

**Municipality/Organization: Town of Gilbert**

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**Annual Report Number  
& Reporting Period:**

**Year: 2015  
July 1, 2014 – June 30, 2015**

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## **Small MS4 General Permit Annual Report**

### **Part I. General Information**

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#### Certification:

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 gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the 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: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Part II. Summary of Minimum Control Measures

### 1. Public Education and Outreach

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Implementation/Progress on Goal(s)	Planned Activities
1.1	Produce informative materials for public distribution regarding Household Hazardous Waste operations facility	HHW/Stormwater	Expand the program to include how proper disposal of HHW can positively affect Stormwater	Develop and produce updated brochures and handouts during FY14.	Distribute information to the public regarding Stormwater at the HHW facility and public events. (attachments 1-7, and show docs. 2-6)
1.2	Educational Partnerships with STORM	STORM	Continue participation in regional work groups on municipal stormwater issues.	Gilbert is an active member of Stormwater Outreach for Regional Municipalities (STORM). Gilbert also communicates independently with various municipalities on stormwater issues and questions.	Participate in organized outreach events. (attachments 8-11, and show docs. 1-12)
1.3	Maintain TOG Stormwater webpage	Webmaster/Stormwater	Maintain webpage for Stormwater.	Collaborate with IT to best utilize the TOG website to educate the public on programs and policies related to stormwater. Update website via IT when necessary to keep current and effective	Desired webpage would include but not be limited to the following: Education regarding Stormwater, 24 hour hotline for emergencies, online complaint/concern form. Provide volunteer opportunities (See folder for Business, HHW, and HOA's, screen shots 1-7, and show docs. 0-21)
1.4	Improve and post fact sheets regarding Stormwater	Stormwater	Review/update current fact sheets for FY15. Create new sheets for FY16.	Fact sheets available to the public via the TOG website Ongoing update annually or as needed.	Current fact sheets will be distributed during outreach events and made available at the HHW facility. (See show docs. 0-21)
1.5	Stormwater to partner with TOG Water Conservation Outreach Program beginning in the 16-17 school years.	Water Conservation/Stormwater	Create and implement stormwater curriculum to be added to the TOG Water Conservation Program. Beginning in 16-17 school year	Draft and implement curriculum for school outreach in conjunction with current Water Conservation Outreach Program.	Partner with Water Conservation on schedules already in place within Gilbert area schools beginning in the 16-17 school year. (see attachment 8.1)

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1.6	Update brochure for lawn care and pet waste.	Stormwater	Update brochures to distribute at outreach events in FY15.	Distribute brochures at outreach events in FY16. Ongoing update annually or as needed.	Distribute brochures at TOG outreach events and post on the website. (see showdocs.2, 4, and 12)
1.7	Update materials to restaurants on good housekeeping and how their operations impact our MS4	Stormwater/Wastewater	Update brochures to distribute at outreach events and during on-site visits in FY16.	Distribute brochures at outreach events and during on-site visits in FY16. Hand out during pretreatment inspections.	Distribute brochures at TOG outreach events, during on-site visits and post on the website. (see showdocs.3, 4, 8, and 14)
1.9	Update educational material for small business owners.	Stormwater/Small Business Association	Update brochures to distribute at outreach events and during on-site visits in FY16.	Distribute brochures at outreach events in FY16. Ongoing update annually or as needed.	Distribute brochures at TOG outreach events and post on the website. (see showdocs.15-21)
1.9	Update educational material for agricultural farmers.	Stormwater/Farmer Alliances	Develop and produce brochure to distribute at outreach events and during on-site visits in FY16.	Distribute brochures at outreach events in FY16. Ongoing update annually or as needed.	Distribute brochures at TOG outreach events and post on the website. (See showdocs.3, 4, 11, 13, and 16)
1.10	Develop and distribute no less than one educational material for developers.	Stormwater/Association of Developers	Develop and produce brochures to distribute at outreach events in FY16. Collaborate with the Association of Developers	Create and distribute brochures at outreach events in FY16. Ongoing update annually or as needed.	Distribute brochures at TOG outreach events and post on the website. (See showdocs.0, 2, 3, 4, 12, 17, and folder Inspection forms and Training folder)
1.11	Update educational material for the construction industry.	Stormwater/Association Contractors	Update brochures to distribute at outreach events or during on-site visits in FY16. Team up with Association of Contractors.	Distribute brochures at outreach events in FY16. Ongoing update annually or as needed.	Distribute brochures at TOG outreach events and post on the website. (See showdocs.0, 2, 3, 4, 12, 17, and folder Inspection forms and Training folder)
1.12	Develop and distribute at least one educational material for recreational water users.	Stormwater	Develop and produce brochures to distribute at outreach events in FY16. Team up with sporting goods stores	Create and distribute brochures at outreach events in FY16.	Distribute brochures at TOG outreach events and post on the website and handout to sporting goods stores. (See HOA's folder)
1.13	Develop and distribute at least one educational material for the general public (English).	Webmaster/Stormwater	Gilbert's website and outreach events	Create and distribute brochures at outreach events in FY16 and post on gilbert's website. Ongoing update annually or as needed.	Distribute brochures at TOG outreach events and post on the website. See attachment 8.1

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1.14	Update educational material for commercial and industrial businesses in Gilbert.	Webmaster/Stormwater	Gilbert's website and outreach events	Distribute brochures at outreach events or during on-site visits in FY16	Pretreatment inspectors distribute brochures during business inspections. Fact sheets and other information are also available on the website (see showdocs.3, 4, 8, and 14)
1.15	Update educational material for residents on septic systems.	Webmaster/Stormwater	Gilbert's website and outreach events	Distribute brochures at outreach events in FY16. Ongoing update annually or as needed.	Distribute brochures at TOG outreach events and post on the website. (See showdoc.13)
1.16	Develop and distribute at least one educational material for architects on stormwater considerations.	Webmaster/Stormwater	Gilbert's website and outreach events	Create and distribute brochures at outreach events or during on-site visits in FY16. Ongoing update annually or as needed	Distribute brochures at TOG outreach events and post on the website. (See showdoc.0)
1.17	Post stormwater educational information on Gilbert's website.	Webmaster/Stormwater	Gilbert's website and outreach events	Post new and updated information concerning Stormwater on the website. Ongoing update annually or as needed.	Distribute brochures at TOG outreach events and post on the website. (See folder for Business, HHW, and HOA's, screen shots 1-7, and show docs. 0-21)
1.18	Update stormwater information annually or as needed.	Webmaster/Stormwater	Gilbert's website and outreach events	Post new and updated information concerning Stormwater on the website. Ongoing update annually or as needed.	Distribute brochures at TOG outreach events and post on the website. (see Ordinance, PW&ES, and SWMP)
1.19	Provide a place on the website where residents can request information or report violations/complaints.	Webmaster/Stormwater	Gilbert's website and outreach events	Post new and updated information concerning Stormwater on the website. The website will direct a person to a phone number for complaints.	Distribute brochures at TOG outreach events and post on the website. (see screen shot website 1-7)
1.20	Publicize opportunities to comment about the program or report possible violations and complaints.	Webmaster/Stormwater	Gilbert's website and outreach events	Post new and updated information concerning stormwater on the website. The website will direct a person to a phone number for complaints.	Distribute brochures at TOG outreach events and post on the website. (see screen shot website 1-7)

1.21	Conduct complaint investigations and management.	Webmaster/Stormwater	Resident contact and reporting. Provide educational materials specific to the complaint	Post new and updated information concerning Stormwater on the website. The website will direct a person to a phone number for complaints.	Contact complainant. Distribute brochures at TOG outreach events and post on the website. (see screen shot website 1-7 and inspection form folder)
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## 2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Implementation/Progress on Goal(s)	Planned Activities
2.1	HOA'S/Lake communities	Community services/ Stormwater	Visit with 10% of HOA's in Gilbert each year. Team up with boy scouts and create Eagle scout projects to help with outreach events	Partner with communities to coordinate trainings and outreach.	Outreach to HOA's; distribute Stormwater information on operation and maintenance of drywells and private storm systems within their community. (See folder for HOA's)
2.2	Hospitals/ Restaurants	Stormwater/ Pretreatment	Annually visit with 5% of hospitals and restaurants in Gilbert.	Work with Pretreatment staff to create a list of hospitals/Restaurants and identify a point of contact.	Visit Hospitals/restaurants to distribute Stormwater information on good housekeeping practices, and operation and routine maintenance of drywells and private storm systems. Pretreatment inspectors distribute a flyer during Hospitals/restaurant inspections. Fact sheets and other information are also available on the website (see showdocs.3, 4, 8, 14, and 15)

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Implementation/Progress on Goal(s)	Planned Activities
2.3	Industrial/Commercial businesses	Stormwater/ Pretreatment	Annually visit with 5% of industrial/commercial businesses in Gilbert.	Work with Pretreatment staff to generate a list of industrial/commercial businesses and identify a point of contact.	Visit Industrial/Commercial businesses to distribute Stormwater information on good housekeeping practices, and operation and routine maintenance of drywells and private storm systems. Pretreatment inspectors distribute a flyer during Hospitals/restaurant inspections. Fact sheets and other information are also available on the website (see showdocs.3, 4, 8, 14, and 15)
2.4	Developers/homebuilders/ construction companies, Small Business Association	Planning, Community Services, and stormwater	Annually visit 5% of developers/homebuilders/construction companies, and SBA in Gilbert.	Obtain a list from the TOG Planning Department of potential/current developers/homebuilders/construction companies and identify a point of contact. Ongoing update annually or as needed.	Visit developers/homebuilders/construction companies, and SBA to communicate the TOG expectations in regards to Stormwater and their role within that structure. Provide valuable materials and training in order to form a successful partnership that benefits both parties. (see training and public education and outreach folder)
2.5	Public Works, offsite & onsite inspectors, and Planning	Public Works, Planning, and Inspections	Establish a training program on good house-keeping, construction, and post construction	Determine a schedule with directors for department stormwater training. Ongoing update annually or as needed.	Train 75% of the workforce in respective sections by FY16. Continue training each department annually. (see training and public education and outreach folder)
2.6	Police and Fire	Police and Fire	Design a good house-keeping training program	Determine a schedule with TOG Fire Chief and Police Chief for department Stormwater training. Ongoing update annually or as needed.	Train 25% of the workforce in respective sections by FY16. Continue training each department annually. (see training and public education and outreach folder)

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2.7	Stormwater Advisory Committee	Public Works	Establish a committee by spring FY16 with charge of recommending improvements to the SMWP and hosting annual meetings; record number of meetings.	Committee review SWMP and recommend improvements.	Continue to hold annual meetings and improve SWMP as recommended. (see training and public education and outreach folder)
2.8	Ordinance and Policies	Stormwater/public	Establish a committee by spring FY16 with charge of recommending improvements to the SMWP and hosting annual meetings; record number of meetings.	Publish adopted ordinance and policy. Committee review ordinance policy and recommend improvements by FY16.	Continue to hold annual meetings and improve and make changes to the ordinance as recommended. (see Ordinance, PW&ES, SWMP, and inspection forms)
2.9	Develop a list of occasional incidental non-stormwater discharges.	Stormwater/public	Develop a tracking mechanism for IDDE	Work with the different departments within Gilbert to gain a comprehensive list of possible non-stormwater discharges.	Continue to hold annual meetings. Update as needed. (see Ordinance, PW&ES, SWMP, and inspection forms)
2.10	Public education & outreach	Stormwater/webmaster	Post stormwater educational information on Gilbert's website.	Work with Water Conservation and Environmental Services to improve Gilbert's message for stormwater by FY16	Continue to hold annual meetings. (see training and public education and outreach folder)
2.11	Public Education & Outreach	Stormwater/webmaster	Update stormwater information annually or as needed.	Work with Gilbert's webmaster to update the website. Ongoing	Continue to hold annual meeting updating as needed. (see training and public education and outreach folder)
2.13	Public participation & involvement	Stormwater/webmaster/public	Post SWMP, ordinance & permit on Gilbert website.	Public review of Stormwater Management Program, ordinance & permit.	Post on the website for feedback and implement focus groups for input. (see Ordinance, PW&ES, and SWMP)
2.14	Public participation & involvement	Presentation meetings for stakeholders	Develop stormwater presentation.	Create a focus group, including key stake holders, allowing them to participate in the development of the stormwater presentation. Implement in FY16	Post on the website for feedback and implement focus groups for input. (see training and public education and outreach folder)

### 3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Implementation/Progress on Goal(s)	Planned Activities
3.1	Identify & map outfalls and receiving waters	GIS/Stormwater	50% completed by the end of FY16.	Field verifies GIS maps. Ongoing document field verifications on the GIS map.	Reference GPS infrastructure on GIS map. (See GIS map book folder)
3.2	Update ordinance and Policies	Public Works Director/Stormwater	Changes to be implemented by end of FY16.	Partner with Public Works Director to prepare changes for Council approval and implementation. Include the new regulations crafted by ADEQ.	Implement Council approved changes and ratify new ordinance. (see Ordinance, PW&ES, and SWMP)
3.3	Draft Illicit Connection Bylaw	Public Works Director/Stormwater	Draft Illicit Connection Bylaw by FY16.	Partner with Public Works Director to prepare changes for Council approval and implementation. To be ratified with the updates with the ordinance.	Implement Council approved changes and ratify new bylaw. On track to be updated with our ordinance updates.
3.4	Screen outfalls for illicit connections	Public Works/Stormwater	Screen all outfalls by Spring FY16; record number of outfalls inspected/screened, number of illicit connections found and illicit connections removed.	Complete field screening of 75% of outfalls concurrent with GPS effort. Identify outfalls for prioritized investigation using ADEQ's Illicit Discharge Detection & Elimination Protocol by end of FY16. The goal of 75% was completed in FY15.	Complete field screening and IDDE investigations. (see inspections Dry and Wet)
3.5	Inspections and enforcement	Public Works/Streets	Inspect 10% of existing storm drain system components that are not readily observable, annually.	Systematically map and CCTV 20%, annually.	Evaluate 20% of the storm system. Make necessary repairs or replace any troubled areas. This is performed internally and by contractor annually and log into Lucity our work order management program
3.6	Inspections and enforcement	Public Works/Wastewater	Inspect stormwater structures in conjunction with pretreatment inspections	Create an inspection checklist for Stormwater to verify inspection of structures.	Document all inspections on the storm structures. This is performed internally. (see inspection forms folder)

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3.7	Inspections and enforcement	Public Works/Streets	Inspect 20% of Streets division to include curb inlets, catch basins, and associated structures in conjunction with the cleaning program.	Map and identify 20% of Streets infrastructure to be cleaned annually.	This is performed internally and by contractor annually and logged into Lucity, our work order management program. (see Ordinance, PW&ES, and SWMP)
3.8	Inspections and enforcement	Public works/ Wastewater/ Development Services	Develop inspection schedule for other industrial users. Implement by FY16.	Perform inspections at industrial sites. This will be a joint effort with the different departments within Gilbert. Implement by FY16.	Document all inspections on the storm structures. This is performed internally. (see inspection forms folder)
3.9	Inspections and enforcement	Develop inspection schedule for commercial establishments.	Develop inspection schedule for other commercial users. Implement by FY16.	Perform inspections at commercial sites. This will be a joint effort with the different departments within Gilbert.	(see Ordinance, PW&ES, and SWMP)
3.10	Training of Wastewater division	Stormwater/Wastewater	Establish a training program for Wastewater to capture all aspects of stormwater by FY16	Train 75% percent of the Wastewater division by FY16 to include inspections and IDDE.	Document all training and incorporate a tracking mechanism for reporting. (see Training folder)
3.12	Inspections and enforcement	Streets division	Ongoing. Over 2,000 structures are inspected annually and cleaned as needed.	Ongoing continue increasing the inspections done as the infrastructure increases and our system ages. Inspections of curb inlets, catch basins, and associated structures in conjunction with the cleaning program, 20% per year.	This is performed internally and by contractor annually and log into Lucity our work order management program.
3.13	Inspections and enforcement	Stormwater/Public Works Director and division managers	Coordinate with the different departments within Gilbert to qualify the inspections. Ongoing annually update program	Wastewater will perform dry weather inspections of identified discharge outfalls to waters of the US. Ongoing continue to field verify what on GIS and update changes.	Update the training program annually. (see inspection forms folder)

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3.14	Training of onsite inspectors	Stormwater/inspectors	Establish a training program for onsite inspectors to capture all aspects of stormwater by FY16	Construct a Stormwater Management Training Program. Training will equip inspectors with tools necessary for inspection of the SWMP by the end of FY16. Train 75% percent of the Inspectors	Create a rough draft of training program. Pilot training program with division managers. (see Training, and inspection forms folder)
3.15	Training of Water Department	Stormwater/Water	Establish a training program for Water to capture all aspects of stormwater by FY16.	Train 75% percent of the Water department by FY-16 to include inspections and IDDE	Document all training and incorporate a tracking mechanism for reporting. (see Training folder)
3.16	Training of Streets division	Stormwater/Streets	Establish a training program for Streets to capture all aspects of stormwater by FY16.	Train 75% percent of the Streets department by FY16 to include inspections and IDDE	Document all training and incorporate a tracking mechanism for reporting. (see Training, and inspection forms folder)
3.17	Training of Environmental Services	Stormwater/Environmental Services	Establish a training program for Environmental Services to capture all aspects of stormwater by FY16.	Train 75% percent of the Environmental Services department by FY16 to include inspections and IDDE.	Document all training and incorporate a tracking mechanism for reporting. (see Training, and inspection forms folder)

#### 4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Implementation/Progress on Goal(s)	Planned Activities
4.1	Site Plan Review	Building/offsite inspectors/Stormwater	Update site plan review procedures consistent with bylaws and prepare checklist of sign-off protocols; document construction effort for compliance with the SWMP	Develop a process to implement adherence to policies for all current projects that requires Engineering to review and approve plans. Coordinate the distribution of NOI's to all parties involved.	Implement new bylaws and policies when approved and modify related documents as necessary. (see Training folder)
4.2	Site Inspections	Building/offsite inspectors	Continue site inspection process in FY16; record number of site inspections completed.	Implemented inspection program in FY15 consistent with bylaws and regulations.	Continue program implementation. (see Training and inspection forms folder)
4.3	Establish hotline and online form to report non-compliant activities	Webmaster/Stormwater	Implement by spring FY16; record number of complaints and actions taken.	Create and regularly maintain webpage. Record and note actions taken on all incoming complaints received.	Continue program implementation. (see BMP's folder)
4.4	Create a training program for Planning	Planning/Director/Stormwater	Establish a training program reviewing NOI's and NOT's	Capture and review all NOI's and NOT's. Share information with all stakeholders.	Continue program implementation. (see Training folder)
4.5	Create a pre-construction program for developers and contractors	Developers/contractors/Stormwater	Conduct pre-construction meetings to outline TOG policies and procedures with developers and contractors.	Communicate expectations and TOG policies to developers and contractors.	Continue program implementation. (see Training folder)

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

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Implementation/Progress on Goal(s)	Planned Activities
5.1	Stormwater management and regulations for sites one acre and greater	Engineering/Public Works Director/Stormwater	Review existing procedures for adequacy and completeness by FY16. If required, prepare bylaw changes for FY16.	Obtain council approval of modified bylaws in FY16 and revised stormwater use regulations accordingly.	Enforce bylaw and regulations. (see Ordinance, PW&ES, and SWMP)
5.2	Non-structural and structural BMPs	Engineering/Public Works	Review Gilbert's Public Works and Engineering Design and Specifications manual.	Make changes to the design and specification manual to incorporate new BMP's promoting healthy stormwater practices	Enforce the new designs and specifications. (see Ordinance, PW&ES, and SWMP)
5.3	Long-term operation and maintenance controls.	Engineering/Public Works/GIS & HOA's	Develop and implement procedures for the identification of party responsibilities for various components of existing drainage system.	Notify responsible parties of their obligation to operate and maintain infrastructure in compliance of procedures.	Evaluate the effectiveness of drainage system during and after rain events. (see Ordinance, PW&ES, and SWMP)
5.4	Long-term operation and maintenance controls	Engineering/Public Works/GIS & HOA's	Develop and implement system for inputting responsible party information for new storm drain components.	Continue to update system semi-annually	Deploy system in FY16. (see Ordinance, PW&ES, and SWMP)

## 6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Implementation/Progress on Goal(s)	Planned Activities
6.1	Street Sweeping operations	Streets/Stormwater	Review street sweeping schedule to identify areas prone to debris accumulation. Designate “hotspots” to be swept for all types of weather events	Complete annual sweeping and monitor results	Sweep all major arterial streets twice a year. (see annual report inspection numbers)
6.2	Employee training	Public Works	Conduct annual Stormwater Pollution Prevention training in the winter.	Provide ½ day training workshop to all key department staff regarding pollution prevention practices and SWMP implementation.	Conduct ½ day training workshop. Use feedback from previous years training to target/focus agenda items. (see Training folder)
6.3	Predictive Catch Basin Cleaning Program.	Streets	Annually clean all catch basins. Record annual costs	Use screenings volume and frequency data from program to refine an optimized inspection and cleaning schedule.	Implement inspection and cleaning schedule. Evaluate cost/benefit of in house vs contract cleaning. (see annual report inspection numbers and inspections folder)
6.4	Preventive maintenance cleaning and CCTV	Wastewater	Clean 20% and CCTV 15% of the collections system annually.	Use screenings volume and frequency data from program to refine an optimized inspection and cleaning schedule.	Implement inspection and cleaning schedule. Using TOG and contractor resources to achieve the goals. . (see annual report inspection numbers)
6.5	O&M Program for TOG structural BMPs	Public Works	Implement O&M program in FY16	Implement new O&M procedures for the TOG detention basins.	Continue with new O&M procedures.
6.6	Vehicle washing	PublicWorks/Fleet/Wastewater	Create BMP’s for TOG owned wash bays	Post signs of BMP’s at each wash bay. (Ongoing)	Evaluate BMP’s at the wash bays annually
6.7	Site inspections of Public Works north yard	Stormwater/Public Works	Create an inspection plan and inspection form to document the outcome of the inspection. Make recommendations for improvements were needed.	Annual site inspection will be required. Necessary follow up will be accomplished.	Continue to update Gilbert’s inspection program (see inspection forms and inspections folder)

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6.8	Site inspections of Public Works south yard	Stormwater/public works	Create an inspection plan and inspection form to document the outcome of the inspection. Make recommendations for improvements were needed.	Annual site inspection will be required. Necessary follow up will be accomplished.	Continue to update Gilbert's inspection program (see inspection forms and inspections folder)
6.9	Site inspections of Parks north yard	Stormwater/Parks	Create an inspection plan and inspection form to document the outcome of the inspection. Make recommendations for improvements were needed.	Annual site inspection will be required. Necessary follow up will be accomplished.	Continue to update Gilbert's inspection program (see inspection forms and inspections folder)
6.10	Site inspections of Parks south yard	Stormwater/Parks	Create an inspection plan and inspection form to document the outcome of the inspection. Make recommendations for improvements were needed.	Annual site inspection will be required. Necessary follow up will be accomplished.	Continue to update Gilbert's inspection program (see inspection forms and inspections folder)
6.11	Site inspections of Fleet north service area	Stormwater/Fleet	Create an inspection plan and inspection form to document the outcome of the inspection. Make recommendations for improvements were needed.	Annual site inspection will be required. Necessary follow up will be accomplished.	Continue to update Gilbert's inspection program (see inspection forms and inspections folder)
6.12	Site inspections of Fleet south service area	Stormwater/Fleet	Create an inspection plan and inspection form to document the outcome of the inspection. Make recommendations for improvements were needed.	Annual site inspection will be required. Necessary follow up will be accomplished.	Continue to update Gilbert's inspection program (see inspection forms and inspections folder)
6.13	Site inspection of Muni 1	Stormwater/Representative	Create an inspection plan and inspection form to document the outcome of the inspection. Make recommendations for improvements were needed.	Annual site inspection will be required. Necessary follow up will be accomplished.	Continue to update Gilbert's inspection program (see inspection forms and inspections folder)

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6.14	Site inspection of Muni 2	Stormwater/Representative	Create an inspection plan and inspection form to document the outcome of the inspection. Make recommendations for improvements were needed.	Annual site inspection will be required. Necessary follow up will be accomplished.	Continue to update Gilbert's inspection program (see inspection forms and inspections folder)
6.15	Locate the out falls of Public Works north yard	Stormwater/Public Works	Create an inspection plan and inspection form to document the outcome of the inspection. Make recommendations for improvements were needed.	Annual site inspection will be required. Necessary follow up will be accomplished.	Continue to update Gilbert's inspection program (see inspection forms and inspections folder)
6.16	Locate the out falls of public works south yard	Stormwater/Public Works	Create an inspection plan and inspection form to document the outcome of the inspection. Make recommendations for improvements were needed.	Annual site inspection will be required. Necessary follow up will be accomplished.	Continue to update Gilbert's inspection program (see inspection forms and inspections folder)