



How to Organize a Catch Basin Clean-Up

- Enlist Volunteers:
 - 8 – 10 people needed to make an impact on the neighborhood
 - 20 people would be most effective
 - Summer Start and End Time: 8am – 11am
 - That way, volunteers won't get overheated.
 - S&WB will Lend the Following Tools:
 - Trash Bags, markers, & glue to facilitate easy cleaning & marking
- ** Volunteers are encouraged to bring and wear gloves**

• Point Person: _____

- Use the drain tracking document on back to identify drains that have been swept and marked.





Tracking Sheet - Storm Drain Cleaning & Marking

Volunteer Leader Name: _____ Date: _____

Phone Number: _____ # of Volunteers in my group: _____

Starting Point (Address or Block with cross street identified): _____

Ending Point (Address or Block with cross street identified): _____

Number of Blocks Covered (Use hash marks, i.e. IIII)	Number of Storm Drains Marked (Use hash marks, i.e. IIII)	Number of Bags of Trash Removed (Use hash marks, i.e. IIII)

- Problems Encountered—**Call 311 to report drains clogged beyond your ability to sweep away debris.**
- If there are missing catch-basin covers or broken infrastructure, **dial 311 to request a replacement.** Be sure you can give them the nearest address to the catch-basin.
- **Storm drains are maintained by the City's Department of Public Works.**
- Please send this report and pictures to: _____