



# ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY



1110 West Washington Street Phoenix, Arizona 85007  
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## Small MS4 Annual Report

**ID #: AZSM69233**

**MS4 Name: TOWN OF GILBERT MS4**

**Reporting Period: 01-Jul-2020 To 30-Jun-2021**

### Main Office

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# Annual Report Summary

## Company Information

**Name :** TOWN OF GILBERT  
 4760 S GREENFIELD RD  
 GILBERT  
 AZ , 85297

**Question:** During this reporting period, was additional land annexed into the regulated MS4 area?

Answer: No

**Question:** Is stormwater sewer mapping 100 percent complete?

Answer: Yes

**Provide the description of the measurable goal:**

As projects are completed the as-builts get updated through our GIS staff.

**Question:** Is outfall mapping 100 percent complete?

Answer: Yes

**Number of outfalls mapped:** 24

**Provide the description of the measurable goal:**

As new infrastructure is implemented, if any of it outfalls to a waterway or a wash it is updated into our outfall map by our GIS team.

**Question:** Is identification of receiving waters information 100 percent complete?

Answer: Yes

**Provide the description of the measurable goal:**

As new infrastructure is implemented, if any of it outfalls to a waterway or a wash it is updated into our outfall map by our GIS team.

**Question:** Has an Illicit Discharge Detection and Elimination (IDDE) enforcement authority or other regulatory mechanism been established?

Answer: Yes

Name	Title/Code/Citation	Effective Date	Inactive Date
Town of Gilbert/Public Works Director	Sec. 30-53 and 30/54	09/30/2016	

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**Question: Has a Construction Site Stormwater Runoff enforcement authority or other regulatory mechanism been established?**

Answer: Yes

Name	Title/Code/Citation	Effective Date	Inactive Date
Town of Gilbert/Public Works Director	Sec. 30-53 and 30/54	09/30/2016	

**Question: Has a Post-Construction Stormwater Management enforcement authority or other regulatory mechanism been established?**

Answer: Yes

Name	Title/Code/Citation	Effective Date	Inactive Date
Town of Gilbert/Public Works Director	Sec. 30-53 and 30/54	09/30/2016	

**Question: For each BMP in the Minimum Control Measure 1: Public Education and Outreach, what was completed during this reporting period?**

Answer:

**BMP Name:** Restaurant Brochures

**Category:** Brochures

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Develop Materials Restaurants for Good Housekeeping.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2017

**Targeted End Date:** 09/29/2021

**Targeted Audience:** Restaurants owners **Frequency:** 1 Annually  
and operators

**Milestone Description:**

Finalized brochure for restaurant good housekeeping for pollution prevention.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2019

**Date:**

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**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

We completed the restaurant brochure for good housekeeping. We have also teamed up with the pre-treatment team who does restaurant inspections of grease interceptors. When they see a restaurant that is adding to pollution they inform us. We provide them with training and the restaurant brochures and make follow-ups if necessary.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

Create educational material and distribute to 70% of pool companies in Gilbert on proper procedures for backwashing and pool draining.

**BMP Name:** Webpage

**Category:** Webpage

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Develop webpage on Town website. Have relevant and up-to-date materials for the public. The general permit available on webpage.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2017

**Targeted End Date:** 09/29/2021

**Targeted Audience:** All people living and working in Gilbert **Frequency:** 4 Annually

**Milestone Description:**

Updates were made to the webpage as necessary this year as well as the updated SWMP and new brochures made available for download.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2019

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

The website will have the most up-to-date and relevant information on our MS4 permit.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

Have relevant and up-to-date materials for the public. The general permit available on webpage.

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**BMP Name:** Outreach

**Category:** Brochures

**Personnel Position/Department:** Hondo Judd Manager/Public works

**BMP Description :**

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.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2017

**Targeted End Date:** 09/29/2021

**Targeted Audience:** Residents, business owners and operators **Frequency:** 1 Annually

**Milestone Description:**

The following brochures were and made available in several locations this year; General Stormwater Pollutants, Drywells, Vehicle Maintenance, Household Hazardous Waste Collection Facility, Lake Communities Stormwater Pollution Prevention, Landscaping, Pool Draining, Carpet Cleaning and Pest Control Industry. 176 brochures were handed out over FY18. (>100%)

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/02/2018

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

The brochures are well liked among the residents. They showcase our BMPs and provide contact information for our team when the residents are in need. Due to Covid, the only function that we were able to hand them out at was a Wash Cleanup. We distributed 35 brochures at that event.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

Continue to update brochures and make them available at different locations throughout Town-owned facilities. Track the amount of brochures handed out.

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**BMP Name:** Local Outreach Group

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**Category:** Regional Municipal Outreach Group

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

***BMP Description :***

Yearly membership with Stormwater Outreach for Regional Municipalities as funding allows.

***Is another government entity responsible for this BMP ?*** No

**Measurable Goals:**

***Start Date:*** 07/01/2017

***Targeted End Date:*** 09/29/2021

***Targeted Audience:*** Public/Industry ***Frequency:*** 1 Monthly

***Milestone Description:***

Town continued membership and participation with Storm members to develop outreach.

***Were milestones/measurable goals achieved for this reporting period?*** Yes

***Actual BMP Start Date:*** 07/01/2019

***Provide a description of BMP effectiveness, including metrics used to determine effectiveness.***

STORM continues to be a useful resource. The shared content has reached millions of viewers according to the STORM Annual Report.

***Provide a summary of activities planned for next reporting period***

***BMP does not apply for next reporting period:*** No

***Milestone Description:***

Yearly membership with Stormwater Outreach for Regional Municipalities as funding allows.

***BMP Name:*** Educational Materials

***Category:*** Promotional/Educational Items

***Personnel Position/Department:*** Hondo Judd/Manager/Public Works

***BMP Description :***

New promotional items ordered in FY18 include; rain gauges, rockin ray paper clip holder, notebooks to be used throughout FY19.

***Is another government entity responsible for this BMP ?*** No

**Measurable Goals:**

***Start Date:*** 07/01/2017

***Targeted End Date:*** 09/29/2021

***Targeted Audience:*** General Public ***Frequency:*** 1 Annually

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**Milestone Description:**

At the 8 events attended; 545 doggie waste bag dispensers were handed out as well as, 200 collapsible dog bowls, 150 grocery bags, 94 pencils, 298 frisbees, and 172 middle school activity booklets, 320 elementary activity books, 49 STorm stamp markers, 30 clean up after your pet reminder stickers.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2019

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

Handed out 126 STORM items at outreach events in FY21.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

Hand out and keep track of all STORM swag at all of the town events that we participate in for FY22.

**BMP Name:** Display/Posters

**Category:** Display/ Posters

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Create and implement stormwater curriculum to be utilized in classrooms.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2017

**Targeted End Date:** 09/29/2021

**Targeted Audience:** Residents and Students **Frequency:** 1 Annually

**Milestone Description:**

Developed classroom program for our use upon request. Had Environmental Education Exchange develop teacher guide in accordance with ADE Curriculum Standard to go along with Stormwater in the Desert Activity Book. Provided content for Water Wise Gilbert Newsletter (950 subscribers).

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2019

**Date:**

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

This educational material is still available on our website and is being promoted to school teachers to use in the classroom.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

We will promote these educational materials to 5 Gilbert schools in FY22.

**BMP Name:** Special Event

**Category:** Special Event

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Attend Town and other local events to share education with the public.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2017

**Targeted End Date:** 09/29/2021

**Targeted Audience:** General Public **Frequency:** 8 Annually

**Milestone Description:**

Attended eight events. In those events 2542 direct contacts to members of the community were made.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2019

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

Attended 6 events. In those events 480 direct contacts to members of the community were made.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

We will continue to attend and create at least 8 Town events to educate the public on stormwater BMPs.

**Question: Minimum Control Measure 1: Public Education and Outreach, Did the program implement any additional BMPs during this reporting period?**

Answer:

**Did the program implement any additional BMPs during this reporting period?** No

**Provide a summary of compliance with the requirements for Minimum Control Measure1.**

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This year we met some challenges with covid, including working from home. However, we were able to adapt and will be even better for it in the coming years.

**Question: For each BMP in the Minimum Control Measure 2: Public Involvement and Participation, what was completed during this reporting period?**

Answer:

**BMP Name:** Public Notice

**Category:** Public Involvement

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

NOI and SWMP available for download and public review on webpage.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2017

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

Finalized updated SWMP and made available on the website.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2019

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

The NOI and SWMP are available on our website for our residents to review and make comments.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

The updated NOI will be added to the website and the SWMP will be reviewed annually. We will take into consideration and respond to any comments that we receive from residents.

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**BMP Name:** Industrial/Commercial Business Outreach

**Category:** Public Involvement

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Visit 5% of industrial/commercial businesses in Gilbert annually.

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**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2017

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

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. Approximately 20% of target reached.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2019

**Date:**

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

The businesses were contacted and inspected to see if they needed an MSGP. None of the businesses were discharging to our MS4.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

Compile the full list of commercial and industrial businesses in Gilbert. Inspect 15% of industrial fabricators.

**BMP Name:** Stormwater Advisory Committee

**Category:** Public Participation

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Establish committee of community members, host meetings to make improvements to the program.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2017

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

Citizen Advisory Committee started in June of 2018. Ongoing meetings scheduled.

**Were milestones/measurable goals achieved for this reporting period?** No

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**ADEQ Directed** No

**Change:**

**Provide a description of the reason(s) why milestones were not met and include measures that will be implemented to get back on schedule.**

Due to Covid this goal wasn't accomplished and we are creating a new panel and way of meeting in the future.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** Yes

**Milestone Description:**

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**BMP Name:** Stormwater Advisory Committee Continued

**Category:** Public Participation

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Continue to work with Advisory Committee to focus outreach efforts.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 3 Annually

**Milestone Description:**

Meet October 2018 and every 4 months after.

**Were milestones/measurable goals achieved for this reporting period?** No

**ADEQ Directed** No

**Change:**

**Provide a description of the reason(s) why milestones were not met and include measures that will be implemented to get back on schedule.**

Committee was postponed due to Covid.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

Develop a new Advisory Committee to brainstorm outreach efforts.

---

**BMP Name:** Volunteer Opportunities

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**Category:** Public Participation

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Coordinate with the community to identify and/ or perform projects that help reduce stormwater pollution and raise pollution prevention awareness.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2017

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

Worked with ASU Volunteer to improve and advertise stormwater content for middle school. Utilized citizen advisory panel to develop plans for FY19 volunteer opportunities. Reached 100% of goal.

**Were milestones/measurable goals achieved for this reporting period?** No

**ADEQ Directed** No

**Change:**

**Provide a description of the reason(s) why milestones were not met and include measures that will be implemented to get back on schedule.**

Due to Covid this goal wasn't accomplished. We are going to restructure this goal by getting an advisory panel.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

Select an advisory panel for stormwater pollution prevention.

**BMP Name:** Public Reporting

**Category:** Public Participation

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Provide a place for residents to request information or report violations.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2017

**Targeted End Date:** 09/29/2021

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**Frequency:** 1 Annually

**Milestone Description:**

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 through direct contact with the Department.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start** 07/01/2019

**Date:**

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

Providing a place for residents to request information and report violations has proven to be a helpful tool. We received 85 reports and resolved 100% of them.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

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 through direct contact with the Department.

**Question: For Minimum Control Measure 2: Public Involvement and Participation, Did the program implement any additional BMPs during this reporting period?**

Answer:

**Did the program implement any additional BMPs during this reporting period?** No

**Provide a summary of compliance with the requirements for Minimum Control Measure2.**

While Public Involvement and Participation has been challenging through the current climate, we were still able to have a wash cleanup with boy scouts and other members of the community to help clean the Sonoqui Wash.

**Question: For each BMP in the Minimum Control Measure 3: Illicit Discharge Detection and Elimination Program, what was completed during this reporting period?**

Answer:

**BMP Name:** Dry Weather Screening

**Category:** Dry Weather Screening

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Inspect 18 active identified discharge points quarterly. Repair, replace, or clean when necessary.

**Is another government entity responsible for this BMP ?** No

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**Measurable Goals:**

**Start Date:** 07/01/2017

**Targeted End Date:** 09/29/2021

**Frequency:** 4 Annually

**Milestone Description:**

Quarterly inspections of outfalls into the Sonoqui Wash, East Maricopa Floodway, Queen Creek Wash, and Freestone Park were completed.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2019

**Date:**

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

Quarterly inspections of outfalls into the Sonoqui Wash, East Maricopa Floodway, Queen Creek Wash, and Freestone Park were completed.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

Inspect 5 active identified discharge points to the Sonoqui and Queen Creek Washes, quarterly. Repair, replace, or clean when necessary.

**BMP Name:** Unpermitted Business

**Category:** Unpermitted Facilities and Activities

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Town will work to identify unpermitted facilities and activities that are discharging to the MS4.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

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 and reported to ADEQ if in need of a MSGP.

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**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Date:**

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

Upon application for business licenses within the Town new industrial facilities are run annually by the Business Licensing Department and the SIC codes are being cross referenced and reported to ADEQ if in need of a MSGP.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** Yes

**Milestone Description:**

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**BMP Name:** Wet Weather Sampling

**Category:** Wet Weather Monitoring

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Water sampling devices will be installed at the 5 identified locations to allow for monitoring of any flow when staff members are not able to get to the outfall during the time of flow.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

Install collection devices during the spring of 2019.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Date:**

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

Water sampling devices were installed at the 5 identified locations to allow for monitoring of any flow when staff members are not able to get to the outfall during the time of flow. Signage was added to help with vandalism.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

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**Milestone Description:**

Water sampling devices that were installed at the 5 identified locations will be monitored when staff members are not able to get to the outfall during the time of flow.

**BMP Name:** Investigating IDDE Reports/Complaints

**Category:** Implement IDDE Program

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Investigate 100% of reports and complaints made to the Town of illicit discharges.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

As illicit discharge reports and complaints are made 100% will be investigated and eliminated.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

Any time we responded to an IDDE event we were able to resolve the situation and regain compliance.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

As illicit discharge reports and complaints are made 100% will be investigated and eliminated.

**BMP Name:** Wet Weather Screening

**Category:** Wet Weather Monitoring

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Five identified discharge points into the Sonoqui wash were monitored during wet weather (twice in wet seasons and twice in dry season) for illicit discharges.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**



**Start Date:** 07/01/2017  
**Targeted End Date:** 09/29/2021  
**Frequency:** 10 Annually

**Milestone Description:**

Wet weather inspections were completed at the five identified outfalls on the Sonoqui Wash twice during the wet season. There were no signs of illicit discharges.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2019

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

Wet weather inspections were completed at the five identified outfalls on the Sonoqui Wash twice during the wet season. There were no signs of illicit discharges.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

Five identified discharge points into the Sonoqui wash were monitored during wet weather (twice in wet seasons and twice in dry season) for illicit discharges.

**BMP Name:** Implement IDDE Program

**Category:** Implement IDDE Program

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Investigate 100% of IDDE reports and/or complaints.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2017

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Daily

**Milestone Description:**

There were 28 reported violations in FY18 and all 28 were investigated. Relevant information was relayed to the appropriate parties.

**Were milestones/measurable goals achieved for this reporting period?** Yes

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**Actual BMP Start** 07/01/2019

**Date:**

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

There were 16 reported violations in FY21 and all 16 were investigated. Relevant information was relayed to the appropriate parties.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

Investigate 100% of IDDE reports and/or complaints.

**BMP Name:** Storm Infrastructure Mapping

**Category:** GIS Mapping

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Have 100% of stormwater infrastructure in the Town mapped on GIS.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

The Town's entire stormwater infrastructure has been mapped on the Town GIS system and continues to be updated whenever there is construction.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start** 07/01/2018

**Date:**

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

The Town's entire stormwater infrastructure has been mapped on the Town GIS system and continues to be updated whenever there is construction or if errors are discovered.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

Have 100% of stormwater infrastructure in the Town mapped on GIS.

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**BMP Name:** Training

**Category:** Staff Training

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Train Town employees annually in relevant positions for stormwater pollution prevention.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2017

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

Annual training for Public Works employees, Planning and Development inspectors, and Fleet. Training for Police and Fire to be established.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2019

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

This is a Duplicate

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** Yes

**Milestone Description:**

**BMP Name:** Inspect and Maintain stormwater infrastructure

**Category:** Infrastructure Maintenance

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Quarterly inspections of all Town owned facilities and outfalls by Environmental Compliance group. To be completed throughout the reporting period.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Two times per year

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**Milestone Description:**

Within the year 20% of Town-owned stormwater infrastructure will be inspected and then will either be cleaned or CCTV'd/both, depending on findings.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

20% of Town-owned stormwater infrastructure was inspected and then was cleaned or CCTV'd/both, depended on findings.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

Within the year 20% of Town-owned stormwater infrastructure will be inspected and then will either be cleaned or CCTV'd/both, depending on findings.

**BMP Name:** Dry weather monitoring

**Category:** Dry Weather Screening

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Conduct quarterly inspections of the 18 outfalls into the Sonoqui Wash, East Maricopa Floodway, Queen Creek Wash, and Western Canal.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

Inspect 18 identified active discharge points, quarterly. Clean, repair, or replace when necessary.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

This is a duplicate

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** Yes

**Milestone Description:**

---

**BMP Name:** Stormwater Sewer Mapping

**Category:** Staff Training

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Have 100% of stormwater infrastructure in the Town mapped on GIS.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2017

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

The Town's entire stormwater infrastructure has been mapped on the Town GIS system and continues to be updated whenever there is construction.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2019

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

This is a duplicate

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** Yes

**Milestone Description:**

---

**BMP Name:** IDDE Training

**Category:** Staff Training

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Train Town employees annually in relevant positions for stormwater pollution prevention. To include IDDE, Good Housekeeping, and Ground Control training.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

Complete Annual training for Public Works staff, field employees, onsite, inspectors offsite inspectors, and fleet. Training for Police and Fire to be established.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

Completed Annual training for Public Works staff, field employees, onsite and offsite inspectors, and fleet.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

Train Town employees annually in relevant positions for stormwater pollution prevention. To include IDDE, Good Housekeeping, SPCC, and Ground Control training.

**BMP Name:** Unpermitted Facilities and Activities

**Category:** Written IDDE Procedures

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Town will work to identify unpermitted facilities and activities that are discharging to the MS4.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2017

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

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.

**Were milestones/measurable goals achieved for this reporting period?** Yes

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**Actual BMP Start** 07/01/2019

**Date:**

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

Upon application for business licenses within the Town new industrial facilities are run annually by the Business Licensing Department and the SIC codes are being cross referenced and reported to ADEQ if in need of a MSGP.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

Town will work to identify unpermitted facilities and activities that are discharging to the MS4.

**BMP Name:** IDDE Program

**Category:** Implement IDDE Program

**Personnel Position/Department:** Hondo Judd/Manager/PublicWorks

**BMP Description :**

Inspect and Maintain Town owned Stormwater infrastructure. CCTV 20% storm system annually.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2017

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

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.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start** 07/01/2019

**Date:**

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

Environmental Compliance maintains the storm drains, curb inlets, catch basins, etc and inspects all Town owned infrastructure. Wastewater maintains the pump stations and collections system.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

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Environmental Compliance maintains the storm drains, curb inlets, catch basins, etc and inspects all Town owned infrastructure. Wastewater maintains the pump stations and collections system. Annually inspect 15% of all town-owned infrastructure and clean as needed.

---

**BMP Name:** Implement Stormwater Ordinance for Town

**Category:** Implement IDDE Program

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

***BMP Description :***

Town ordinance to include enforcement of stormwater pollution.

***Is another government entity responsible for this BMP ?*** No

**Measurable Goals:**

**Start Date:** 07/01/2017

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

***Milestone Description:***

Chapter 30 Article III Ordinance 1590 of Gilbert Town Code covers enforcement rights for stormwater pollution.

***Were milestones/measurable goals achieved for this reporting period?*** Yes

**Actual BMP Start Date:** 07/01/2019

***Provide a description of BMP effectiveness, including metrics used to determine effectiveness.***

Any time we responded to an IDDE event we were able to resolve the situation and regain compliance.

***Provide a summary of activities planned for next reporting period***

***BMP does not apply for next reporting period:*** No

***Milestone Description:***

Chapter 30 Article III Ordinance 1590 of Gilbert Town Code covers enforcement rights for stormwater pollution.

**Question: For Minimum Control Measure 3: Illicit Discharge Detection and Elimination Program, Did the program implement any additional BMPs during this reporting period?**

Answer:

***Did the program implement any additional BMPs during this reporting period?*** No

***Provide a summary of compliance with the requirements for Minimum Control Measure3.***

We will continue to identify any IDDE issues and resolve them to ensure compliance.

**Question: Were staff trained in IDDE Awareness and Response?**

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Answer:

Yes

Sr.No.	Date of Training Event	Training Subject	Number of Employees Trained	Frequency of Training
1	09/01/2020	IDDE Awareness and Response	226	Annually
2	04/14/2021	Spill Prevention Control and Countermeasure Plan	21	Annually

**Question: Minimum Control Measure 1: Illicit Discharge Detection and Elimination Program, Provide the details of the Illicit Discharge Detection and Elimination (IDDE) incidents that occurred during this reporting period.**

Answer:

**Number of IDDE incidents reported in this reporting period:** 18

**Number of IDDE incidents responded to in this reporting period:** 18

Sr.No.	Enforcement Actions	Enforcements Issued	Enforcements Resolved	Enforcements Unresolved
1	NOV	0	0	0
2	NOC	18	18	0
3	Stop Work	0	0	0
4	Admin Order	0	0	0
5	Admin Fines	0	0	0
6	Civil Penalties	0	0	0
7	Criminal Action	0	0	0
	Total	18	18	0

**Question: Were there any unpermitted discharges to the MS4?**

Answer: No

**Question: Were any samples collected to characterize illicit discharge(s) in this reporting period?**

Answer: No

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**Number of Illicit Discharges Sampled are:**

There were not any visible contaminants. Everything was responded to and cleaned before it was able to enter the MS4 or cleaned when it entered the MS4.

**Question: For each BMP in the Minimum Control Measure 4: Construction Activity Stormwater Runoff Control, what was completed during this reporting period?**

Answer:

**BMP Name:** Education and Public Involvement

**Category:** Construction Operator Training

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Conduct 2 additional seminars and workshops with other municipalities and ADEQ.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

Two workshops held in Phoenix Metro area.

**Were milestones/measurable goals achieved for this reporting period?** No

**ADEQ Directed** No

**Change:**

**Provide a description of the reason(s) why milestones were not met and include measures that will be implemented to get back on schedule.**

We were unable to conduct workshops during Covid, so we are modifying the process for the coming year.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** Yes

**Milestone Description:**

---

**BMP Name:** Construction Site Plan Review

**Category:** Site Plan Review

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

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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.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

Site Plan Reviews are conducted to catch any illicit connections at 100% of new sites.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

Yes, 100% of new site plans were reviewed for discrepancies.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

Site Plan Reviews are conducted to catch any illicit connections at 100% of new sites.

**BMP Name:** Waste Control Inspections

**Category:** Control Wastes

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Inspect 25% of active construction sites in the next fiscal year. Inspect Construction Sites to State, County, and Town regulations and standards. As sites are inspected, we will ensure proper disposal and waste is maintained and proper BMPs are in place.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

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As these sites are inspected, we will document and ensure 100% compliance of proper procedures are being followed with waste management. Infractions will be documented and these sites will be revisited to ensure compliance.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

As active construction sites were inspected, 100% were documented and revisited if there were any waste disposal infractions.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

As these sites are inspected, we will document and ensure 100% compliance of proper procedures are being followed with waste management. Infractions will be documented and these sites will be revisited to ensure compliance.

**BMP Name:** Construction Inspections

**Category:** Inspections

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Inspect 25% of 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.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

Inspect sites as they receive their NOI from ADEQ and as necessary throughout the reporting period.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

New sites were inspected as they received their NOI from ADEQ and as necessary throughout the reporting period.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

New sites will have a SWPPP conducted as they are received from our Development Services Team. Target goal is 25 SWPPP inspections per month.

---

**BMP Name:** Ground Control Training

**Category:** Erosion/ Sediment Control

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Staff training for onsite and offsite inspectors who deal with contractors; Ground Control.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

Offsite and onsite inspectors, within Development Services, have been trained to identify illicit discharges and inadequate BMPs.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

Offsite and onsite inspectors, within Development Services, have been trained to identify illicit discharges and inadequate BMPs.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

Offsite and onsite inspectors, within Development Services, have been trained to identify illicit discharges and inadequate BMPs. This will be verified with our Outreach personnel and tracked through NeoGov.

**Question: For Minimum Control Measure 4: Construction Activity Stormwater Runoff Control, Did the program implement any additional BMPs during this reporting period?**

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Answer:

**Did the program implement any additional BMPs during this reporting period?** Yes

**BMP Name:** Education & Outreach

**Provide a description of the BMP, include reason(s) for implementing the BMP, its effectiveness, frequency, and goal:**

BMP Construction Posters will be handed out at all SWPPP Inspections.

**Will this BMP be used for future reporting periods?** Yes

Please add this BMP to the NOI to have it auto-populate in future annual reports

**BMP Name:** Education

**Provide a description of the BMP, include reason(s) for implementing the BMP, its effectiveness, frequency, and goal:**

Construction site BMP's and Town Ordinance will be included in all pre-application packets for all new construction.

**Will this BMP be used for future reporting periods?** Yes

Please add this BMP to the NOI to have it auto-populate in future annual reports

**Provide a summary of compliance with the requirements for Minimum Control Measure4.**

Although some education and outreach opportunities were missed during Covid, we have formulated a new strategy to reach our construction industry.

**Question: Were any construction activity operator training events conducted?**

Answer:

No

**Why weren't training events conducted?**

We were unable to modify our delivery to meet Covid restrictions, but have come up with a new strategy to reach the construction industry.

**Question: Minimum Control Measure 4: Construction Activity Stormwater Runoff Control, Provide the details of the construction activity complaints and inspections that were conducted during this reporting period.**

Answer:

**Number of active construction sites in this reporting period:** 80

**Has an inspection frequency been developed and implemented?** YES

**Number of active construction sites inspected at least weekly:** 4

**Number of active construction sites inspected at least one time every six months:** 80

**Number of active construction sites inspected at least monthly:** 16

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**Number of active construction sites inspected at least annually:** 80

**Number of construction activity complaints that were resolved or responded to:** 46

**Number of active construction sites not inspected:** 0

**Number of construction activity complaints received in this reporting period:** 46

**Number of active construction sites that required re-inspections in this reporting period:** 30

Sr.No.	Enforcement Actions	Enforcements Issued	Enforcements Resolved	Enforcements Unresolved
1	NOV	0	0	0
2	NOC	46	46	0
3	Stop Work	0	0	0
4	Admin Order	0	0	0
5	Admin Fines	0	0	0
6	Civil Penalties	0	0	0
7	Criminal Action	0	0	0
	Total	46	46	0

**Question: For each BMP in the Minimum Control Measure 5: Post-Construction Stormwater Management in New Development and Redevelopment, what was completed during this reporting period?**

Answer:

**BMP Name:** Site Plan Reviews

**Category:** Site Plan Reviews

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Storm drainage system technical design manual review and assessment.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

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**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

Some design specification meetings and training events took place in FY18 between Environmental Compliance and Development Services along with local contractors.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

In FY21 we had quarterly meetings with Development Services on our Stormwater Standards, Details, and Specifications to go over recommendations for changes and implement those changes for construction activities.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

We will have quarterly meetings with Development Services on our Stormwater Standards, Details, and Specifications to go over recommendations for changes and implement those changes for construction activities.

**BMP Name:** Inventory

**Category:** Inventory

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Stormwater control inventory of new development and redevelopment sites.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

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. Everything privately and publicly owned is documented within the GIS system.



**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Date:**

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

Once construction is completed the as-built plans were recorded and documented into our GIS system.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

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. Everything privately and publicly owned is documented within the GIS system.

**BMP Name:** O&M

**Category:** O&M Procedures

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Procedures have been implemented to identify parties responsible for the diff components of the infrastructure. Inspections will be conducted annually or as needed.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

As questions or complaints arise, we will inspect or contact the property owner on the items that are out of compliance.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Date:**

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

All complaints that were received were addressed. If it was public it was inspected, cleaned if needed, and the issue was resolved. If it was private, we contacted the property owner on the items that are out of compliance and ensured that the issues were resolved.

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**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

As questions or complaints arise, we will inspect, clean, and resolve the issue, or contact the property owner on the items that are out of compliance.

---

**BMP Name:** Structural/Non-Structural

**Category:** Structural/Non-Structural BMP

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Procedures implemented for the identification of parties responsible for various components of the drainage system.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

Long-term operation and maintenance controls inspected and issues resolved.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

All complaints that were received were addressed. If it was public it was inspected, cleaned if needed, and the issue was resolved. If it was private, we contacted the property owner on the items that are out of compliance and ensured that the issues were resolved.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

Long-term operation and maintenance controls inspected and issues resolved.

**Question: For Minimum Control Measure 5: Post-Construction Stormwater Management in New Development and Redevelopment, Did the program implement any additional BMPs during this reporting period?**

Answer:

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**Did the program implement any additional BMPs during this reporting period?** No

**Provide a summary of compliance with the requirements for Minimum Control Measure5.**

We developed a stronger relationship with our Development Services Team and private owners of stormwater infrastructure which has allowed us to play a bigger role and have more oversight of our infrastructure.

We also have quarterly meetings on our Standards and Specifications which helps us to continue to improve on the outcome of our infrastructure. We are continually receiving as-builts and adding them to our GIS. We understand what is public and what is private. This allows us to make the necessary corrections in a more timely manner.

**Question: Minimum Control Measure 5: Post-Construction Stormwater Management in New Development and Redevelopment, Provide the details of the Post-Construction Stormwater controls used during this reporting period**

Answer:

**Number of sites that required Post-Construction Stormwater controls in this reporting period:** 347

**Number of Post-Construction Stormwater controls inspected in this reporting period:** 18

Sr.No.	Enforcement Actions	Enforcements Issued	Enforcements Resolved	Enforcements Unresolved
1	NOV	0	0	0
2	NOC	16	16	0
3	Stop Work	0	0	0
4	Admin Order	0	0	0
5	Admin Fines	0	0	0
6	Civil Penalties	0	0	0
7	Criminal Action	0	0	0
	Total	16	16	0

**Question: For each BMP in the Minimum Control Measure 6: Pollution Prevention and Good Housekeeping, what was completed during this reporting period?**

Answer:

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**BMP Name:** SSO Prevention

**Category:** Maintenance Activities

**Facility Information:**

All Town-owned stormwater infrastructure

Household Hazardous Waste Collection Facility

Fire Stations (11)

Public Works Yards (North & South)

Police Stations (2)

Civic Center Campus

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Clean 20% of sanitary sewer lines and CCTV 15% to prevent sanitary sewer overflows.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

Periodic inspections are completed to ensure that 20% of sanitary sewer lines and CCTV 15%.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Date:**

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

Cleaned 20% of sanitary sewer lines and CCTV'd 15% to prevent sanitary sewer overflows. 135 miles of sanitary sewer lines were cleaned and 128 miles were CCTV'd.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

Clean 20% of sanitary sewer lines and CCTV 15% to prevent sanitary sewer overflows.

**BMP Name:** Public Works Inspections

**Category:** Inspections

**Facility Information:**

**Main Office**

1110 W.Washington Street . Phoenix, AZ 85007  
(602)771-2300

**Southern Regional Office**

400 W.Congress Street . Suite 433 . Tucson, AZ 85701  
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Public Works Yards (North & South)

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Inspect public works facilities. To include catch basins, retention basins, storm drains inlets, drywells, retention overflow pipes, and other conveyances of stormwater.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Quarterly

**Milestone Description:**

Complete inspections on public works facilities every quarter.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

Inspections were completed on public works facilities every quarter.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

Inspect public works facilities, quarterly. To include catch basins, retention basins, storm drains inlets, drywells, retention overflow pipes, and other conveyances of stormwater.

**BMP Name:** Hazardous Waste Collection

**Category:** Household Hazardous Waste Elimination

**Facility Information:**

Household Hazardous Waste Collection Facility

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Collect household hazardous waste at our HHW facility, eliminating IDDE of household products. Collection of HHW from all divisions throughout the Town.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

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**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Daily

**Milestone Description:**

The facility is open 3 times a week for the public to drop off unwanted or old household hazardous waste. The goal is to collect, recycle, and find the best method for disposal.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

The facility is open 3 times a week for the public to drop off unwanted or old household hazardous waste. The goal is to collect, recycle, and find the best method for disposal. Our Household Hazardous Waste Facility took in 572,367 pounds of household hazardous waste.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

The Household Hazardous Waste Facility is open 3 times a week for the public to drop off unwanted or old household hazardous waste. The goal is to collect, recycle, and find the best method for disposal.

**BMP Name:** Annual Training

**Category:** Training

**Facility Information:**

- All Town-owned stormwater infrastructure
- Household Hazardous Waste Collection Facility
- Fire Stations (11)
- Public Works Yards (North & South)
- Police Stations (2)
- Lift Stations (12)
- Well Sites (25)
- Civic Center Campus
- Parks

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

IDDE, Good Housekeeping, and Ground Control training will be offered annually to field personnel.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

Annual training to all relevant Town employees will be provided either in person or via the online training module (silkroad) and monitored by the Environmental Compliance Division.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Date:**

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

Annual training was provided to all relevant Town employees in person or via the online training module (Neogov). (Duplicate from Education & Outreach)

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** Yes

**Milestone Description:**

---

**BMP Name:** Fire station Inspections

**Category:** Inspections

**Facility Information:**

Fire Stations (11)

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Inspect fire department facilities. To include catch basins, retention basins, storm drains inlets, drywells, retention overflow pipes, and other conveyances of stormwater.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Quarterly

**Milestone Description:**

Complete inspections on all fire department facilities every quarter.

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**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Date:**

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

The inspections were completed on all fire department facilities. These were done every quarter. This BMP is a duplicate.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** Yes

**Milestone Description:**

---

**BMP Name:** Stormwater Inventory

**Category:** Inventory

**Facility Information:**

All Town-owned stormwater infrastructure

Household Hazardous Waste Collection Facility

Fire Stations (11)

Public Works Yards (North & South)

Police Stations (2)

Lift Stations (12)

Well Sites (25)

Civic Center Campus

Parks

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Have 100% of stormwater infrastructure in the Town mapped on GIS.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

The Town's entire stormwater infrastructure has been mapped on the Town GIS system and continues to be updated whenever there is construction.

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**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Date:**

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

The Town's entire stormwater infrastructure has been mapped on the Town GIS system and continues to be updated whenever there is construction. This BMP is a duplicate.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** Yes

**Milestone Description:**

---

**BMP Name:** O&M SOP implementation

**Category:** O&M Procedures

**Facility Information:**

All Town-owned stormwater infrastructure

Household Hazardous Waste Collection Facility

Fire Stations (11)

Public Works Yards (North & South)

Police Stations (2)

Lift Stations (12)

Well Sites (25)

Civic Center Campus

Parks

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Create SOPs for the cleaning, repair, and replacement of all town-owned stormwater infrastructure.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

Implement the developed SOP's for O&M activities.

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**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

SOP's were implemented for O&M activities.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** No

**Milestone Description:**

SOP's for O&M will be reviewed annually and updated as needed.

**BMP Name:** Parks Infrastructure Maintenance

**Category:** Maintenance Activities

**Facility Information:**

Parks

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Ensure the free flowing of stormwater into the basins through cleaning, repairing, and replacing the stormwater infrastructure.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

All internal customer complaints for any blockages are assessed, cleaned, and maintained. They are processed and tracked through the work order management system.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

We ensured the free flowing of stormwater into park basins through cleaning, repairing, and replacing the stormwater infrastructure.

**Provide a summary of activities planned for next reporting period**

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**BMP does not apply for next reporting period:**

No

**Milestone Description:**

Ensure the free flowing of stormwater into the park basins through cleaning, repairing, and replacing the stormwater infrastructure for Discovery, Freestone, Gilbert Regional, Desert Sky, and Cosmo Parks.

---

**BMP Name:** Quarterly Street Sweeping

**Category:** Maintenance Schedule

**Facility Information:**

All Town-owned stormwater infrastructure

Household Hazardous Waste Collection Facility

Fire Stations (11)

Public Works Yards (North & South)

Police Stations (2)

Lift Stations (12)

Well Sites (25)

Civic Center Campus

Parks

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Sweep major arterial streets and residential streets four times a year at minimum.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Quarterly

**Milestone Description:**

Sweep and report miles and tonnage of material removed.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

46,467 lane miles were swept on our major arterial streets and residential streets.

**Provide a summary of activities planned for next reporting period**

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**BMP does not apply for next reporting period:** No

**Milestone Description:**

Sweep and report lane miles and tonnage of material removed.

---

**BMP Name:** Well Site Infrastructure Maintenance

**Category:** Maintenance Activities

**Facility Information:**

Well Sites (25)

**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

All internal customer complaints for any blockages are assessed, cleaned, and maintained.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

All internal customer complaints for any blockages are assessed, cleaned, and maintained. They are processed and tracked through the work order management system.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

Our internal complaints are recorded and tracked in our work order management system (Lucity). We record blockages, cleaning, and maintenance.

This BMP is a duplicate.

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** Yes

**Milestone Description:**

---

**BMP Name:** Lift Station Infrastructure Maintenance

**Category:** Maintenance Activities

**Facility Information:**

Lift Stations (12)

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**Personnel Position/Department:** Hondo Judd/Manager/Public Works

**BMP Description :**

Ensure the free flowing of stormwater into the basins through cleaning, repairing, and replacing the stormwater infrastructure.

**Is another government entity responsible for this BMP ?** No

**Measurable Goals:**

**Start Date:** 07/01/2018

**Targeted End Date:** 09/29/2021

**Frequency:** 1 Annually

**Milestone Description:**

All internal customer complaints for any blockages are assessed, cleaned, and maintained. They are processed and tracked through the work order management system.

**Were milestones/measurable goals achieved for this reporting period?** Yes

**Actual BMP Start Date:** 07/01/2018

**Provide a description of BMP effectiveness, including metrics used to determine effectiveness.**

All internal complaints for any blockages were cleaned, and maintained. This is tracked through our work order management system (Lucity). (Duplicate)

**Provide a summary of activities planned for next reporting period**

**BMP does not apply for next reporting period:** Yes

**Milestone Description:**

---

**BMP Name:** Quarterly Inspections

**Category:** Inspections

**Facility Information:**

All Town-owned stormwater infrastructure

Household Hazardous Waste Collection Facility

Fire Stations (11)

Public Works Yards (North & South)

Lift Stations (12)

Well Sites (25)

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**Personnel Position/Department:** Hondo Judd/Manager/Public Works

***BMP Description :***

Inspect and Maintain town-owned infrastructure. To include catch basins, retention basins, storm drains inlets, drywells, and other conveyances of stormwater.

***Is another government entity responsible for this BMP ?*** No

**Measurable Goals:**

***Start Date:*** 07/01/2018

***Targeted End Date:*** 09/29/2021

***Frequency:*** 1 Annually

***Milestone Description:***

Complete inspections on all town-owned facilities every quarter.

***Were milestones/measurable goals achieved for this reporting period?*** Yes

***Actual BMP Start Date:*** 07/01/2018

***Provide a description of BMP effectiveness, including metrics used to determine effectiveness.***

Inspections were completed on public works facilities every quarter. (Duplicate)

***Provide a summary of activities planned for next reporting period***

***BMP does not apply for next reporting period:*** Yes

***Milestone Description:***

**Question: For Minimum Control Measure 6: Pollution Prevention and Good Housekeeping, Did the program implement any additional BMPs during this reporting period?**

Answer:

***Did the program implement any additional BMPs during this reporting period?*** Yes

***BMP Name:*** Facility SWPPP's

***Provide a description of the BMP, include reason(s) for implementing the BMP, its effectiveness, frequency, and goal:***

Facility Stormwater Pollution Prevention Plans were created for all town-owned facilities to better track and assist with compliance efforts. They are performed quarterly for each facility and have helped our team communicate our mission to Town employees.

***Will this BMP be used for future reporting periods?*** Yes

Please add this BMP to the NOI to have it auto-populate in future annual reports

***Provide a summary of compliance with the requirements for Minimum Control Measure6.***

We have made great strides from the commencement of our permit. We've received buy-in through the programs and training that we have implemented for Good Housekeeping and have received better compliance and understanding of our goal.

**Question: Was staff training conducted?**

Answer:

Yes

<b>Sr.No.</b>	<b>Date of Training Event</b>	<b>Training Subject</b>	<b>Number of Employees Trained</b>	<b>Frequency of Training</b>
1	04/14/2021	Spill Prevention Control and Countermeasure Plan	21	Annually
2	03/31/2021	IDDE Awareness and Response	326	Annually

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# CERTIFICATION OF SUBMISSION

**HONDO JUDD**

You validated your identity by answering your personal security question and password on myDEQ at **05:49 PM** on **09/23/2021**. At this time, you certified the summary information above by checking that you agreed to the following statement:

## **Certify your submission:**

By checking this box I certify under penalty of law that this submittal was prepared by me, or under my direction or supervision of personnel appropriately qualified to properly gather and evaluate the information submitted. The information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I understand that all information submitted to ADEQ is public record unless otherwise identified by law as confidential. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

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