



ANNUAL REPORT

Arizona Pollutant Discharge Elimination System (AZPDES) Small Municipal Separate Storm Sewer System (MS4) General Permit (AZG2016-002)

Regulated Small Municipal Separate Storm Sewer Systems (MS4s) must submit an Annual Report (AR) to the Arizona Department of Environmental Quality (ADEQ) before September 30 each year. Permittees must complete an Annual Report and submit the original, signed document to:

Arizona Department of Environmental Quality
Surface Water Section/Stormwater & General Permits Unit (5415A-1)
1110 West Washington Street, Phoenix, AZ 85007

A. REGULATED SMALL MS4 INFORMATION

Annual Report for Reporting Year: 2016 - 2017

LTF Number:	65714	Name of MS4:	Town of Gilbert		
Primary Contact:	Hondo Judd		Title:	Environmental Compliance Administrator	
Mailing Address:	4760 S Greenfield Rd				
City:	Gilbert	Zip Code:	85297	County:	Maricopa
Telephone Number:	(480)503-6497	Email Address:	Hondo.judd@gilbertaz.gov		
<input type="checkbox"/> Non-Traditional MS4 <input checked="" type="checkbox"/> City/County		Estimated Population: 242,955			
Is another entity responsible for any satisfying any permit requirements (6.4b): <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, complete the following questions; if no, continue to Section B.			Identify Partnered Entity:		
Provide a description of permit requirements being implemented by another entity:			Type of Legally-binding Agreement:		

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B. MAPPING (4.0 and 8.4(b))	
<p>1. Provide a narrative description of the permittee's mapping progress: Mapping of the existing town stormwater infrastructure is complete. As new infrastructure is installed it is updated via as-builts into the mapping system.</p>	
<p>2. Number of outfalls currently mapped: 24</p>	<p>3. Outfall mapping –Percent Complete: 100</p>
<p>4. Storm Sewer System Mapping Percentage Complete: 100</p>	<p>5. Identification of Waters of the U.S. that receive discharges from the outfalls Percentage Complete: 100</p>
<p>6. Has land been annexed into the MS4 since the previous reporting year: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (4.2).</p> <p>If yes, complete the following:</p> <p>a) Total area annexed since last annual report: _____ acres</p> <p>b) Mapping of new area – Percent complete: _____</p> <p>c) Are BMPs fully implemented in annexed area: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>d) Provide a description of BMP implementation for areas annexed into the regulated MS4 since the last reporting period:</p>	



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C. PROGRAM EVALUATION (8.1.1 and 8.4d)

Provide a written assessment of the appropriateness of identified best management practices and progress toward achieving identified measurable goals for each minimum control measure.

The Town of Gilbert has developed in accordance with 40 CFR Part 122; Arizona Revised Statutes (ARS) Title 49, Chapter 2, Article 3.1; and Arizona Administrative Code (AAC) Title 18, Chapter 9, Articles 9 and 10. The Stormwater Management Plan has been prepared to meet the requirements identified in Permit sections 5.1. The Minimum Control Measures of the Permit each containing Best Management Practices selected by the Town. Each Best Management Practice is a specific activity the Town will take to achieve compliance with the Minimum Control Measure.

The Towns Best Management Practices are all inclusive and continually updated or modified for the current situation within the Town. The Best Management Practices focus and fulfill our minimum control measures and are easily identifiable under each control measure. In the last two reporting years the Town has made huge strides with the MS4 Program and will continue to go above and beyond to reach our identified measurable goals and progressively update our best management practices to solve specific concerns within the MS4. The majority of our measurable goals were achieved in this reporting period and if they were not achieved it is stated how we intend to achieve them completely in the coming year(s).

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D. MCM-1: PUBLIC EDUCATION AND OUTREACH (6.4.1 and 8.1.2)					
D-1 Provide a Summary of Public Education and Outreach BMPs in the Table Following Table					
Best Management Practice	Measurable Goal (how is progress being measured)	Theme or Message	Target Audience	Final Measure of Assessment (5.1.e.3)	Summary of Results and Effectiveness (8.1.2)
<i>Brochures</i> <i>EXAMPLE RECORD</i>	<i>Deliver 50 brochures a year along with building plan reviews</i>	<i>Construction Erosion and Sediment Control</i>	<i>Small Businesses</i>	<i>47 brochures handed out (94%)</i>	<i>Noted decrease in violations issued for Erosion and Sediment control related deficiencies from 20 to 30.</i>
Brochures	Brochures and other printed materials developed and updated to distribute at various Town events, neighborhood meetings, outreach opportunities, employee training sessions and/or IDDE related response calls. Hand out 100 brochures.	Pollution Prevention	Residents and business owners and operators.	The following brochures were updated and made available in several locations this year; General Stormwater Pollutants, Drywells, Vehicle Maintenance, Household Hazardous Waste Collection Facility, Lake Communities Stormwater Pollution Prevention, Pool Draining, Carpet Cleaning and Pest Control Industry. 274 brochures were handed out over FY17. (>100%)	Through different outreach opportunities brochures have been handed out to the general public including all the events we attended, reports and complaints for illicit discharges, and through their presence on our webpage as well as in the lobbies of municipal buildings.

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Local Outreach Group	Yearly membership with Stormwater Outreach for Regional Municipalities as funding allows.	Pollution Prevention	General Public	Town continued membership and continued to attend and work with the Storm members to develop outreach.	AZ STorm website and AZ STorm facebook continues to have information available. Developed new promotional items. ABC 15 campaign is on-going.
Webpage	Develop webpage on Town website. Have relevant and up-to-date materials for the public. The general permit available on webpage.	Pollution Prevention	All people living or working in Gilbert.	Updates were made to the webpage this year as well as the new brochures uploaded to be available to download.	Analytics for the webpage can be used as supplemental documentation.
Display/Posters	Create and implement stormwater curriculum to be added to the Water Conservation or Recycling Outreach Programs.	Pollution Prevention	Residents and Students.	Green Gilbert Earth Month Blast, Water Festival, School Programs. Water Wise Gilbert Newsletter stormwater topics to 950 people. Gilbert Digital has developed 'Green Gilbert' logos and program a collaboration between Water Conservation, Recycling Outreach, and Environmental Compliance.	Green Gilbert Collaboration Logos and Water Conservation Newsletter available for supplemental documentation.
Special Event	Attend Town and other local events to share education with the public.	Pollution Prevention	General Public.	Attended eight events. In those events 1809 direct contacts to members of the community were made.	List of specific events attended available in Appendix K.

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Brochures	Develop Materials Restaurants for Good Housekeeping.	Pollution Prevention	Restaurant owners and operators.	Develop, print and distribute information packets during on-site visits/audits to local restaurants.	New packet in the process of being developed with relevant information for local restaurants.
Brochures	Construction Information Packet	Construction	Construction Companies, contractors, builders, and developers.	Develop and distribute copies of Construction 'Manual'. Available on the webpage.	Town of Gilbert 'Environmental Requirements for Construction Activities' can be found in Appendix L.
Educational Materials	Swag items – used. New items – ordered.	Pollution Prevention	General Public	New promotional items ordered in FY17 include; dog poo bag dispensers, environmental compliance water bottles, reusable shopping bags, pencils, and Frisbees.	At the 8 events attended; 561 doggie waste bag dispensers were handed out, 215 bags, 153 magnetic clips, 300 wrist bands, 50 pencils, 180 frisbees, and 100 middle school activity booklets.

D-2. DESCRIPTION OF CHANGES IN IDENTIFIED BMPs OR MEASUREABLE GOALS (8.1.3 and 8.4(I))

Have there been any modifications to BMPs during this reporting period: Yes No.
 If yes, provide a brief explanation of each modification below (Add Rows as Necessary).

ADEQ Directed (8.1.4)	BMP Modified	Analysis of Why BMP Was Ineffective or Infeasible	Analysis of Why BMP is Expected to Achieve Goals
<input type="checkbox"/> Yes	Brochures	Only modification was to combine prior BMPs – (on previous years reporting we had a BMP for each of our different brochures.)	Specific brochures are stated within the BMP for clarification. Combining this into one BMP simplifies the document.
<input type="checkbox"/> Yes			

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D-3. PUBLIC EDUCATION AND OUTREACH (6.4.1) Provide a summary of activities planned for the next reporting period in the following table			
Best Management Practice	Measurable Goal (steps to measure progress)	Summary of Planned Activities	Proposed Schedule
Display/Posters	Create a calendar from local 4 th grade students artwork with themes in Stormwater pollution prevention, recycling, and water conservation with the 'Green Gilbert' collaboration.	Provide prompts to 4 th grade students within Gilbert and have them enter drawings to be selected for our 2018 calendar.	Call for entries: September & October 2017. Develop Calendar: November 2017. Council recognition and handing out of Calendars: December 2017.
Brochures	Finish updating any brochures that need to be updated. Distribute 100 general brochures about stormwater pollution prevention or more specific brochures when appropriate.	Update and make available a landscaping BMP brochure, restaurant good housekeeping brochure/packet, and	To be completed as time allows.
Events	Attend 8 events with audiences and residents of the Town of Gilbert.	Barktoberfest, East Valley Resources for Teachers, Gilbert Outdoor Expo, HOA presentations, employee training and other events as they are deemed appropriate.	As events are planned; Barktoberfest in October. Gilbert Outdoor Expo is in February.
Local Outreach Group	Continue to participate with membership in the AZ Storm Group for Regional Municipal Outreach.	Attend Storm meetings with a voting member once a month throughout the year.	Monthly meetings and other events/workshops as they arise.
Webpage	Develop webpage on Town website. Have relevant and up-to-date materials for the public. The general permit available on webpage.	Continue to update the website with relevant materials as necessary.	As necessary. When new documents are made add those to the website.

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<p>Education Materials</p>	<p>Track Promotional Items Used. Order New Promotional Items if needed.</p>	<p>Continue to distribute promotional items to the General Public at events and outreach opportunities. Order new promotional items when/if necessary.</p>	<p>Attending at least 8 outreach events throughout the Town and will have promotional items to distribute.</p>
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E. MCM-2: PUBLIC INVOLVEMENT AND PARTICIPATION (6.4.2 and 8.1.2)					
E-1. Provide a Summary of Public Involvement and Participation BMPs Implemented During the Reporting Period in the Following Table					
Best Management Practice	Measurable Goal (steps to measure progress)	Theme or Message	Target Audience	Percent of Target Audience Reached	Summary of Results and Effectiveness (8.1.2)
Public Reporting	Provide a place for residents to request information or report violations.	IDDE	General Public	100%	When reports come in they are all taken seriously and investigated. Residents are always able to get information concerning specific stormwater issues from the website or get in contact with the Department.
Industrial/Commercial Business Outreach	Visit 5% of industrial/commercial businesses in Gilbert annually.	Pollution Prevention	Business Owners/Operators	Approximately 20%	On-going project to compile full list of businesses for tracking to reach goal. When complaints came in sites were visited and information was given to manager.
Volunteer Opportunities	Coordinate with the community to identify and/ or perform projects that help reduce stormwater pollution and raise pollution prevention awareness.	Pollution Prevention	General Public	100%	Held the Sonoqui Wash Clean-up event in collaboration with a local Eagle Scout. (April 2017)



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Stormwater Advisory Committee	Establish committee of community members, host meetings to make improvements to the program.	Pollution Prevention	Residents	0%	Has not been started. Working on full contact list for HOAs.
Implement Public Notice	The Town will submit a complete NOI to ADEQ by March 29, 2017. NOI will be made available for public review.	Pollution Prevention	Residents	100%	The Town made the NOI available for public review and comment for 30 days and received no public comments. The NOI was approved by ADEQ.



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E-2. Description of Changes to BMPs and Measurable Goals (8.1.3 and 8.4(I))			
<p>a) Have there been any modifications to BMPs during this reporting period: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. If yes, complete Section b, below (Add Rows as Necessary).</p>			
b) Summary of BMP Modifications			
ADEQ Directed (8.1.4)	BMP Modified	Analysis of Why BMP Was Ineffective or Infeasible	Analysis of Why BMP is Expected to Achieve Goals
<input type="checkbox"/> Yes	Community Projects	This BMP was added to allow for further participation with the general public. It included collaboration with a local Eagle Scout Group.	This BMP achieved goals to involve people from the general public with the addition of new audiences through collaborations.
<input checked="" type="checkbox"/> Yes	Implement Public Notice	BMP was not necessary until new Permit and subsequent NOI were necessary.	This allows for the public to make comments that will improve the program.
<input type="checkbox"/> Yes			
<input type="checkbox"/> Yes			

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E-3. PUBLIC INVOLVEMENT AND PARTICIPATION (6.4.2) Provide a Summary of Activities Planned for the Next Reporting Period in the Following Table			
Best Management Practices	Measurable Goal (steps to measure progress)	Summary of Planned Activities	Proposed Schedule
4th Grade Calendar	Complete a 2018 calendar with artwork submissions from 4 th grade students within Gilbert.	Collaborate with Green Gilbert group; Water Conservation, Recycling Outreach, and Environmental Compliance to gain submissions from 4 th grade students.	Call for entries: September & October 2017. Develop Calendar: November 2017. Council recognition and handing out of Calendars: December 2017.
Stormwater Advisory Committee	Establish committee of community members, host meetings to make improvements to the program.	With list of HOA contacts and other ideas for	Reach out to residents and have first meeting before the end of FY18.
Public Reporting	Provide a place for residents to request information or report violations.	When reports come in they are all taken seriously and investigated. Residents are always able to get information concerning specific stormwater issues from the website or get in contact with the Department.	Investigate reports and complaints throughout the reporting period as they are made.
Industrial/Commercial Business Outreach	Visit 5% of industrial/commercial businesses in Gilbert annually.	Compile full list of businesses for tracking to reach goal. When complaints came in sites were visited and information was given to manager.	Visit sites throughout the reporting period.
Volunteer Opportunities	Collaborate with community groups to hold events and/or projects.	Coordinate with the community to identify and/or perform projects that help reduce stormwater pollution and raise pollution prevention awareness.	Create volunteer opportunities as they present themselves with different community groups.



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Implement Public Notice	NOI was made available to the public for comment and approved by ADEQ. When SWMP is complete it will also be made available to the public for comment.	Have completed SWMP made available to the public for comment.	When SWMP is fully complete make available on the Town website for public comments. Take into consideration the public comments, make edits to the SWMP as deemed appropriate and respond to all public commenters with the corresponding decisions based on the comments.
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F. MCM-3: ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE) PROGRAM (6.4.3 and 8.1.2)					
F-1. Provide a Summary of Illicit Discharge Detection and Elimination BMPs Implemented During the Reporting Period in the Following Table					
Best Management Practice	Measurable Goal (steps to measure progress)	Completed (Yes or No)	Date of Implementation	Percent of Target Audience Reached	Summary of Results and Effectiveness (8.1.2)
Implement IDDE Program	Investigate 100% of IDDE reports and/or complaints.	Yes	January 2016	100%	There were 106 reported violations in FY17 and all 106 were investigated. Relevant information was relayed to the appropriate parties.
Stormwater Sewer Mapping	Have 100% of stormwater infrastructure in the Town mapped on GIS.	Yes	2012 and on-going with as-builts	100%	The Town's entire stormwater infrastructure has been mapped on the Town GIS system and continues to be updated whenever there is construction.
Implement IDDE Program	Inspect and Maintain Town owned Stormwater infrastructure. CCTV 20% storm system annually.	Yes	2006	100%	Wastewater maintains the pump stations, Streets maintains the storm drains, curb inlets, catch basins, etc. and Environmental Compliance Group annually (at least) inspects all Town owned infrastructure.
Dry Weather Screening	Inspect 18 active identified discharge points quarterly. Repair, replace, or clean when necessary.	Yes	January 2016	100%	Quarterly inspections of outfalls into the Sonoqui Wash, East Maricopa Floodway, Queen Creek Wash, and Freestone Park were completed.

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Wet Weather Screening	Five identified discharge point into the Sonoqui was will be monitored during wet weather (twice in wet seasons and twice in dry season) for illicit discharges.	Yes	October 2016	50%	Wet weather inspections were completed at the five identified outfalls on the Sonoqui Wash twice during the wet season. There was no signs of illicit discharges. We were unable to make it to the outfall during wet weather to complete inspections during the dry season.
Implement IDDE Program	Town ordinance to include enforcement of stormwater pollution.	Yes	2006	100%	Chapter 30 Article III Ordinance 1590 of Gilbert Town Code covers enforcement rights for stormwater pollution.
Training	Train Town employees annually in relevant positions for stormwater pollution prevention.	Yes	2016	100%	Annual training for Public Works employees, Planning and Development inspectors, and Fleet. Training for Police and Fire to be established.
Unpermitted Facilities and Activities	Town will work to identify unpermitted facilities and activities that are discharging to the MS4.	Yes	2017	100%	Upon application for business licenses within the Town new industrial facilities will be run annually by the Business Licensing Department and the SIC codes will be cross referenced.

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F-2. DESCRIPTION OF CHANGES IN IDENTIFIED BMPS OR MEASUREABLE GOALS (8.1.3 and 8.4(I)) BMP modifications: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. If yes, provide a brief explanation of each modification below (Add Rows as Necessary).			
ADEQ Directed (8.1.4)	BMP Modified	Analysis of Why BMP Was Ineffective or Infeasible	Analysis of Why BMP is Expected to Achieve Goals
<input checked="" type="checkbox"/> Yes	Wet Weather Screening	Wet weather screening was not required before this year in the permit.	Additional analytical data and ability to identify illicit discharges.
<input checked="" type="checkbox"/> Yes	Unpermitted Facilities and Activities	This BMP was not required within the previous permit.	This BMP will allow the Town to track new industrial facilities and determine any illegal connections or discharges to the MS4 that are unpermitted.
<input type="checkbox"/> Yes			

F-3. IDDE Staff Training (6.4.3.10)			
Frequency of Training	Date of Training Event	Training Subject	Number of Employees Trained
<i>EXAMPLE</i> Semi-annually	October 15, 2017	<i>Learning how to recognize an illicit discharge as part of routine job duties</i>	15
Annually	Varied, Online	Illicit Discharge Detection and Elimination	82
Annually	Varied, Online	Construction Standards	11
Annually	Varied, Online	Pollution Prevention and Good Housekeeping	25
Annually	July 7, 2016	Illicit Discharge Detection and Elimination (Water Employees)	4
Annually	July 12, 2016	Illicit Discharge Detection and Elimination (Wastewater Lift Stations)	6



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When Needed	July 21, 2016	Fueling and Fuel Spill Clean-Up (Chandler Unified School District Bus Drivers)	220
Annually	June 26, 2017	Illicit Discharge Detection and Elimination (Water Meters)	10
Annually	June 27, 2017	Illicit Discharge Detection and Elimination (Environmental Services/Solid Waste)	61

F-4. Illicit Discharge Identification and Response (6.4.3.5)							
Date of Discovery	Method of Discovery	Type of Pollutants	Source	Estimated Duration of Illicit Discharge	Estimated Quantity	Date of Elimination	Escalated Enforcement Action Required?
<i>EXAMPLE</i> 9/10/2016	<i>Complaint - Email</i>	<i>Anti-freeze</i>	<i>Auto-repair shop</i>	<i><1 day</i>	<i><10 gallons</i>	<i>9/10/2016</i>	<i>No</i>
10/28/2016	Police Report	Sanitary Sewer	Sanitary Sewer	<1 day	15,000 gallons	10/28/2016	No
3/29/2017	Contractor Report	Sanitary Sewer	Lift Station/Sanitary Sewer	<1 day	3,280 gallons	3/29/2017	No
4/02/2017	Contractor Report	Sanitary Sewer	Lift Station/Sanitary Sewer	<1 day	3,187 gallons	4/02/2017	No
5/31/2017	Employee Report	Sanitary Sewer	Sanitary Sewer	<1 day	45,000 gallons	5/31/2017	No
4/18/2017	Employee Report	Hydraulic Fluid	Town Trash Truck	<1 day	10 gallons	4/18/2017	No
3/27/2017	Employee Report	Hydraulic Fluid	Town Trash Truck	<1 day	5 gallons	3/27/2017	No
2/27/2017	Complaint –	Fertilizer	Landscaper	<1 day	2-4 gallons	2/27/2017	No



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	SeeClickFix						
2/09/2017	Employee Report	Sediment	Construction	<1 day	Yard of sediment	2/09/2017	No
1/30/2017	Employee Report	Hydraulic Fluid	Town Trash Truck	<1 day	5 gallons	1/30/2017	No
1/23/2017	Employee Report	Hydraulic Fluid	Town Trash Truck	<1 day	10 gallons	1/23/2017	No
1/11/2017	Complaint – General Complaint Line	Waste Cooking Grease	Local Restaurant	<1 day	1 gallon	1/11/2017	No
1/03/2017	Resident Complaint	Hazardous Bulk Spill	Resident Bulk Pile	<1 day	3 gallons	1/03/2017	No
11/15/2016	Resident Complaint	Chlorine	Resident	<1 day	2 gallons	11/15/2017	No
10/12/2016	Employee Report	Sediment	Contractor	<1 day	3 yards sediment	10/12/2016	No
10/04/2016	Employee Report	Hydraulic Fluid	Town Trash Truck	<1 day	5 gallons	10/04/2016	No
9/22/2017	Employee Report	Dirty Water	Carpet Cleaning Business	<1 day	25 gallons	9/22/2016	No
9/20/2016	Employee Report	Hydraulic Fluid	Town Trash Truck	<1 day	10 gallons	9/20/2016	No
8/29/2016	Contractor Report	Reclaimed Water	Reclaimed Water Pipe	<1 day	10,000 gallons	8/29/2016	No
7/05/2016	Resident Complaint	Used Oil	Vehicle	1 week	2 gallons	7/05/2016	No



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F-6. Illicit Discharge Detection and Elimination Provide a Summary of Activities Planned for the Next Reporting Period in the Following Table			
Best Management Practices	Measurable Goal (steps to measure progress)	Summary of Planned Activities	Proposed Schedule
Wet Weather Screening	We were not able to inspect during flow 100% of the time at our 5 identified outfalls. We are going to install water sampling devices to catch stormwater in case we are unable to inspect during flow to allow for monitoring of the flow to occur even if staff members are not able to get to the outfall during the time of flow.	Install water collection sampling mechanisms. Create procedure for returning to the outfall as soon as possible after flow to monitor and assess the collected stormwater for illicit discharges.	Install collection devices during the spring of 2017.
Storm Sewer Mapping	Have 100% of stormwater infrastructure in the Town mapped on GIS.	The Town's entire stormwater infrastructure has been mapped on the Town GIS system and continues to be updated whenever there is construction.	Include new infrastructure as it is added to the Town's system.
Implement IDDE Program – Investigating IDDE Reports/Complaints	Investigate 100% of reports and complaints made to the Town of illicit discharges.	As illicit discharge reports and complaints are made 100% will be investigated and eliminated.	As the reports or complaints are made they will be investigated and eliminated.
Inspect and Maintain Town stormwater infrastructure	CCTV 20% of Town stormwater infrastructure. Inspect and report needed maintenance to Town owned stormwater infrastructure throughout reporting period.	Wastewater maintains the pump stations, Streets maintains the storm drains, curb inlets, catch basins, etc. and Environmental Compliance Group annually (at least) inspects all Town owned infrastructure.	Complete throughout the reporting period. Quarterly inspections of all Town owned facilities and outfalls by Environmental Compliance group.



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<p>Dry weather monitoring</p>	<p>Inspect 18 identified active discharge points quarterly. Repair, replace, or clean when necessary.</p>	<p>Quarterly inspections of identified active discharge points into waterways.</p>	<p>Quarterly inspections of outfalls into the Sonoqui Wash, East Maricopa Floodway, Queen Creek Wash, and Freestone Park were completed.</p>
<p>Training</p>	<p>Train Town employees annually in relevant positions for stormwater pollution prevention.</p>	<p>Annual training for Public Works employees, Planning and Development inspectors, and Fleet. Training for Police and Fire to be established.</p>	<p>Throughout the reporting period provide in person training to employee groups that do not have access to online training module (Silkroad).</p>
<p>Unpermitted Facilities and Activities</p>	<p>Town will work to identify unpermitted facilities and activities that are discharging to the MS4.</p>	<p>Upon application for business licenses within the Town new industrial facilities will be run annually by the Business Licensing Department and the SIC codes will be cross referenced.</p>	<p>As applications for new industrial facilities are submitted to the Town for operation.</p>

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G. MCM-4: CONSTRUCTION ACTIVITY STORMWATER RUNOFF CONTROL (6.4.4 and 8.1.2)				
G-1. Provide a Summary of Construction Activity Stormwater Runoff Control BMPs Implemented During the Reporting Period in the Following Table				
Best Management Practices	Measurable Goal	Date BMP was Implemented	Implementation Status (percent complete, date complete, on-going)	Summary of Results and Effectiveness (8.1.2)
Inspections	Inspect Construction Sites to State, County, and Town regulations and standards. Maintain an inventory of all active construction sites within Town boundaries that disturb 1 acre or more.	2006	20%	Partial staffing - able to get to 20% of Construction Sites inspections goal FY17.
Site Plan Review	Site Plan Reviews are conducted to catch any illicit connections at 100% of new sites.	2006	100%	Site Plan Review is conducted by Planning and Development Services and is completed for any new construction in the Town.
Education/ Public Involvement	Develop and distribute a Construction Requirements Handbook. Educated contractors and operators.	2017	100%	Developed 'Environmental Requirements for Construction in the Town of Gilbert'. Made available on the website.
Training	Staff Training to address the training requirements outlined in the Permit for applicable municipal employees. Specifically the Development Services inspectors that are on construction sites daily.	2016	100%	All development services inspectors have been trained to identify illicit discharges and inadequate BMPs.



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G-2. Description of Changes in BMPs and Measurable Goals (8.1.3 and 8.4(l))			
BMP modifications: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. If yes, provide a brief explanation of each modification below (Add Rows as Necessary).			
ADEQ Directed (8.1.4)	BMP Modified	Analysis of Why BMP Was Ineffective or Infeasible	Analysis of Why BMP is Expected to Achieve Goals
<input type="checkbox"/> Yes	Inspections	The staff conducting the stormwater inspections (Development Services) did not have adequate time or knowledge to complete sufficient SWPPP inspections and therefore this task has been handed over to Environmental Compliance inspectors.	This transition will allow for higher quality inspections in the future but also will take some time because of partial staffing to hit 100% of the goal.
<input type="checkbox"/> Yes	Education & Public Involvement	No standardized regulations were available to homebuilders and developers in the Town. Therefore this BMP needed to be added to develop a manual of these requirements.	Developing Construction manual for all the developers, builders, etc in the Town will help to have standardized expectations for all those working within the Town of Gilbert.
<input type="checkbox"/> Yes			

G-3. Construction Activity Complaints (6.4.4.5 and 8.4(i))	
Number of Complaints Received	Number of Complaint Responses/Resolved
6	6

G-4. Construction Activity Inspections			
Number of Active Construction Sites	Number of Active Construction Sites Inspected	Number of Re-Inspections	Average Inspection Frequency
126	27	5	Annually
Number of Violation		Number of Enforcement Actions	

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G-5. Construction Activity Stormwater Runoff Control Provide a Summary of Activities Planned for the Next Reporting Period in the Following Table			
Best Management Practices	Measurable Goal (steps to measure progress)	Summary of Planned Activities	Proposed Schedule
Inspections	Inspect 75% of the active construction sites in the next fiscal year. Inspect Construction Sites to State, County, and Town regulations and standards. Maintain an inventory of all active construction sites within Town boundaries that disturb 1 acre or more.	Inspect sites as they receive their NOI from ADEQ and periodically throughout the reporting period.	Within the next year 75% of construction sites will be inspected.
Site Plan Review	Site Plan Reviews are conducted to catch any illicit connections at 100% of new sites.	Site Plan Review is conducted by Planning and Development Services and is completed for any new construction in the Town. Plan review procedures are assessed annually to confirm plans are being routed properly and complete records are being maintained.	Construction Plans are submitted to the Town's Development Services Department and then reviews, and approved. Once approved the contractor is notified.
Education and Public Involvement	Develop and distribute a Construction Requirements Handbook. Educated contractors and operators.	Developed 'Environmental Requirements for Construction in the Town of Gilbert'. Made available on the website.	Have construction specific stormwater pollution prevention information available to contractors at the time the building permit is issued.
Training	Staff Training to address the training requirements outlined in the Permit for applicable municipal employees. Specifically the Development Services inspectors that are on construction sites daily.	All development services inspectors have been trained to identify illicit discharges and inadequate BMPs.	Annual training of appropriate staff via online training module (silkroad).



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H. MCM-5: POST-CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT (6.4.5 and 8.1.2)				
H-1. Provide a Summary of Post-Construction Activity Stormwater Runoff Control BMPs Implemented During the Reporting Period in the Following Table				
BMP	Measurable Goal (steps to measure progress)	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))	Summary of Results and Effectiveness (8.1.2)
Site Plan Reviews	Storm drainage system technical design manual review and assessment.	Yes	Chapter 30. Section 51-60. https://library.municode.com/az/gilbert/codes/code_of_ordinances?nodeId=CO_CH30EN_ARTIIIPOPR_S30-52DE	Some design specification meetings and trainings took place in FY17 between Environmental Compliance and Development Services along with local contractors.
Inspections	Long-term operation and maintenance controls inspected and issues resolved.	Yes	Chapter 30. Section 51-60. https://library.municode.com/az/gilbert/codes/code_of_ordinances?nodeId=CO_CH30EN_ARTIIIPOPR_S30-52DE	Procedures implemented for the identification of parties responsible for various components of the drainage system. 180 inspections resulted in 143 parties being contacted concerning their obligations to maintain the stormwater infrastructure.
Inventory	Stormwater control inventory of new development and redevelopment sites.	Yes		Once construction is complete the contractor submits as-built plans. The Town finalizes these plans and post-construction structural stormwater control measures that discharge to the MS4 are catalogued in the Town's geodatabase.



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Training	Training for appropriate Town employees is provided on an annual basis.	Yes		Town staff is trained to spot illicit discharges and potential stormwater pollution and report to the appropriate working groups for investigation and elimination.
Choose an item.				
Choose an item.				

H-3. Description of Changes in BMPs or Measurable Goals (8.1.3 and 8.4(l))			
BMP modifications: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, provide a brief explanation of each modification below (Add Rows as Necessary).			
ADEQ Directed (8.1.4)	BMP Modified	Analysis of Why BMP Was Ineffective or Infeasible	Analysis of Why BMP is Expected to Achieve Goals
<input type="checkbox"/> Yes			
<input type="checkbox"/> Yes			
<input type="checkbox"/> Yes			



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H-2. Post-Construction Stormwater Management in New Development and Redevelopment (8.4(j))	
Number of Sites Requiring Post-Construction Controls	Number of Post-Construction Stormwater Controls Inspected
0	180
Number of Post-Construction Stormwater Control Violations	Number of Post-Construction Stormwater Control Violations Resolved
143	143

H-4. Post-Construction Stormwater Management in New Development and Redevelopment (6.4.1) Provide a Summary of Activities Planned for the Next Reporting Period in the Following Table			
Best Management Practices	Measurable Goal (steps to measure progress)	Summary of Planned Activities	Proposed Schedule
Site Plan Review	Storm drainage system technical design manual review and assessment.	Continue if necessary to hold meetings between Environmental Compliance and Development Services along with local contractors to improve or change design specifications.	As needed throughout the reporting period.
Inspections	Long-term operation and maintenance controls inspected and issues resolved.	Procedures implemented for the identification of parties responsible for various components of the drainage system. Inspections made on a sight need basis and also for reports/complaints.	As needed and as they are reported throughout the year.

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<p>Inventory</p>	<p>Stormwater control inventory of new development and redevelopment sites.</p>	<p>Once construction is complete the contractor submits as-built plans. The Town finalizes these plans and post-construction structural stormwater control measures that discharge to the MS4 are catalogued in the Town's geodatabase.</p>	<p>As necessary throughout the reporting period.</p>
<p>Training</p>	<p>Training for appropriate Town employees is provided on an annual basis.</p>	<p>Town staff is trained to spot illicit discharges and potential stormwater pollution and report to the appropriate working groups for investigation and elimination.</p>	<p>Annual training to all relevant Town employees will be provided either in person or via the online training module (silkroad).</p>

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I. POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS (6.4.6)			
I-1. Summary of Pollution Prevention and Good Housekeeping BMPs in the Following Table			
Facility Name (Group Facilities as Appropriate)	Best Management Practices	Measurable Goal (steps to measure progress)	Summary of Results and Effectiveness (8.1.2)
Streets	Street Sweeping	Sweep and report miles and tonnage of material removed.	Streets Department cleaned 39,776 miles of Town in FY17.
Sanitary Sewer	Implement Controls	Wastewater cleans 20% and CCTVs 15% of all Town collection systems annually to allow for proper flow and alleviate sanitary sewer overflows caused by lack of maintenance.	Wastewater Department cleaned 154 miles of sanitary sewer in FY17. The wastewater department CCTV'd 116 miles of the sanitary sewer in FY17.
All Town Owned Infrastructure Maintenance	O&M Procedures	Annually clean all catch basins and drywells. Implement inspection and cleaning schedule.	Evaluating the cost/benefit of doing this in house versus hiring a contract company.
Household Hazardous Waste Collection Facility	O&M Procedures	Provide a place for residents to drop off hazardous materials that can be reused, recycled, or properly managed for disposal.	9273 residents dropped off 514,424 pounds of material in FY17. Of this 90% was reused or recycled.

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All Town owned Facilities	Inspections	Quarterly inspections of all Town owned facilities for illicit discharges and/or necessary maintenance.	48 Town owned facilities were identified with stormwater infrastructure and inspected quarterly to include; well sites, public works yards, lifts stations, pump stations, parks, community building, fire stations, and the civic center campus.
North and South Area Service Centers (Fueling Areas)	Implement Controls	Implement Controls to educate all individuals that use the fueling areas.	Signage has been added to the fuel stations as well as spill kits with directions for use. 220 Chandler Unified School District Bus Drivers received in person training concerning fueling and stormwater pollution prevention.
North and South Area Service Center	Implement Controls	Implement Controls to prevent pollution into the storm drains in the North and South Public Works Yards.	Six hydrocarbon filter inserts were installed into storm drains at the Public Works Yards. All the storm drain inlets at each yard were marked with No Dumping monuments.
Staff Training	Training	Town staff is trained to spot illicit discharges and potential stormwater pollution and report to the appropriate working groups for investigation and elimination annually.	Annual training to all relevant Town employees will be provided either in person or via the online training module (silkroad).

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I-2. Description of Changes in BMPs and Measurable Goals (8.1.3 and 8.4(I))			
BMP modifications: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. If yes, provide a brief explanation of each modification below (Add Rows as Necessary).			
ADEQ Directed (8.1.4)	BMP Modified	Analysis of Why BMP Was Ineffective or Infeasible	Analysis of Why BMP is Expected to Achieve Goals
<input type="checkbox"/> Yes	Town Facility Inspections	Inspections were not being completed in a technical/tracked manner and being documented.	Adding quarterly inspections of all Town owned Facilities will ensure detection and elimination of illicit discharges within those facilities.
<input type="checkbox"/> Yes			
<input type="checkbox"/> Yes			

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I-3. Updates to Operation and Maintenance Programs (6.4.6 (a-g))

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I-4. Pollution Prevention and Good Housekeeping for Municipal Operations Provide a Summary of Activities Planned for the Next Reporting Period in the Following Table			
Best Management Practices	Measurable Goal (steps to measure progress)	Summary of Planned Activities	Proposed Schedule
Operations and Maintenance Procedures	Update procedures for cleaning of stormwater infrastructure within the Streets Department.	Assess the current procedures and update/improve where necessary.	Review of current procedures with Streets Department. Suggest updates or improvements. Replace current procedures with the new ones.
Street Sweeping	Sweep and report miles and tonnage of material removed.	Continue street sweeping	Throughout the reporting period.
Infrastructure Inspections and Maintenance	Inspect and Maintain town-owned infrastructure. To include catch basins, retention basins, storm drain inlets, drywells, and other conveyances of stormwater.	Evaluating the cost/benefit of doing this in house versus hiring a contract company.	Continue to inspect reports of issues from employees. Inspect town owned facilities and outfalls quarterly.
Sanitary Sewer	Wastewater cleans 20% and CCTVs 15% of all Town collection systems annually to allow for proper flow and alleviate sanitary sewer overflows caused by lack of maintenance.	Continue plan of operations and maintenance of sanitary sewer within the wastewater department.	Throughout the reporting period.
Household Hazardous Waste Collection Facility	Provide a place for residents to drop off hazardous materials that can be reused, recycled, or properly managed for disposal.	Continue to have the Household Hazardous Waste Collection Facility Operational and available to the residents of Gilbert to properly dispose of their household hazardous waste products.	Continually, throughout the reporting period.

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<p>Implement Pollution Controls</p>	<p>Implement Controls to prevent pollution into the storm drains at Town owned Facilities.</p>	<p>Review the current pollution prevention controls while inspecting town facilities especially the North and South Area Service Center (public works yards) and implement or replace controls as deemed necessary.</p>	<p>Quarterly inspections of Town owned facilities shall mark areas where pollution controls need to be repaired, replaced, or implemented.</p>
<p>Training</p>	<p>Relevant Staff trained annually.</p>	<p>Town staff is trained to spot illicit discharges and potential stormwater pollution and report to the appropriate working groups for investigation and elimination annually.</p>	<p>Annual training to all relevant Town employees will be provided either in person or via the online training module (silkroad).</p>

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J. Receiving Waters and Monitoring (7.0)					
Name of Receiving Water Included in Appendix B	Number of Outfalls	Receiving Water Listed as Impaired, Not-Attaining and/or OAW	Listed Pollutants	TMDL	Analytical Monitoring Conducted this Reporting Year?
Sonoqui Wash	9	No		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Queen Creek Wash	6	No		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Western Canal	4	No		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
East Maricopa Floodway	2	No		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Eastern Canal	3	No		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No



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Receiving Water	How many outfalls will be sampled?	List parameter(s) to be analyzed	Provide a description of selected BMPs and how they will specifically address the pollutant(s) causing the impairments or how the BMPS will be protective of the OAW



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Certification

The annual report must be signed by either a principal executive officer or ranking elected official, or by a duly authorized representative (refer to Permit Part 9.9(a)).

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature

Date (mm/dd/yyyy)

Name (printed)

Title