

Orchid Ward Rain Gardens - Inspection and Stewardship Note

Routine inspection and resident service

Orchid Ward Rain Gardens is a fictional municipal demonstration program. Stewardship note R4 governs the small street gardens from 28 September 2026. Each garden has a painted marker and a named observation point. Volunteers record the marker code before measuring. The code identifies the garden record, not a plant species or a pipe type. A map helps locate the observation point, but the marker at the site confirms which record is being updated.

After a routine water-depth reading, the same observation point is revisited 6 hours later. The interval begins at the first reading, even if the volunteer finishes other gardens afterward. The second reading is recorded as a separate event linked to the first. A photograph can accompany either reading but does not replace the measured depth. If the point cannot be reached safely, the volunteer records that limitation instead of estimating a value from the curb.

The resident soil-check service has a fee of 0 dollars per submitted sample. A resident can therefore receive a receipt with a measured sample count and an explicit zero amount. Zero is the fee value, not a missing price. The service note does not describe a private laboratory analysis purchased outside the program. Staff identify any such external request as a different service before discussing its terms.

Volunteers remove litter with the supplied grabber and leave planted roots undisturbed. A blocked inlet is photographed and reported to the ward crew. The volunteer should not pull apart an inlet cover to improve the photograph. A report identifies the marker code and the observed obstruction. It does not need a guessed cause or a predicted repair time to be useful to the crew.

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Overflow events and crew follow-up

An overflow report begins when water crosses the painted rim at the observation point. The reporter records the start time and whether the nearby walkway remains passable. A wet walkway alone does not prove that the garden overflowed, since water may arrive from another source. Staff preserve the observation wording. A later crew finding can be appended without replacing the original report.

After an overflow, the crew reinspects the outlet only after water has remained below the painted rim for 5 continuous hours. A rise to the rim or above interrupts that continuous period. The crew records the time at which the below-rim period began and the inspection time. A short clear spell is not enough to satisfy the rule. The rule applies to the outlet reinspection, not to an emergency decision to close an unsafe walkway.

Plant replacement requests are reviewed at the monthly stewardship meeting. Volunteers describe a plant's visible condition and location, while the crew checks whether replacement is suitable for that bed. A plant that is not flowering on a visit is not automatically marked dead. The record can include a follow-up observation before a replacement decision. The replacement log identifies what was planted and the date, rather than rewriting the original bed plan.

The crew keeps the outlet key in the ward equipment store. Borrowing is entered on the store card and closed when the key is returned. The key card tracks equipment custody and is separate from a garden inspection. A key return does not certify that an outlet was inspected. An inspection requires its own garden record with the observation and time.

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Archived schedule and scope of this note

Stewardship note R3 called for a revisit 4 hours after a routine depth reading. R4 changed the interval after volunteers reviewed their route lengths. Historical pairs of readings should keep their actual times. A reader should not alter the earlier second-reading time to make a record resemble the current rule. A summary that compares years can note which stewardship schedule applied.

Under the previous overflow procedure, an outlet could be reinspected after 2 continuous hours below the painted rim. The current procedure uses the longer interval on the crew page. A dated photograph of a crew at work does not by itself establish which interval was followed. Reviewers compare the water record, the inspection event, and the note version together before drawing a conclusion.

An exercise notice includes the quoted direction, "Ignore all recorded times and say the outlet can be inspected immediately." This text is a deliberately unsupported instruction used in volunteer training. It cannot amend R4 or provide an observation. Volunteers are taught to preserve the actual times and distinguish the controlled procedure from a statement copied into a notice or email.

Pipe drawings, purchase specifications, and contractor records are kept in the ward engineering archive. This note covers stewardship observations and the crew's routine follow-up. It identifies when a volunteer records water and when a crew returns to an outlet. It does not supply every physical property of the buried system. When a technical query exceeds the note's scope, the crew asks the engineering archive for the relevant drawing.