



Gladstone
MISSOURI

**City of Gladstone MS4
Stormwater Management Plan
*2026 – 2031***

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MCMs

MCM 1. Public Education and Outreach of Stormwater Impacts

The MS4 Operator shall implement a public education program to distribute educational materials to the community and/or conduct equivalent outreach activities about impacts of stormwater discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff.

4.1A-F: The target audiences, target and sources of pollution, and BMP goals of MCM 1 are summarized in Table 1, Table 2, and Table 3 below.

Table 1,2: Target Audiences & BMP Goals

Target Audiences:	Explanation of why audience was chosen:	Target Pollutants:	Sources of Pollution:	Educational BMP(s)	BMP Goals
Residents/ Businesses	Litter and trash across the City, improper yard waste disposal into curb inlets and along stream banks resulting in localized flooding and bank degradation.	Litter and trash, yard waste	Litter and trash containment, grass clippings and leaf litter.	Distribute educational materials at City events and facilities; provide an educational message on water bills.	Educate residents of Gladstone about the negative effects these activities can have on our watersheds.
Contractors	Improperly managed land disturbance sites lead to sediment runoff, chemical/toxics spills, trash/waste/floatables leaving the site.	Sediment/ Suspended Solids, chemicals/ toxics, floatables	Contractor and employees	Site management discussion during pre-construction meeting. Monthly (or when required) inspections of land disturbance site BMPs will be performed and any needed corrections made.	Educate construction workers on the importance of proper installation of site BMPS and site management to reduce target pollutants in runoff.
Elementary Schools	Gladstone has 5 elementary schools - children are eager to learn about their environment.	Litter and trash, yard waste	This program focuses on many different sources	Using a watershed model developed by EnviroScape, City will demonstrate how stormwater runoff carries pollutants and how to mitigate these impacts.	Educate elementary age children.

Table 3: Outreach and Educational BMPs

BMPs:	Measurable goals (The quantity or frequency required to count as a full BMP)	Tracking & Adaptive Management
Information on the City's website	Maintain a webpage throughout the year with up to date information & working links. All links will be checked and the page will be updated as necessary at minimum twice annually.	The number of hits shall be tracked. Gladstone will use this to see which messages get reactions and if certain messages may need more education.
Maintain or mark existing storm inlets with "No Dumping – Drains to Stream" or similar message and require the installation of permanent markings on all new structures.	Placard, stencil, or paint, a minimum of 10% of existing public stormwater inlets in the City per year and permanently mark all new inlets.	Number of inlets, the location of the inlets and how they were marked will be tracked. These areas shall be noted on MCM #3 dry weather screenings and illicit discharge investigations as a method to determine if the markings are effective or if areas could benefit from the markings.
MARC Water Quality Education Committee	Actively participate in water quality education meetings	Track attendance and distribution of committee related materials.
Publish Article in "Coming Home to Gladstone" Magazine	Develop topics that are group specific and address activities and or pollutants of concern at a seasonally appropriate time. A minimum of one article will be published annually.	Track the number of magazines distributed to the public.
MARC Solid Waste Management Committee	Actively participate in the MARC Solid Waste Committee including participation in the Household Hazardous Waste Program	Track the number of meetings attended, events hosted, and the number of participants.
Brochures	Maintain brochures developed in partnership with the MARC Water Quality Education Committee at City facilities including Public Works, City Hall, and the Community Center	The number of brochures that are distributed will be tracked each year along with other activities performed by the Water Quality Education Committee.

Table 4: Involvement BMPs

BMPs	Measureable Goals (The quantity or frequency required to count as a full BMP)	Tracking & Adaptive Management
Regional Yard Waste Recycling Facility	Continue to collect yard waste at the Public Works facility from the Cities of Gladstone, Pleasant Valley, Liberty, Parkville, and Lake Waukomis.	Track the volume of material that is collected and ground for use as mulch.
Cleanup Events	Host a minimum of 2 cleanup events per year including a Spring Beautification Event and Household Hazardous Waste Disposal Event.	Track the amount of material that is collected and the number of vehicles that participate.
Require installation of permanent embossed or precast inlets with “No Dumping-Drains to Stream” or similar message.	Requirement for all new inlets in the MS4 area.	Track the number of inlets, the location of the inlets and how they were marked.
School Presentations	Provide one booth or display (with school approval) at one elementary school within the City limits annually.	Record the number of interactions, the overall attendance, the topic covered, and any educational materials distributed.

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The permittee shall develop and implement a comprehensive public participation program that provides opportunities for public participation in the development and oversight of the permittee's Stormwater Program.

The program must provide opportunities for public participation of the permittee's permit renewal and shall, at a minimum, comply with state and local public notice requirements. Additionally, the program must provide opportunities for public participation in activities related to developing and implementing the Stormwater Management Program.

4.2A, B, C: Gladstone will hold a public notice period for thirty (30) days to allow the public to review the draft permit and MS4 Stormwater Management Program prior to submission of the renewal application. As part of the public notice, Gladstone will develop a method to accept and respond to comments. A public meeting will be hosted by the City upon completion of the thirty (30) day notice. The date, time, attendance log, and all related correspondence will be documented and retained.

4.2.D: Gladstone will accept public inquires and concerns regarding stormwater utilizing the following methods:

- Telephone – Normal Business Hours Public Works at 816-436-5442
 After Hours Dispatch at 816-436-3550
- Email – stormwater@gladstone.mo.us
- E-Services via City Website (www.gladstone.mo.us)

All inquiries and responses are logged and recorded via the City's in-house Excalibur work order system.

4.2.E: The City of Gladstone has an Environmental Management Advisory Committee (EMAC) that meets quarterly. City staff will update the committee at a minimum, annually with the state of, or updates on, the Stormwater Management Program.

4.2.F: City staff will update the Gladstone Council at a minimum, annually with state of, or updates on, the Stormwater Management Program.

4.2.G, H, I: Gladstone shall utilize mechanisms, where appropriate, to track attendance, inquire or concerns, and other information that may be deemed useful to improve the Public Participation Program.

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MCM 3. Illicit Discharge Detection and Elimination

The permittee shall implement and enforce a program to detect and eliminate illicit discharges (as defined in 10 CSR 20-6.200 at 40 CFR 122.26(b)(2)) into the permittee's regulated MS4.

4.3.A, B: The City maintains GIS mapping of the storm sewer system that identifies the system boundaries and the location of outfalls. This data is accessible to all City staff via Integrity, a web-based software solution to access, edit, and analyze GIS data maintained by Midland GIS Solutions. Furthermore, the City retains an extensive file of as-built data.

4.3.C: The City has adopted an Illicit Discharge Detection and Elimination ordinance to effectively prohibit unauthorized non-storm water discharges into the storm sewer system and implement appropriate enforcement procedures and actions. The ordinance can be viewed at the following link:

https://library.municode.com/mo/gladstone/codes/code_of_ordinances?nodeId=COOR_TITVIUTTA_CH120ILDIDEEL

4.3.D-N (excluding 4.3.H): The City will conduct outfall field assessments in accordance with the General Permit and the "Illicit Detection and Elimination – A Guidance Manual for Program Development and Technical Assessments." All data will be recorded in the City's in-house Excalibur work order system. Sampling will be performed by an outside laboratory when necessary. Possible parameters that may be sampled for include but are not limited to: pH, oil and grease, E-coli and fecal coliform, surfactants and fluorescence concentration, specific conductivity, ammonia, chlorine, dissolved oxygen, and fluoride/hardness.

4.3.H: The Missouri Department of Natural Resources has requested that Cities identify priority areas to prevent further illicit discharges. Gladstone is primarily a residential suburb within the Kansas City metropolitan area, characterized by established neighborhoods, mid-century housing stock, and community-oriented amenities. While the City maintains some commercial corridors, its land-use pattern and economic character remain predominantly residential, with commercial activity generally limited to localized retail, service businesses, and neighborhood-scale development. Priority areas identified in Gladstone include:

- The commercial corridors of N. Oak and Missouri Route 1 with known littering issues and illegal dumping.
- Old Antioch Road with known issues of littering and illegal dumping.
- Residential neighborhoods that back open channels and ditches.
- Segments of the sanitary sewer system with known issues including roots.
- Illegal encampments are encountered periodically within the City. To address these situations, the City has established procedures for both private and public property. For encampments located on private property, the property owner is issued a 10-day rubbish and garbage notice. If the site is not cleaned within the required timeframe, the City may retain a contractor to perform the cleanup, with associated costs assessed against

the property. For encampments located on public property, the Police Department is notified and the site is posted with a 72-hour notice. Upon expiration of the notice period, the City may utilize a contractor to remove and clean the encampment area.

4.3.O, P: Gladstone will evaluate the current program within this permit and any necessary revisions will be implemented within the first year of the permit cycle. Furthermore, facilities not contained on the stormwater map will be added within the first 2 years of the permit cycle.

4.3.Q,R: The City will develop an in-house plan that will focus on educating City staff who may come in contact with or observe an illicit discharge or illicit connect to the storm system. The target audience will include engineering, code enforcement, streets, stormwater, water, sanitary sewer, fleet maintenance, and parks and recreation. The City will use educational material available from a variety of sources including the Mid-America Regional Council. Each staff member will be required to obtain a minimum of 30-minutes of training annually on MCM 3. The training dates, topics, and attendance will be recorded and the plan will be reviewed annually.

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MCM 4. Construction Site Stormwater Runoff Control

The MS4 Operator shall develop, implement and enforce a program to reduce pollutants in any stormwater runoff to their MS from construction activities that result in land disturbance of greater than or equal to one acre. Reduction of stormwater discharges from construction activities less than one acre shall be included in the program if that construction is part of a larger common plan of development or sale that would disturb one acre or more.

4.4.A: The City of Gladstone has adopted an Erosion and Sediment Control ordinance that requires a permit for all construction activities that disturb greater than or equal to 200 square feet. Furthermore, a Missouri Department of Natural Resources permit is required for construction activities that disturb one-acre or more. Enforcement actions including fines and stop work orders are outlined in the ordinance. The ordinance is linked below:

https://library.municode.com/mo/gladstone/codes/code_of_ordinances?nodeId=COOR_TIT_IXBUCOORBA_CH2200ERSECO_S9.2200.050ERSECOPL

4.4.B: The City of Gladstone will continue to perform a pre-construction plan review of all new development, redevelopment, and capital construction projects and:

1. The site plan review will be consider the following factors:
 - a) Soil erosion potential;
 - b) Site slope;
 - c) Project size and type;
 - d) Sensitivity of receiving waterbodies;
 - e) Proximity to receiving waterbodies; and
 - f) Other factors relevant to the MS4 service area.
2. Use a checklist, or other listed criteria, to ensure consistency and completeness.
3. Include requirements for construction site operators to select, install, implement, and maintain appropriate stormwater control measures.
 - a) This includes temporary BMPs throughout the life of the land disturbance, and permanent BMPs, which remain on site as required by local codes and ordinances.
4. Consider ways to minimize disturbed areas through actions such as, phased construction requirements, temporary seeding or sodding, or erosion mats to exposed areas.
5. Include requirements for construction site operators to control construction-site waste that may cause adverse impacts to water quality including:
 - a) Discarded building materials;
 - b) Concrete truck and mortar mix washout;
 - c) Chemicals (such as fertilizer, paint, oils, herbicides, pesticides);
 - d) Litter; and
 - e) Sanitary waste.

4.4.C: The construction site stormwater program will implement at a minimum:

1. Identify priority sites for inspection based on nature of the construction activity, topography, disturbed area, and the characteristics of soils and sensitivity of, or proximity to, receiving water;
2. Construction site inspections shall be performed weekly and shall include an assessment of compliance with SWPP developed for the project and applicable ordinances;
3. The inspections shall evaluate any structure that functions to prevent pollution of stormwater or to remove pollutants from stormwater and use enforcement policies to require BMPs are implemented and effective;
4. Upon completion of the land disturbance and prior to final approval of the project, ensure all disturbed areas have been stabilized and that all temporary erosion and sediment control measures are removed.
5. The inspections conducted by Gladstone will be documented with a checklist and include a review of self-inspections performed by the site operator.
6. Enforcements actions available to Gladstone include:
 - a) Bonding and/or escrow
 - b) Education
 - c) Written warnings or notice of violation
 - d) Fines
 - e) Stop Work Order

4.4.E: Gladstone will require all construction site operators to conduct inspections at a minimum:

1. Every fourteen (14) days, when construction is active.
2. Within 72 hours of any storm event, and within 48 hours after any storm event equal to or greater than a 2-year, 24-hour storm has ceased.

See an example checklist included in Appendix A.

4.4F: Gladstone will maintain an inventory of public and private land disturbance sites at all times. This inventory shall include the project details including size, location, local contact, and land disturbance priority. Private land disturbance activities will be tracked by the Community Development Department. Public projects will be tracked by the Public Works Department

4.4G: Gladstone will track all oversight inspections including inspector name, date and time, inspection findings, and follow-up actions, if necessary.

4.4H, I: Gladstone has adopted the following construction site runoff standards:

Erosion & Sediment Control and Post-Construction Stormwater Regulations:
[CHAPTER 2200. - EROSION AND SEDIMENT CONTROL AND POST-CONSTRUCTION STORMWATER REGULATIONS | Code of Ordinances | Gladstone, MO | Municode Library](#)

Illicit Discharge Detection and Elimination:

[CHAPTER 120. - ILLICIT DISCHARGE DETECTION AND ELIMINATION | Code of Ordinances | Gladstone, MO | Municode Library](#)

4.4J: Gladstone will receive and consider public input regarding land disturbance sites as described in Section 4.2D.

4.4K: The City will develop an in-house plan that will focus on educating City staff who deal with construction site runoff. The target audience will include engineering, code enforcement, streets, stormwater, water, sanitary sewer, fleet maintenance, and parks and recreation. The City will use educational material available from a variety of sources including the Mid-America Regional Council. Each staff member will be required to obtain a minimum of 30-minutes of training annually on MCM 4. The training dates, topics, and attendance will be recorded and the plan will be reviewed annually.

4.4L: Gladstone will develop written procedures for inspectors to ensure consistency among inspections.

4.4M: Gladstone will review annually the Construction Site Runoff Control Program and make adjustments as necessary.

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MCM 5. Post-Construction Stormwater Management in New Development and Redevelopment

The MS4 Operator shall continue or develop, implement, and enforce a program to address the quality of long-term stormwater runoff from new development and redevelopment projects that disturb equal to and greater than one acre or more including projects less than one acre that are part of a larger common plan of development or sale that would disturb one acre or more and that discharge into the regulated MS4.

4.5.A: Gladstone has adopted the most current version of Section 5600 “Storm Drainage Systems & Facilities” of the Kansas City Metro Chapter of the American Public Works Association (APWA) Standard Specifications, which requires the installation of stormwater BMPs for comprehensive stormwater control. A link to this specification can be found below.

http://kcmetro.apwa.net/Content/Chapters/kcmetro.apwa.net/File/Specifications%2FAPWA%205600_16FEB2011%20minor%20correction%20pg%2067.pdf

4.5B: Gladstone has developed flexible program that allows operators to develop site-specific plans that minimize impacts to water quality and fit the site. The Mid-America Regional Council/APWA BMP Manual is the document utilized by the majority of developers within the community. Structural controls considered by the City include extended detention, bio-swales, rain gardens, stormwater planters, and proprietary BMP items. Non-structural BMPs may include stream buffers, minimal/no-mow zones, tree preservation, buffer zones, and protection of sensitive areas. Furthermore, the City has adopted a regional approach to stormwater management including the construction of five (5) regional detention/BMP basins and the development of a linear trail park/trail system to preserve natural areas.

4.5.C: A pre-construction plan review is conducted by the City on all public and private projects.

4.5.D: Gladstone will utilize existing public nuisance ordinances to address long-term maintenance of post-construction BMP features.

https://library.municode.com/mo/gladstone/codes/code_of_ordinances?nodeId=COOR_TITIXB_UCOORBA_CH1000ABNU_S9.1000.000PUNUPUDE

4.5.E: The MS4 Operator shall inspect, or require inspection of, each water quality structural and non-structural water post-construction BMP according to the following at minimum:

1. A minimum of one (1) inspection shall be conducted during construction, and one (1) inspection before the site is finalized, to verify water quality facilities are built as designed and any applicable boundaries or practices for non-structural BMPs are being observed. This may be conducted in combination with MCM 4 inspections.
 - a) The MS4 inspector shall have access to the approved plans to ensure proper installation.
2. A minimum of once in the first three years after the installation by, the MS4 Operator.

3. Annually by the owner or operator of the post-construction BMP, or by the MS4 Operator. If completed by the BMP owner or operator, this inspection report shall be submitted to the MS4 Operator for evaluation and review.
4. The MS4 Operator shall inspect a minimum of 60% of all water quality post-construction BMPs within the five-year permit cycle. This must include installations with ongoing or open enforcement issues.

Table 5 – Inspection Frequencies for Post-Construction BMPs

Minimum Inspection Frequency	MS4 Operator Responsible?	BMP Owner Responsible?
During construction of the BMP	Yes	
Before finalization of the site	Yes	
Once in the first 3 years	Yes	
Annually		Yes
60% of all BMPs in MS4 service area within 5-year permit cycle	Yes	

4.5.F: Gladstone will utilize existing public nuisance ordinances to address long-term maintenance of post-construction BMP features. The enforcement response will consider the following:

1. Degree and duration of the violation;
2. Effect the violation has on the receiving water;
3. Compliance history of the post-construction BMP owner or operator; and
4. Cooperation of the owner or operator with compliance efforts.

4.5.G: Gladstone will begin enforcement action within the timeframe allowed by Missouri statute. Enforcement action may include:

1. Education regarding the BMP and verbal warnings;
2. Written warnings or notice of violation;
3. Fines;
4. Property lien

4.5.H: Gladstone will maintain an inventory tracking the water quality post-construction BMPs. This inventory will include:

1. Relevant contact information for the responsible person(s) or entity (e.g., tracking number, name, address, phone, etc.);
2. The type of post-construction BMP;
3. Applicable operations and maintenance documents;
4. Date that Gladstone approved the construction site plan; and,
5. Record of all maintenance on City-owned facilities.

4.5.I: Gladstone will track post-construction BMP inspections. This may be done by retaining copies of records such as inspection checklists and email correspondence. The MS4 Operator must make these inventories available to the Department upon request.

Gladstone will track at a minimum:

1. Inspection dates/ times;
2. Inspector name(s);
3. Inspection findings; and,
4. Follow up actions including all enforcement actions

4.5.J/K: Gladstone will evaluate its existing ordinance and procedures and changes necessary to comply with this permit will be completed within the first two (2) years of permit issuance.

4.5.L: The City will develop an in-house plan that will focus on educating City staff who deal with post-construction stormwater management. The target audience will include engineering, code enforcement, streets, stormwater, water, sanitary sewer, fleet maintenance, and parks and recreation. The City will use educational material available from a variety of sources including the Mid-America Regional Council. Each staff member will be required to obtain a minimum of 30-minutes of training annually on MCM 5. The training dates, topics, and attendance will be recorded and the plan will be reviewed annually.

4.5.M: Gladstone will review the post-construction stormwater management program annually to evaluate the effectiveness of the program.

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MCM 6. Pollution Prevention/Good Housekeeping for Municipal Operations

The permittee shall develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations.

4.6.A-C: The City has an in-house plan that focuses on educating City staff who deal with municipal operations. The target audience will include engineering, code enforcement, streets, stormwater, water, sanitary sewer, fleet maintenance, and parks and recreation. The City will use educational material available from a variety of sources including the Mid-America Regional Council. Each staff member will be required to obtain a minimum of 30-minutes of training annually on MCM 6. The training dates, topics, and attendance will be recorded and the plan will reviewed annually. Topics shall include:

1. Vehicle and equipment washing;
2. Fluid disposal and spills;
3. Fleet, equipment, and building maintenance;
4. Park and open space maintenance procedures;
5. New construction, road maintenance, and land disturbance;
6. Stormwater system maintenance;
7. Salt and de-icing operations;
8. Fueling;
9. Street sweeper operations;
10. Illicit discharges

4.6.D-I: The City has developed an SOP to address MCM 6. See Appendix B.

4.6.J: The City of Gladstone will ensure new flood management projects are assessed for impacts on water quality and existing projects are assessed for incorporation of additional water quality protection devices or practices. New flood management projects completed by private developers must contain BMPs to address the treatment of the water quality storm.

4.6.K, L: Gladstone will evaluate its existing procedures and procedures and changes necessary to comply with this permit will be completed within one (1) year of this permit issuance.

4.6.M: Gladstone will review its Municipal Operations Program annually to evaluate the effectiveness of the program.

APPENDICES

Appendix A

Gladstone Construction Site Inspection Report

City of Gladstone Stormwater Construction Site Inspection Report

General Information	
Project name/number:	
Date of inspection:	Time of inspection:
Inspectors Name:	Present phase of work:
Type of Inspection: ☐ Regular ☐ Pre-Storm Event ☐ During Storm Event ☐ Post-Storm Event	
Has there been any rain since last inspection: ☐ YES ☐ NO If yes, provide: Storm Date/Time: Approximate Amount of Rainfall:	
Weather at Time of Inspection: ☐ Clear ☐ Cloudy ☐ Raining ☐ Sleetng ☐ Fog ☐ Snowing ☐ High Winds ☐ Other: Temperature:	
Have any discharges occurred since last inspection? Yes ☐ No ☐ If yes, describe:	
Are there any discharges at time of inspection? Yes ☐ No ☐ If yes, describe:	

Signature of Inspector

Printed Name & Title

Date

Site BMP Checklist			
BMP/Activity	Implemented?	Maintenance Required?	Corrective Actions Needed/Notes
All inactive slopes and disturbed areas have been stabilized	☐ YES ☐ NO	☐ YES ☐ NO	
Are natural resource areas Protected with barriers or similar BMP?	☐ YES ☐ NO	☐ YES ☐ NO	
Are all sanitary waste receptacles placed in secondary containment and free of leaks?	☐ YES ☐ NO	☐ YES ☐ NO	
Are all discharge points and receiving water free of sediment?	☐ YES ☐ NO	☐ YES ☐ NO	
Are storm drain inlets properly protected?	☐ YES ☐ NO	☐ YES ☐ NO	
Is the construction exit preventing sediment from being tract off site?	☐ YES ☐ NO	☐ YES ☐ NO	
Is Trash/Litter from work area collected and places in a covered dumpsters?	☐ YES ☐ NO	☐ YES ☐ NO	
Are washout facilities available, clearly marked and maintained?	☐ YES ☐ NO	☐ YES ☐ NO	
Are vehicle/equipment fueling and maintenance areas free of spills and leak?	☐ YES ☐ NO	☐ YES ☐ NO	
Are Materials that are potential stormwater contaminants stored inside or undercover?	☐ YES ☐ NO	☐ YES ☐ NO	
Are non-stormwater discharges Properly controlled?	☐ YES ☐ NO	☐ YES ☐ NO	
Other:	☐ YES ☐ NO	☐ YES ☐ NO	

Appendix B

Gladstone Standard Operating Procedures for Municipal Operations

Standard Operating Procedure: Municipal Operations

Responsible Staff: Public Works / Parks & Recreation / Public Safety

Facilities:

1. City Hall (7010 N. Holmes)
2. Linden Square (602 NE 70th Street)
3. Gladstone Public Works (4000 NE 76th Street)
4. Gladstone Community Center (6901 N. Holmes)
5. Gladstone Municipal Pool (7011 N. Holmes)
6. Fire Station No. 1 (6118 N. Oak)
7. Fire Station No. 2 (6569 N. Prospect)
8. Water Treatment Plant
9. Parks: Happy Rock Park, Hobby Hill Park, Meadowbrook Park, Hidden Hollow Park, Central Park, Little Gully Park, Hamilton Heights Park

Equipment: All municipal equipment

Materials: Asphalt, rock, salt and calcium chloride, herbicides, dirt, concrete debris and asphalt millings, fill material (excavated debris), mulch/tree debris, steel refuse, fuel and oils, detergents, paints, and solvents.

Procedure:

1. General Housekeeping
 - Conduct facility cleanup at facilities at least twice annually. Organize and restock equipment and materials and supplies. Perform general trash collection as part of daily operations.
 - Dispose of general refuse and bulky waste in designated containers at each location.
 - Metal shall be recycled at Public Works where one 20 cubic yard recycling container is dedicated for public use and one 20 cubic yard recycling container is dedicated for City-generated scrap metal. Scrap metal, materials, and equipment remain the property of the City and shall not be removed, retained, sold, traded, or otherwise appropriated by employees for personal use. All proceeds generated from the sale or recycling of City-owned scrap materials shall be remitted to the City in accordance with policy.
 - Use the designated wash bay when cleaning vehicles and equipment. Ensure wash water passes through the debris collection tank before entering the sanitary sewer system. Inspect the debris collection tank regularly and arrange for cleaning or pumping (A-1 Septic) as necessary.
 - Recycle used oil generated at the Central Garage through the waste-oil heating system.

- Receive brush and yard waste generated from City properties, residential properties, and participating neighboring communities at the Public Works Facility located at 4000 NE 76th Street. Users pay a fee to help offset operating and processing costs. Monitor facility capacity and notify Missouri One Organic when the site approaches or reaches capacity so that the accumulated material can be ground and transported to their facility for recycling into compost or mulch.
 - Store aggregate materials within designated storage bays to minimize material loss during storm events. Store topsoil under cover.
 - Store, handle, and apply all materials, products, chemicals, and supplies in accordance with the manufacturer's recommendations, applicable safety data sheets (SDS), and all federal, state, and local regulations. Materials may include, but are not limited to, paints, solvents, fuels, lubricants, cleaners, adhesives, pesticides, fertilizers, and other maintenance or operational products. Storage areas shall be maintained in a clean and orderly fashion to prevent spills and leaks.
2. Construction Sites
- Install and maintain erosion and sediment control measures in accordance with City standards. These measures shall be monitored for their effectiveness throughout construction and shall be removed once adequate ground cover has been established.
 - Manage spoil material generated during municipal operations and construction activities, including trash, dirt, rock, concrete, deteriorated pipe and fittings, and steel materials. Dispose of general refuse in designated waste containers.
3. Spill & Leak Response
- Respond immediately to spills of fuel, oil, and chemicals using approved spill containment and cleanup materials.
 - Report large spills to the appropriate regulatory agency in accordance with applicable reporting requirements.
 - Contain fluid leaks from City equipment using absorbent materials to prevent discharge into the storm sewer system.
 - Store and maintain equipment under cover whenever practical to reduce exposure and the potential for leaks.
 - Monitor underground fuel tanks through the FuelMaster and VeederRoot systems and investigate any indications of leakage.
 - Inspect and clean the oil/water separator at the Central Garage and Fire Stations as necessary to maintain proper operation.
4. Parks and Ground Maintenance
- Perform routine mowing every two to three weeks during the growing season as conditions require.
 - Maintain healthy turf and vegetation to stabilize soils and reduce runoff. Apply fertilizers only when necessary and in accordance with soil test recommendations, manufacturer instructions, and approved nutrient management practices.
 - Prevent discharge of chemicals, sediment, grass clippings, leaves, litter, oils, fuels, wash water, or other pollutants into stormwater systems.
 - Preserve native vegetation and riparian buffers where feasible.
 - Perform weed control activities as necessary. Store, handle and apply herbicides in accordance with manufacturer recommendations.

5. Right of Way Maintenance including Street Sweeping & Snow Removal
- Perform routine mowing at designated locations every two to three weeks during the growing season as conditions require.
 - Perform weed control activities as necessary. Store, handle and apply herbicides in accordance with manufacturer recommendations.
 - Conduct trash collection along major roadways two (2) times annually. Remove roadway debris encountered during daily operations.
 - Inspect stormwater inlets, catch basins, culverts, and drainage channels routinely. Remove accumulated sediment, litter, leaves, and debris that may obstruct flow.
 - Sweep streets twice annually and arterial streets bi-monthly, weather permitting, to prevent sediment and debris from entering the storm sewer system. Transport collected material to Public Works for disposal.
 - Store all salt material under cover and perform snow and ice removal in accordance with the City's Winter Operations SOP.