**GOAL-** To continue the process of creating a stormwater system map.

2021 TASK #12	MEETINGS	TRAININGS/EVENTS	PUBLIC OUTREACH	MEASUREMENTS	CORRESPONDENCE	FUNDS BUDGETED	FUNDS DISTRIBUTED	LWC/MASTER GARDENERS	PUBLIC WORK HRS
DECEMBER '20	12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell				12/14 DEQ sent TMDL report acceptance email				
JANUARY									
FEBRUARY									
MARCH									
APRIL									
MAY									
JUNE									
JULY									
AUGUST									
SEPTEMBER				Schools back to in-person learning					
OCTOBER									
NOVEMBER			11/17 Made a storm drain <a href="#">color sheet for schools</a> 11/18 Delivered color sheets to 3 elementary schs		11/17 Emailed elementary school teachers about prg				11/17 color sheet design 1 Emp, 1.5 hours <a href="#">11/18 Letter to schools &amp; delivery of sheets</a> 1 hour

TASK #12 -Incorporate storm drain marking into school science curriculum and have strudents place the markers.

COMPLETION DATE - Ongoing

STATUS- Storm drain marking program was affected again this year due to the pandemic. Schools just opened back up in September 2021.

SUMMARY/GOAL- Communication has restarted with local elementary school.

2021 TASK #13	MEETINGS	TRAININGS/EVENTS	PUBLIC OUTREACH	MEASUREMENTS	CORRESPONDENCE	FUNDS BUDGETED	FUNDS DISTRIBUTED	LWC/MASTER GARDENERS	PUBLIC WORK HRS
DECEMBER '20	12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell				12/14 DEQ sent TMDL report acceptance email				
JANUARY									
FEBRUARY									
MARCH									
APRIL									
MAY				5/1 Public Works Design Standards updated					
JUNE									
JULY									
AUGUST									
SEPTEMBER									
OCTOBER									
NOVEMBER			11/1 Updated PW Design Standards uploaded to City website <a href="https://www.ci.independence.or.us/publicworks/page/public-works-design-standards">https://www.ci.independence.or.us/publicworks/page/public-works-design-standards</a>						

TASK #13 - Develop a grading permit program

COMPLETION DATE - Completed

STATUS- A grading permit was not adopted due to more stringent standards (3.22) in the Public Works Development Standards (PWDS)

GOAL- Completed



<b>2021 TASK #14</b>	<b>MEETINGS</b>	<b>TRAININGS/EVENTS</b>	<b>PUBLIC OUTREACH</b>	<b>MEASUREMENTS</b>	<b>CORRESPONDENCE</b>	<b>FUNDS BUDGETED</b>	<b>FUNDS DISTRIBUTED</b>	<b>LWC/MASTER GARDENERS</b>	<b>PUBLIC WORK HRS</b>
<b>DECEMBER '20</b>	12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell			12/14 1200-C permit for Sunset Meadows Park expired & not renewed	12/14 DEQ sent TMDL report acceptance email				
<b>JANUARY</b>									
<b>FEBRUARY</b>									
<b>MARCH</b>									
<b>APRIL</b>									
<b>MAY</b>									
<b>JUNE</b>									
<b>JULY</b>									
<b>AUGUST</b>									
<b>SEPTEMBER</b>									
<b>OCTOBER</b>									
<b>NOVEMBER</b>									

**TASK #14 - Inform developers of requirement to obtain 1200-C permits for new developments over 1 acre**  
**COMPLETION DATE - Ongoing**      **STATUS-** 1200-C permit for Sunset Meadows Park did not need a renewal after expiration date in December of 2020  
**GOAL-** Continue to track 1200-C permits

<b>2021 TASK #15</b>	<b>MEETINGS</b>	<b>TRAININGS/EVENTS</b>	<b>PUBLIC OUTREACH</b>	<b>MEASUREMENTS</b>	<b>CORRESPONDENCE</b>	<b>FUNDS BUDGETED</b>	<b>FUNDS DISTRIBUTED</b>	<b>LWC/MASTER GARDENERS</b>	<b>PUBLIC WORK HRS</b>
<b>DECEMBER '20</b>	12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell				12/14 DEQ sent TMDL report acceptance email				
<b>JANUARY</b>									
<b>FEBRUARY</b>									
<b>MARCH</b>									
<b>APRIL</b>									
<b>MAY</b>									
<b>JUNE</b>									
<b>JULY</b>									
<b>AUGUST</b>					8/2 Indy Works request to clear garbage/furniture along Ash Creek, cleared				
<b>SEPTEMBER</b>									
<b>OCTOBER</b>									
<b>NOVEMBER</b>									11/19 2 Emps, 1.5 hrs cleared homeless camp along Ash Creek

**TASK #15 - Continue cooperative program with Ash Creek Water Control District (ACWCD) to prevent littering along Ash Creek**

**COMPLETION DATE - Ongoing**

**STATUS:** Garbages are emptied when needed during morning rounds.

**SUMMARY-** To continue a supportive partnership with ACWCD.

2021 TASK #16	MEETINGS	TRAININGS/EVENTS	PUBLIC OUTREACH	MEASUREMENTS	CORRESPONDENCE	FUNDS BUDGETED	FUNDS DISTRIBUTED	PUBLIC WORKS HRS
DECEMBER '20	12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell				12/14 DEQ sent TMDL report acceptance email			
JANUARY								
FEBRUARY								
MARCH								
APRIL								
MAY								
JUNE								
JULY								
AUGUST								
SEPTEMBER								
OCTOBER			10/13 Promoted on City FB OR Dept of AG Pesticide Collection Event		10/5 Email discussion about 2022 Clean Up Day Yard Debris Events w/ Brandt's & City of Monm			
NOVEMBER								

**TASK #16 - Promote County Hazardous Waste collection event through cooperation with Luckiamute Watershed Council and at City Events**

**COMPLETION DATE - Ongoing**

**STATUS:** City and County events were cancelled this year due to the pandemic.

**SUMMARY/GOAL-** Continue to promote the County's Hazardous waste event by public outreach.

2021 TASK #17	MEETINGS	TRAININGS/EVENTS	PUBLIC OUTREACH	MEASUREMENTS	CORRESPONDENCE	FUNDS BUDGETED	FUNDS DISTRIBUTED	LWC/MASTER GARDENERS	PUBLIC WORKS HRS
DECEMBER '20	12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell			12/14 18 Catch basins cleaned	12/14 received DEQ's acceptance email for 19-20 TMDL annual report				12/14 12 hrs, 2 emps
JANUARY									
FEBRUARY									
MARCH			3/30 emailed street <a href="#">sweeper schedule</a>		3/30 resident emailed asking about street sweeper schedule				
APRIL			4/26 emailed street sweeper schedule		4/23 resident emailed asking about street sweeper schedule				
MAY									
JUNE				6/10 2 Catch Basins cleaned River Dr & Polk St 6/16 4 Catch Basins installed F St & Main, 3rd & H St					6/10 2 Emp, 2 hours 6/16 2 Emp, 4 hours 6/17 2 Detention ponds cleaned
JULY									
AUGUST									
SEPTEMBER				9/14 4 catch basins cleaned on 7th St & D St 9/14-15 Cleaned detention ditch behind Indep Way					9/14 2 Emps, 1 hour 9/14-15 3 Emps, 16 hrs
OCTOBER									
NOVEMBER			11/9 DEQ/Craft3's loan prgm posted on City FB & <a href="#">City website</a>	11/4 2 catch basins cleaned B St & Fourth St	11/1 Ctzn notfd PW, B/4th St high water 11/16 Citizen notified PW, Food truck draining soapy water to storm drain Code Enf. spoke w/ truck owner, fixed				11/4 2 Emps, 2 hrs

TASK #17 - Attend sponsored Illicit Discharge Detection & Elimination (IDDE) training events. Implement an IDDE Program

COMPLETION DATE - Ongoing

STATUS- The pandemic and the city being without a Public Works Director has put a halt to this task.

SUMMARY/GOAL- Our goal is for our Storm Operator to attend a class in 2022.

2021 TASK #18	MEETINGS	TRAININGS/EVENTS	PUBLIC OUTREACH	MEASUREMENTS	CORRESPONDENCE	FUNDS BUDGETED	FUNDS DISTRIBUTED	LWC/MASTER GARDENERS	PUBLIC WORK HRS
DECEMBER '20	12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell			12/1-2 13 loads picked up 12/14 18 Catch basins cleaned 12/14 5 loads picked up 12/28 1 final load picked up	12/14 DEQ sent TMDL report acceptance email				12/1-2 22 hrs, 2 emps 12/14 12 hrs, 2 emps 12/14 14 hrs, 2 emps 12/28 4 hrs, 2 emps
JANUARY			<a href="#">1/6 2020 Leaf pgm Thank you on FB</a>						
FEBRUARY									
MARCH									
APRIL			<a href="#">4/12 Finished 2021 leaf flyer</a>						4/12 1 Emp 3 hrs
MAY									
JUNE				6/10 2 Catch Basins cleaned River Dr & Polk St 6/16 4 Catch Basins installed F St & Main, 3rd & H St					6/10 2 Emp, 2 hours 6/17 2 Detention ponds cleaned
JULY									
AUGUST									
SEPTEMBER			<a href="#">9/17 Uploaded '21 Leaf flyer to website</a>	9/14 4 catch basins cleaned on 7th St & D St 9/14-15 Clean detention ditch behind Indep Way	9/7 Emailed City Recorder 2021 Leaf flyer, Oct Newsletter				9/14 2 Empls, 1 hour 9/14-15 3 Empls, 16 hrs
OCTOBER			<a href="#">10/1 Leaf program info in newsletter</a> <a href="#">10/8 Leaf prog flyer posted on FB</a> <a href="#">10/28 Brandt's shared Leaf flyer on FB</a> <a href="#">10/29 Leaf Handouts, City Hall Front des</a>	10/25 3 loads picked up 10/28 3 loads picked up	10/12 Emailed City Recorder Leaf prog reminder for newsl			10/22 MG asked for leaves	10/25 3 Empls, 6 hrs 10/28 3 Empls, 5 hrs
NOVEMBER			11/1 Leaf program reminder in <a href="#">City newsletter</a> 11/17 delivered 1.5 loads, 2 residents	11/4 2 catch basins cleaned 11/8-10 20 loads picked up 11/12 2 loads picked up 11/15-17 18 loads picked up					11/4 2 Empls, 2 hrs 11/8-10 3 Empls, 20 hrs 11/12 2 Empls, 2 hrs 11/15-17 2 Empls, 20 hrs

TASK #18 - Oversight and reporting for leaf collection program

COMPLETION DATE - Ongoing

STATUS- Continued the leaf program the City offers to residents.

SUMMARY/GOAL- We will continue to serve City residents with this service.

2021 TASK #19	MEETINGS	TRAININGS/EVENTS	PUBLIC OUTREACH	MEASUREMENTS	CORRESPONDENCE	FUNDS BUDGETED	FUNDS DISTRIBUTED	LWC/MASTER GARDENERS	PUBLIC WORK HRS
DECEMBER '20	12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell				12/14 DEQ sent TMDL report acceptance email				
JANUARY									
FEBRUARY				2/3 Collection for mercury sample given to WaterLab sent 2/4 to ALS Enviromental	2/23 Mecury results back from WaterLab results are in ng/L				2/3 Mercury sample collected & taken to lab 1 Emp, 90 mins
MARCH									
APRIL									
MAY									
JUNE									
JULY									
AUGUST									
SEPTEMBER									
OCTOBER									
NOVEMBER									

TASK #19 - Maintain low mercury levels in WWTP effluent

COMPLETION DATE - Ongoing

STATUS- Annual mecury test was taken.

SUMMARY/GOAL- Continue to test annually for mercury.

2021 TASK #20	MEETINGS/INSPECTIONS	TRAININGS/EVENTS	PUBLIC OUTREACH	MEASUREMENTS	CORRESPONDENCE/VIDEOS	FUNDS BUDGETED	FUNDS DISTRIBUTED	PUBLIC WORKS HRS
DECEMBER '20	12/2 RWUF Zoom meeting 12/14 TMDL 19/20 Zoom mtg w/ DEQ, Kie & G 12/16 RWUF Zoom meeting			Concrete pouring, hydroseeding Valve vault plcmt, repair fences	12/14 DEQ sent TMDL report acceptance email			12/2 Zoom mtg, 1 hour 12/14 Zoom mtg, 1 hour 12/16 Zoom mtg, 1 hour
JANUARY								
FEBRUARY	2/3 RWUF & WSPS Mtg, Chad, Robert, Ricky Payse & Lindsay			Startup to begin after power inst 3 pumps to be tested (2 installed 1 spare) Eng to follow up on O&M manuals for sched A,B & C				
MARCH								
APRIL	4/15 Lunch mtg w/ Julian (prop owner) RWUF phone meeting							4/15 Lunch mtg, 1.5 hrs Phone mtg, 1 hour
MAY	5/13 RWUF Zoom meeting		5/25 Only flush the 3 P's <a href="#">Facebook post reminder</a>	5/27 Started RWUF irrigation  6/2 Ran RWUF Irrigation				5/13 RWUF mtg, 3 emps, 1 hr 5/27 2 Emps, 9 hrs  6/2 1 Emp, 5 hours
JUNE	6/17 RWUF on site mtg w/ prop owner			6/7 Ran RWUF Irrigation 6/8 Ran RWUF Irrigation 6/9-10 Ran RWUF Irrigation 6/14 Ran RWUF Irrigation				6/7 1 Emp, 3 hours 6/8 2 Emp, 4 hours 6/9-10 1 Emp, 11 hours 6/14 1 Emp, 5 hours
JULY								
AUGUST								
SEPTEMBER	Two RWUF phone meetings 9/29 RWUF mtg w/ property owner							Two phone mts, 1.5 hours 9/29 RWUF mtg, 1.5 hours
OCTOBER	10/6 RWUF Teams meeting 10/8 RWUF mtg w/ Julian (prop owner)			10/9-10 Repair & start RWUF 10/9-31 13,968,600 gals flowed 10/14 Repair broken nipple 10/31 RWUF irrig turned off	PW Sup, note prep, emails, calls on RWUF, 3 hours		10/13 parts for RWUF \$1001 repair of broken nipple 10/20 parts for RWUF \$84	10/6 Teams mtg, 30 mins 10/8 In person mtg, 1.5 hours 10/9-10 2 Emps, total 20 hrs 10/12-31 26 Total PW hrs
NOVEMBER					PW Sup, RWUF year end report letter, emails on RWUF, 2 hrs			Year end report/letter, 2 hrs

TASK #20 - Plan, design and construct water reuse project

COMPLETION DATE - Completed

STATUS- The Recycle Wastewater Use Facility is complete and running.

SUMMARY/GOAL- Our goal was met and the RWUF was completed in Spring.

2021 TASK #21	MEETINGS	TRAININGS/EVENTS	PUBLIC OUTREACH	MEASUREMENTS	CORRESPONDENCE	FUNDS BUDGETED	FUNDS DISTRIBUTED	LWC/MASTER GARDENERS	PUBLIC WORK HRS
DECEMBER '20	12/14 TMDL 19/20 Zoom mtg w/ Nancy (DEQ), Kie & Gizell				12/14 DEQ sent TMDL report acceptance email				
JANUARY									
FEBRUARY									
MARCH				Large detention pond w/ flow control installed Brandy Meadows II					
APRIL									
MAY	5/26 Council Meeting			5/1 Public Works Design Standards updated		5/26 Budget Committee approved FY 21-22 budget			
JUNE	6/22 Council meeting					6/22 FY 21-22 budget adopted of apprx \$32 mil			
JULY				8 area drains added during Main St overlay project					
AUGUST									
SEPTEMBER									
OCTOBER									
NOVEMBER			11/1 Updated PW Design Standards uploaded to City website <a href="http://www.ci.independence.or.us">www.ci.independence.or.us</a>						

**TASK #21 - Ongoing effort to facilitate and incentivize projects that incorporate Low Impact Development (LID) features**  
**COMPLETION DATE - Ongoing**      **STATUS-** Independence Public Works Design Standards were updated in May 2021  
**SUMMARY/GOAL-** Continue to incentivize projects that incorporate LID features.



2021 TASK #22	MEETINGS	TRAININGS/EVENTS	PUBLIC OUTREACH	MEASUREMENTS	CORRESPONDENCE	FUNDS BUDGETED	FUNDS DISTRIBUTED	PUBLIC WORK HRS
DECEMBER '20	12/14 TMDL 19/20 Zoom mtg w/ DEQ				12/14 DEQ sent TMDL report acceptance email			
JANUARY	1/6 Upcoming Budget Mtg w/ Master Gardeners, Ken, Shawn, Gizell & Cliff 1/27 MG Priority List Meeting w/ Judy, Bill, Ken & Gizell on Teams				1/7 Scheduled upcoming mtg w/ MG Priority list (will be a Teams mtg) 1/13 MG emailed steering mtg agenda 1/13 MG emailed about vandalism		1/12 \$220 Royal Flush Serv	1/6 Mtg w/ MG, 3 PW emp 1 hr 1/27 Mtg w/ MG, 2 PW em, 1hr
FEBRUARY				2/12 1200 Trash bags ordered for dog waste cans	2/5 emailed mtg mins to attendees 2/8 MG emailed priority list for 21-22 2/10 MG emailed steering mtg agenda 2/19 MG requested dog bags		2/9 \$220 Royal Flush Serv 2/12 Trash bags for dog waste cans \$199.90	2/19 PW emp filled dog bags
MARCH	3/16 Master Gardeners Steering Com Mtg		3/31 Inspiration Garden <a href="#">info in City newsletter</a>		3/9 MG emailed steering mtg agenda 3/15 MG emailed zoom mtg link 3/20 MG emailed steering mtg mins 3/31 Peace garden dedi info emailed	3/11 Sent 1st draft of bdgt request to budget comm. MG asking 40k for 21-22 3/21 MG asked for reimb	3/22 Reimb of \$9.95 to MG for graffitti removal spray 3/9 \$220 Royal Flush Serv	3/16 MG Strg Mtg 1 em, 2 hrs
APRIL		4/30 Peace Garden/Dedication of Hiroshima Ginkgo Tree	4/20 Event on FB made for <a href="#">Peace Garden/Dedi event</a>		4/12 MG emailed steering mtg agenda		4/2 Return Porta Pot \$57.15 4/6 \$375 Royal Flush Serv	4/30 Peace Garden Dedication 1 Public Works Emp, Mayor and other City Emp, 2 hrs
MAY	Mtg w/ MG regarding drainage issue Aaron (PW) Becky (MG) 5/26 Council Meeting		5/6 Peace Garden dedication recording on youtube and social media <a href="https://www.youtube.com/watch?v=HTy03BIQxHk">https://www.youtube.com/watch?v=HTy03BIQxHk</a>	5/27- 3 loads of bark dust dlvd to Inspiration Garden	5/3 MG emailed about drainage issue 5/4 MG sent last month mtg mins 5/16 MG emailed steering mtg agenda 5/22 MG emailed steering mtg mins	5/26 Budget Committee approved FY 21-22 budget 40k for MG		Mtg w/ MG, 1 Emp, 1 hr 5/27 - 2 Emps, 1 hour
JUNE	6/22 Council meeting			6/1 Portable hand washing unit moved & graffitti remvd	6/3 & 20 MG emailed mtg agenda 6/26 MG emailed steering mtg mins 6/26 MG emailed list of needs	6/22 FY 21-22 budget adopted of aprx \$32 mil	6/1 \$375 Royal Flush Serv	6/1 - 2 Emps, 30 mins
JULY				7/8 New trash can installed	7/7 MG emailed list of needs 7/15 MG emailed steering mtg agenda 7/30 MG asked for no-smoking signs 7/30 MG emailed steering mtg mins		7/8 \$375 Royal Flush serv 7/15 Picnic tables \$1710 7/27 \$375 Royal Flush Serv	7/8 - 2 Emps, 30 mins
AUGUST	8/24 Master Gardeners Steering Com Mtg	8/7 MG Community Horticulture (CH) Neil Bell retirement party	8/31 BioBlitz info mailed <a href="#">in City Newsletter</a>	8/17 Deliver wood chips 8/18 No smoking signs ordered 8/31 PW installed two new picnic tables	8/11 MG emailed steering mtg agenda 8/13 Intro email from new CH Brooke 8/16 Emailed City Rec BioBlitz info for upcoming newsletter		8/18 \$122.52 No smoking signs 8/24 \$375 Royal Flush Serv	8/17 2 emps, 2 hrs 8/24 MG Strg Mtg 1 em, 1 hr 8/31 - 2 Emps, 2 hrs
SEPTEMBER		9/25 BioBlitz at Inspiration Garden Community Free event 10 am-Noon 9/27 F St Bridge replacement started		9/21 Public Works installed no smoking signs at Insp G	9/6 MG emailed Aug mtg mins 9/20 MG emailed steering mtg agenda 9/29 MG emailed steering mtg mins		9/21 \$375 Royal Flush Serv	9/21 2 emp, 1 hr- signs
OCTOBER	10/22 Master Gardeners sprinkler mtg Cliff, Max, Bill and Patrick			10/7 1 load of chips to MG 10/12 1 load of chips to MG	10/13 MG emailed steering mtg agenda 10/18 MG emailed asking for leaves 10/25 MG emailed steering mtg mins		10/18 \$375 Royal Flush serv	10/7 2 Emps, 6 hrs chipping 10/14 2 Emps, 5 hrs chipping 10/22 Meeting, 2 Emps, 2 hrs
NOVEMBER	11/12 Phone meeting w/ Pacific Power regarding Insp Garden electricity			11/16 Graffitti cleaner given	11/12 MG emailed need graffitti cleaner 11/12 MG emailed steering mtg agenda			11/12 Phone meeting 1 Emp, 30 minutes

**TASK #22 - Provide fiscal support for Inspiration Garden Project (Polk County Master Gardeners (MG))**

**COMPLETION DATE -Ongoing**

**STATUS:** The partnership between the City and Master Gardeners continues and will into the future.

**SUMMARY/GOAL-** Our goal is to continue working with PCMG in improving the Inspiration Garden.