



ANNUAL REPORT FORM FOR INDIVIDUAL NPDES PERMITS FOR MUNICIPAL SEPARATE STORM SEWER SYSTEMS (RULE 62-624.600(2), F.A.C.)

- This Annual Report Form must be completed and submitted to the Department to satisfy the annual reporting requirements established in Rule 62-621.600, F.A.C.
- Submit this fully completed and signed form and any REQUIRED attachments by mail to the address in the box at right.
- Refer to the Form Instructions for guidance on completing each section.
- Please print or type information in the appropriate areas below.

Submit the form and attachments to:
 Florida Department of Environmental Protection
 Mail Station 2500
 2600 Blair Stone Road
 Tallahassee, Florida 32399-2400

SECTION I. BACKGROUND INFORMATION

A.	Permittee Name: City of Boca Raton		
B.	Permit Name: Palm Beach County Municipal Separate Storm Sewer System		
C.	Permit Number: FLS000018-003 (Cycle 3)		
D.	Annual Report Year: <input checked="" type="checkbox"/> Year 1 <input type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 <input type="checkbox"/> Year 4 <input type="checkbox"/> Year 5 <input type="checkbox"/> Other, specify Year:		
E.	Reporting Time Period (month/year): 03 / 2011 through 09 / 2011		
F.	Name of the Responsible Authority: Tony J. Puerta		
	Title: Municipal Services, Stormwater Manager		
	Mailing Address: 2500 NW 1 st Avenue		
	City: Boca Raton	Zip Code: 33431	County: Palm Beach
	Telephone Number: 561-416-3402		Fax Number: 561-416-3418
	E-mail Address: tpuerta@myboca.us		
G.	Name of the Designated Stormwater Management Program Contact (if different from Section I.F above):		
	Title:		
	Department:		
	Mailing Address:		
	City:	Zip Code:	County:
	Telephone Number:		Fax Number:
	E-mail Address:		

SECTION II. MS4 MAJOR OUTFALL INVENTORY (Not Applicable In Year 1)

A.	Number of outfalls ADDED to the outfall inventory in the current reporting year (insert "0" if none): 0 (Does this number include non-major outfalls? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable)
B.	Number of outfalls REMOVED from the outfall inventory in the current reporting year (insert "0" if none): 0 (Does this number include non-major outfalls? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable)
C.	Is the change in the total number of outfalls due to lands annexed or vacated? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable

SECTION III. MONITORING PROGRAM

Provide a brief statement as to the status of monitoring plan implementation:

A. The monitoring plan is carried out as a joint effort by the Palm Beach County Co-permittees. Please see the Palm Beach County Joint Annual Report for the monitoring information.

Provide a brief discussion of the monitoring results to date:

B. Please see the Palm Beach County Joint Annual Report for the monitoring information.
See Part V of the permit for the monitoring requirements.

C. Attach a monitoring data summary, as required by the permit.

SECTION IV. FISCAL ANALYSIS

A. Total expenditures for the NPDES stormwater management program for the current reporting year: \$1,320,400
DEP Note: If program resources have decreased from the previous year, attach a discussion of the impacts on the implementation of the SWMP as per Part II.F of the permit.

B. Total budget for the NPDES stormwater management program for the subsequent reporting year: \$2,735,600

SECTION V. MATERIALS TO BE SUBMITTED WITH THIS ANNUAL REPORT FORM

Only the following materials are to be submitted to the Department along with this fully completed and signed Annual Report Form (check the appropriate box to indicate whether the item is attached or is not applicable):

Attached	N/A	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	***DEP Note: Please complete Checklists A & B at the end of the tailored form.*** Any additional information required to be submitted in this current annual reporting year in accordance with Part III.A of your permit that is not otherwise included in Section VII below.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	A monitoring data summary as directed in Section III.C above and in accordance with Rule 62-624.600(2)(c), F.A.C.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Year 1 ONLY: An inventory of all known major outfalls and a map depicting the location of the major outfalls (hard copy or CD-ROM) in accordance with Rule 62-624.600(2)(a), F.A.C.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Year 3 ONLY: The estimates of pollutant loadings and event mean concentrations for each major outfall or each major watershed in accordance with Rule 62-624.600(2)(b), F.A.C.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Year 4 ONLY: Permit re-application information in accordance with Rule 62-624.420(2), F.A.C.

DO NOT SUBMIT ANY OTHER MATERIALS

(such as records and logs of activities, monitoring raw data, public outreach materials, etc.)

SECTION VI. CERTIFICATION STATEMENT AND SIGNATURE

The Responsible Authority listed in Section I.F above must sign the following certification statement, as per Rule 62-620.305, F.A.C.:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based upon 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.

Name of Responsible Authority (type or print): Tony Puerta

Title: Stormwater Manager

Signature: 

Date: 2/28/2012

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

A.	B.	C.	D.	E.	F.				
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments				
Part III.A.1	Structural Controls and Stormwater Collection Systems Operation								
	<p>Maintain an up-to-date inventory of the structural controls and roadway stormwater collection structures operated by the permittee, including, at a minimum, all of the types of control structures listed in Table II.A.1.a of the permit. Report the current known inventory.</p> <p><i>DEP Note: The permittee needs to "customize" this section by adding any structural controls to the list below that are part of the permittee's MS4 currently or are planned for the future. The permittee may remove any structural controls listed that it does not have currently or will likely not have during this permit cycle. Please see the attached description of each type of structure. In addition, the permittee may choose its own unit of measurement for each structural control to be consistent with the unit of measurement in the documentation. Unit options include: miles, linear feet, acres, etc.</i></p> <p>Report the number of inspection and maintenance activities conducted for each type of structure included in Table II.A.1.a, and the percentage of the total inventory of each type of structure inspected and maintained. If the minimum inspection frequencies set forth in Table II.A.1.a were not met, provide as an attachment an explanation of why they were not and a description of the actions that will be taken to ensure that they will be met.</p> <p><i>DEP Note: If the minimum inspection frequencies set forth in Table II.A.1.a of the permit were not met for one or more type of structure, the permittee must provide as an attachment an explanation of why they were not and a description of the actions that will be taken to ensure that they will be met. Please provide the title of the attached explanation in Column D and the name of the entity who finalized the explanation in Column E.</i></p>								
	Type of Structure	Number of Activities Performed							
		Total Number	Number of Inspections	Percentage Inspected	Number of Maintenance Activities	Percentage Maintained	Documentation / Record	Entity Performing the Activity	Comments
	Dry retention systems	0	0		0		Navaline Work Order System	Engineering Inspector	Previous Inventory of 3 was inaccurate.
	Exfiltration trench / French drains (linear feet)	56,612	2,811		119		Navaline Work Order System	Superintendent of Streets	Includes video inspections, contract lining & cleaning operations
	Grass treatment swales (miles) Public Owned	18	32		32		Navaline Work Order System	Superintendent of Streets	

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	Dry detention systems	1	12		24		Navaline WO System and Inspection Reports	Superintendent of Streets	Inspected by Streets monthly and Mowed by Recreation Services bi-monthly
	Wet detention systems	8	65				Navaline Work Order System	Superintendent of Streets	Inspected monthly by Stormwater Section and Contractor.
	Pollution control boxes	0	0		0				None Currently
	Stormwater pump stations	1	15		15		Navaline Work Order System & Utilities Svc Dept/Municipal Svcs Hanson Software	Engineering Inspector & Utilities Svcs. Lift Station/Municipal Services	Texas Trail Ditch Pump Station
	Major stormwater outfalls	84	99		99		Navaline Work Order System and Photo Documentation	Stormwater Section	Maintenance included debris removal.
	Weirs or other control structures	0	0		0		Navaline Work Order System	Engineering Inspector and Superintendent of Streets	Currently Developing Inventory Database
	MS4 pipes / culverts (miles)	29	136	1.8%	136	1.8%	Navaline Work Order System	Engineering Inspector and Superintendent of Streets	Currently Developing Inventory Database
	Inlets / catch basins / grates	3,149	136	4%	136	4%	Navaline Work Order System	Superintendent of Streets	Currently Developing Inventory Database
	Ditches / conveyance swales (miles)	10.55	1,876	100%	126	100%	Navaline Work Order System	Parks and Recreation	
	ATTACH explanation if any of the minimum inspection frequencies in Table II.A.1.a were not met								
	Year 1 ONLY: Attach a map of all known major outfalls as per Rule 62-624.600(2)(a), F.A.C.								

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Part III.A.2	Areas of Significant Redevelopment				
	Report the number of new development and significant redevelopment projects reviewed by the permittee for post-development stormwater considerations. <i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. This provision DOES NOT APPLY to Indian Trail Improvement District (ITID), Northern Palm Beach County Improvement District (NPBCID), South Indian River Water Control District (SIRWCD), and FDOT.</i>				
	Number of significant redevelopment projects reviewed	16	Public Works Review Agenda	Stormwater Manager	
	Provide in the Year 2 Annual Report the summary report of the review of local codes activity. Provide in the Year 4 Annual Report the follow-up report on plan implementation of modifying codes to allow low impact design BMPs. <i>DEP Note: Refer to Part III.A.2 of the permit for details regarding what the review entails, and what must be included in the summary report and follow-up report. Please provide the title of the attached report in Column D and the name of the entity who finalized the report in Column E. This provision DOES NOT APPLY to ITID, NPBCID, SIRWCD, and FDOT.</i>				
	Year 2 ONLY: Attach the summary report of the review activity				
	Year 4 ONLY: Attach the follow-up report on plan implementation				
Part III.A.3	Roadways				
	Annually review (and revise, as needed) and implement the permittee's written procedures for the litter control program(s) for public streets, roads, and highways, including rights-of-way, employed within the permittee's jurisdictional area and properly dispose of collected material. Implement the program on a monthly, or on an as needed, basis. Report on the litter control program, including the frequency of litter collection, an estimate of the total number of road miles cleaned or amount of area covered by the activities, and an estimate of the quantity of litter collected. <i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. In addition, the permittee may choose its own units of measurement for the reporting items. Unit options for the amount of litter include: bags, cubic yards, pounds, tons. Unit options for the amount of area covered by the activity include: square feet, linear feet, yards, miles, acres. If all litter collection is performed by staff or by contractors, but not by both, please remove the non-applicable reporting items.</i>				
	PERMITTEE Litter Control Program: Frequency of litter collection	0	0	0	Codified 10-27 that states property owners are responsible for disposal of litter.
	PERMITTEE Litter Control Program: Estimated amount of area maintained (linear feet)				City does not have a litter problem, so no program is necessary.
	PERMITTEE Litter Control Program: Estimated amount of litter collected (cubic yards)				
	CONTRACTOR Litter Control Program: Frequency of litter collection	0	0	0	City does not require contractors to
	CONTRACTOR Litter Control Program: Estimated amount of area maintained (linear feet)	0	0	0	

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	CONTRACTOR Litter Control Program: Estimated amount of litter collected (cubic yards)	0	0	0	remove litter
	If an Adopt-A-Road or similar program is implemented, report the total number of road miles cleaned and an estimate of the quantity of litter collected. <i>DEP Note: The permittee may choose its own unit of measurement for the amount of litter collected. Unit options include: bags, cubic yards, pounds, tons. If an Adopt-A-Road or similar program is not implemented by the permittee, please note that in Column F but do not remove the Adopt-A-Road Program reporting items.</i>				
	Keep PBC Beautiful Trash Pick-up Events: Total miles cleaned	0			
	Keep PBC Beautiful Trash Pick-up Events: Estimated amount of litter collected (cubic yards)	0			
	Adopt-A-Road Program: Total miles cleaned	0	0	0	Not on City roadways. Only on County owned roads
	Adopt-A-Road Program: Estimated amount of litter collected (cubic yards)	0	0	0	
	Report on the street sweeping program, including the frequency of the sweeping, total miles swept, an estimate of the quantity of sweepings collected, and the total nitrogen (TN) and total phosphorus (TP) loadings that were removed by the collection of sweepings. If no street sweeping program is implemented, provide the explanation of why not in the Year 1 Annual Report. <i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. Also, the permittee may choose its own unit of measurement for the amount of sweeping material collected. Unit options include: cubic yards, pounds, tons.</i> <i>DEP Note: If the permittee has curbs and gutters but no street sweeping program is implemented, the permittee must provide an explanation of why not in the Year 1 Annual Report. Refer to Part III.A.3 of the permit for the information that must be included in the explanation (including the alternate BMPs used or planned in lieu of street sweeping). Please provide the title of the attached explanation in Column D and the name of the entity who finalized the explanation in Column E.</i>				
	Frequency of street sweeping	Varies	Navaline Work Order System	Superintendent of Street	Some weekly, Some as-needed
	Total miles swept (per year)	19,145	Navaline Work Order System	Superintendent of Street	
	Estimated quantity of sweeping material collected (cubic yards)	2,194	Navaline Work Order System	Superintendent of Street	
	Total nitrogen loadings removed (pounds)	2832	Navaline Work Order System	Records Management / Data Analyst	Calculated by MS 4 Load Reduction spreadsheet provided by FDEP.
	Total phosphorus loadings removed (pounds)	1816	Navaline Work Order System	Records Management / Data Analyst	
	Year 1 ONLY: If have curbs and gutters, attach explanation of why no street sweeping program and the alternate BMPs used or planned				
	Annually review (and revise, as needed) and implement the permittee's written standard practices to reduce the pollutants in stormwater runoff from areas associated with road repair and maintenance, and from permittee-owned or operated equipment yards and maintenance shops that support road maintenance activities. Report the number of applicable facilities and the number of inspections conducted for each facility.				

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	<p><i>DEP Note: The permittee needs to "customize" this section by listing the names of the applicable facilities in Column B and the number of inspections of each facility in Column C. Add more rows if necessary. If "0" is reported in Column C for the number of inspections conducted and the permittee has one or more applicable facilities, please provide an explanation in Column F for why no inspections were conducted. In addition, if the same facility is applicable under both Parts III.A.3 and III.A.5 of the permit, the same site inspection can count towards both inspection requirements as long as it covers the applicable waste area(s). Be sure to report the site inspection under both Parts III.A.3 and III.A.5.</i></p>				
		Number of Inspections			
	Municipal Services Complex	12	Monthly Safety Inspection Reports	Risk Mgt Safety Officer	Complex Inspected Monthly
Part III.A.4	Flood Control Projects				
	<p>Report the total number of flood control projects that were constructed by the permittee during the reporting period and the number of those projects that did NOT include stormwater treatment. The permittee shall provide a list of the projects where stormwater treatment was not included with an explanation for each of why it was not. Report on any stormwater retrofit planning activities and the associated implementation of retrofitting projects to reduce stormwater pollutant loads from existing drainage systems that do not have treatment BMPs.</p> <p><i>DEP Note:</i> A "stormwater retrofit project" is one implemented primarily to provide stormwater treatment.</p> <p><i>DEP Note:</i> The status of the flood control and retrofit projects should be reported as of the last day of the applicable reporting period. Therefore, there should be no duplication for those reported as planned, for those reported as under construction and for those reported as completed.</p> <p><i>DEP Note:</i> If applicable, please provide the title of the attached list of flood control projects that did not include stormwater treatment in Column D and the name of the entity who finalized the list in Column E.</p>				
	Flood control projects completed during the reporting period	3	Project Records	Chief of Design & Stormwater Mgr.	Por La Mar, University Gardens, and Lake Wyman
	Flood control projects completed during the reporting period that did <u>not</u> include stormwater treatment	0			All Projects received treatments.
	ATTACH a list of the flood control projects that did <u>not</u> include stormwater treatment and an explanation for each of why it was not				
	Stormwater retrofit projects planned	8	Five year CIP Budget	Chief of Design & Stormwater Mgr.	Five year CIP Budget attached.
	Stormwater retrofit projects under construction during the reporting period	0	Project Records	Chief of Design & Stormwater Mgr.	
	Stormwater retrofit projects completed during the reporting period	3	Project Records	Chief of Design & Stormwater Mgr.	Por La Mar, University Gardens, and

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					Lake Wyman
Part III.A.5	Municipal Waste Treatment, Storage, and Disposal Facilities Not Covered by an NPDES Stormwater Permit				
	<p>Annually review (and revise, as needed) and implement the permittee's written procedures for inspections and the implementation of measures to control discharges from the following facilities that are not otherwise covered by an NPDES stormwater permit:</p> <ul style="list-style-type: none"> • Operating municipal landfills; • Municipal waste transfer stations; • Municipal waste fleet maintenance facilities; and • Any other municipal waste treatment, waste storage, and waste disposal facilities. <p>Report the number of applicable facilities and the number of the inspections conducted for each facility.</p> <p><i>DEP Note: The permittee needs to "customize" this section by listing the names of the applicable facilities in Column B and the number of inspections of each facility in Column C. Add more rows if necessary. If "0" is reported in Column C for the number of inspections conducted and the permittee has one or more applicable facilities, please provide an explanation in Column F for why no inspections were conducted. An applicable facility under Part III.A.5 includes, but is not limited to, those facilities/yards where street sweeping material and/or yard waste are temporary stockpiled, and where solid waste collection vehicles are parked and/or maintained. In addition, if the same facility is applicable under both Parts III.A.3 and III.A.5 of the permit, the same site inspection can count towards both inspection requirements as long as it covers the applicable waste area(s). Be sure to report the site inspection under both Parts III.A.3 and III.A.5.</i></p>				
		Number of Inspections			
	Municipal Services Complex/Washrack	27	Navaline WO System and Inspection Reports	Superintendent of Street and Contractors	Chemical Analysis completed by Contractors
Part III.A.6	Pesticides, Herbicides, and Fertilizer Application				
	<p>Continue to require proper certification and licensing by the Florida Department of Agriculture and Consumer Services (FDACS) for all applicators contracted to apply pesticides, herbicides, or fertilizers on permittee-owned property, as well as any permittee personnel employed in the application of these products. Report the number of permittee personnel applicators and contracted commercial applicators of pesticides and herbicides who are FDACS certified / licensed. Report the number of permittee personnel and contractors who have been trained through the Green Industry BMP Program, and the number of contracted commercial applicators of fertilizer who are FDACS certified / licensed.</p> <p><i>DEP Note: If "0" is reported in Column C for any of the reporting items, please include in Column F an explanation of why training was not provided to / obtained by personnel and contractors during the applicable reporting year, the most recent year that training / certification was previously provided / obtained, and the names of the personnel and contractors previously trained / certified.</i></p>				
	PERSONNEL: Florida Department of Agriculture and Consumer Services (FDACS) certified applicators of pesticides and herbicides	21	Municipal Svcs and Recreation Svcs Personnel Records	Municipal & Recreation Services	

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	CONTRACTORS: FDACS certified / licensed applicators of pesticides and herbicides	5	Purchasing Dept.	Municipal & Recreation Services	
	CONTRACTORS: FDACS certified / licensed applicators of fertilizer	0			City does not use Contractors
	PERSONNEL: Green Industry BMP Program training completed	15	Attendance Records	Recreation Services	
	CONTRACTORS: Green Industry BMP Program training completed	0			City does not use Contractors
<p>Pursuant to SB 2080 (2009), all local governments are encouraged to adopt a Florida-friendly Landscaping Ordinance similar to the one set forth in the document "Florida-friendly Guidance Models for Ordinances, Covenants and Restrictions." If the broader Florida-friendly ordinance described above is not adopted, then <u>all local governments within the watershed of a nutrient-impaired water body</u> shall adopt the Department's Model Ordinance for Florida-Friendly Fertilizer Use on Urban Landscapes pursuant to SB 494 (2009) or an ordinance that includes all of the requirements set forth in the Model Ordinance. <u>The ordinance shall be adopted within 24 months of the date of permit issuance.</u> Provide a copy of the adopted ordinance with the subsequent Year 1 or Year 2 Annual Report.</p> <p><i>DEP Note: This provision DOES NOT APPLY to ITID, NPBCID, SIRWCD, and FDOT. For all other permittees, if this provision is not applicable because the permittee is not within the watershed of a nutrient-impaired water body, then please indicate that in Column F, but do not remove this reporting item.</i></p> <p><i>DEP Note: Please provide the title and citation of the ordinance in Column D, and the name of the entity who finalized the ordinance in Column E.</i></p>					
	Year 1 or Year 2 ONLY: Attach copy of adopted Florida-friendly ordinance		Currently being reviewed by City Staff		
<p>During Year 1 of the permit, develop and implement a written public education and outreach program plan to encourage citizens to reduce their use of pesticides, herbicides, and fertilizers. Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage citizens to reduce their use of pesticides, herbicides, and fertilizers, including the type and number of activities conducted, the type and number of materials distributed, the percentage of the population reached by the activities in total, and the number of Web site visits (if applicable). Activities performed under the Florida Yards and Neighborhoods (FYN) program should only be reported if the permittee is contributing funding towards the FYN staff and program within its jurisdiction.</p> <p><i>DEP Note: The permittee should "customize" the list of public outreach activities by removing items or adding items to the list below as appropriate to their particular public outreach program. However, the reporting item of "Estimated percentage of the population reached by the activities in total" must remain unless the permittee chooses to reference the PBC Joint AR, as demonstrated in the first reporting item below. The permittee may add more specifics to the reporting items, such as the name of the brochure or newsletter distributed. If "0" is reported in Column C for all the reporting items, and the PBC Joint AR is not referenced, please include in Column F an explanation for why no outreach was performed.</i></p> <p><i>DEP Note: All the permittees may refer to the PBC Joint AR in place of reporting individual items as demonstrated in the row below. The permittees may remove all reporting items except the first reporting item if they include reference to the PBC Joint AR. However, a permittee can choose to also report any outreach activities it performs in addition to the joint effort – in such a case, please keep the reporting items that are applicable.</i></p> <p><i>DEP Note: Indicate under Column E "Entity Performing the Activity" if FYN or IFAS is performing any of the reported public education and outreach activities. In addition, please complete the following line:</i></p> <p style="text-align: center;">FYN PROGRAM FUNDING: Permittee Provides Funding? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Amount of Funding = \$0</p>					

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	Public education and outreach program	The public outreach and education plan is carried out as a joint effort by the Palm Beach County Co-permittees. Please see the Palm Beach County Joint Annual Report for the public education and outreach information.			
	Web Site: Number of hits / visitors to the stormwater-related pages	124	Information Technology	Network Analyst	City's Stormwater page on City Website
	<i>DEP Note:</i> This permit requirement has been removed from other Phase I MS4 permits that were reissued after the Palm Beach County MS4 permit since recent changes to the FDACS certification / licensing program have allowed it to adequately fulfill this requirement. Therefore, at this time, this permit requirement does not need to be implemented.				
Part III.A.7.a	Illicit Discharges and Improper Disposal — Inspections, Ordinances, and Enforcement Measures				
	Where applicable, strengthen the legal authority to conduct inspections, conduct monitoring, control illicit discharges, illicit connections, illegal dumping and spills into the MS4 and to require compliance with conditions in ordinances, permits, contracts, and orders. Report amendments, as needed.				
	<i>DEP Note:</i> If applicable, please provide the title of the attached report in Column D and the name of the entity who finalized the report in Column E.				
	ATTACH a report on any amendments to the applicable legal authority				N/A
Part III.A.7.c	Illicit Discharges and Improper Disposal — Investigation of Suspected Illicit Discharges and/or Improper Disposal				
	During Year 1 of the permit, develop and implement a written proactive inspection program plan for identifying and eliminating sources of illicit discharges, illicit connections, or dumping to the MS4. Report on the proactive inspection program, including the number of inspections conducted, the number of illicit activities found, and the number and type of enforcement actions taken.				
	<i>DEP Note:</i> If "0" is reported in Column C for the first reporting item, please include an explanation in Column F for why no proactive inspections were performed. In addition, the permittee should re-word the "NOVs / warning letters / citations issued" reporting item to more accurately reflect its particular initial enforcement activity, if necessary.				
	<i>DEP Note:</i> Proactive inspections may include, for example, suspect areas (e.g., industrial areas), commercial businesses (e.g., restaurants, car washes, service stations, laundries / dry cleaners, auto body shops, mobile carpet cleaners) or temporary activities (e.g., special events / fairs / circus) that would not otherwise be inspected during routine inspections and maintenance of the MS4, in association with high risk industrial facilities or construction sites, or in response to citizen or staff reports.				
	<i>DEP Note:</i> Refer to Part III.A.7.c of the permit for what must be included in the written proactive inspection program plan. Please provide the title of the attached plan in Column D and the name of the entity who finalized the plan in Column E.				
	Proactive inspections for suspected illicit discharges / connections / dumping	136	Daily Inspection Reports	Superintendent of Streets	Currently Developing Inspecting Program
	Illicit discharges / connections / dumping found during a proactive inspection	0	Daily Inspection Reports	Superintendent of Streets	
	Notices of Violation (NOVs) / warning letters / citations issued for illicit	0	Code	Code	

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	discharges / connections / dumping found during a proactive inspection		Enforcement/HTE System	Enforcement	
	Fines issued for illicit discharges / connections / dumping found during a proactive inspection	0	Code Enforcement/HTE System	Code Enforcement	Cannot be issued unless witnessed by code officer
	Year 1 ONLY: Attach the written proactive inspection program plan				Submitted under separate cover
	Annually review (and revise, as needed) and implement the permittee's written procedures to conduct reactive investigations to identify and eliminate the source(s) of illicit discharges, illicit connections or improper disposal to the MS4, based on reports received from permittee personnel, contractors, citizens, or other entities regarding suspected illicit activity. Report on the reactive investigation program as it relates to responding to reports of suspected illicit discharges, including the number of reports received, the number of investigations conducted, the number of illicit activities found, and the number and type of enforcement actions taken.				
	<i>DEP Note: If the number of reports received differs from the number of reactive investigations, please provide an explanation for the discrepancy in Column F. In addition, the permittee should re-word the "NOVs / warning letters / citations issued" reporting item to more accurately reflect its particular initial enforcement activity, if necessary.</i>				
	Reports of suspected illicit connections / discharges / dumping received	1	Report Log	City Inspectors	
	Reactive investigations of reports of suspected illicit discharges/ connections / dumping	1	Report Log	City Inspectors	
	Illicit discharges / connections / dumping found during a reactive investigation	0		Code Enforcement	Suspected illicit discharge was not found
	Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a reactive investigation	0	Code Enforcement/HTE System	Code Enforcement	
	Fines issued for illicit discharges / connections / dumping found during a reactive investigation	0	Code Enforcement/HTE System	Code Enforcement	Cannot be issued unless witnessed by code officer
	During Year 1 of the permit, develop and implement a written plan for the training of all appropriate permittee personnel (including field crews, fleet maintenance staff, and inspectors) and contractors to identify and report conditions in the stormwater facilities that may indicate the presence of illicit discharges / connections / dumping to the MS4. Follow-up training shall be provided annually. Report the number and type of training activities, and the number of permittee personnel and contractors trained (both in-house and outside training).				
	<i>DEP Note: If "0" is reported for either reporting item, please include in Column F an explanation of why training was not provided to / obtained by personnel and contractors during the applicable reporting year, the most recent year that training was previously provided / obtained, and the names of the personnel and contractors previously trained.</i>				
		Initial Training	Refresher Training		
	Personnel trained	1	15	Sign-In Sheets	Superintendent of Streets Video
	Contractors trained	0	0	Sign-In Sheets	Superintendent of Streets Contractors training provided

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

A.	B.			C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity			Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
							by County Co-permittees. Please see Joint Annual report for Documentation
Part III.A.7.d	Illicit Discharges and Improper Disposal — Spill Prevention and Response						
	Annually review (and revise, as needed) and implement the permittee's written spill-prevention/spill-response plan and procedures to prevent, contain, and respond to spills that discharge into the MS4. Report on the spill prevention and response activities, including the number of spills addressed. <i>DEP Note: The permittee may report the number of hazardous material spills separately from the number of non-hazardous material spills, <u>or</u> report one combined number, to more accurately reflect its tracking of these spills.</i>						
	Hazardous and non-hazardous material spills responded to			40	NFIRS Fire Reports	Boca Raton Fire Rescue Services	Responded As-needed
	During Year 1 of the permit, develop and implement a written plan for the training of all appropriate permittee personnel (including field crews, firefighters, fleet maintenance staff and inspectors) <u>and</u> <u>contractors</u> on proper spill prevention, containment, and response techniques and procedures. Follow-up training shall be provided annually. Report the number and type of training activities, and the number of permittee personnel and contractors trained (both in-house and outside training). <i>DEP Note: If "0" is reported for either reporting item, please include in Column F an explanation of why training was not provided to / obtained by personnel and contractors during the applicable reporting year, the most recent year that training was previously provided / obtained, and the names of the personnel and contractors previously trained.</i>						
		Initial Training	Refresher Training				
	Personnel trained	7	56		Department Records and Class Certifications	Training & Safety Division Chief	Annual re-certification for all HAZMAT techs through various 3 rd party entities as well as in-house instruction
	Contractors trained	0	0				Program being Developed
Part III.A.7.e	Illicit Discharges and Improper Disposal — Public Reporting						
	During Year 1 of the permit, develop and implement a written public education and outreach program plan to promote, publicize, and facilitate public reporting of the presence of illicit discharges and improper disposal of materials into the MS4. Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage the public reporting of suspected illicit discharges and improper disposal of materials, including the type and number of activities conducted, the type and number of materials distributed, the percentage of the population reached by the activities in total, and the number of Web site visits (if applicable).						

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

A.	B.	C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	<p><i>DEP Note: The permittee should "customize" the list of public outreach activities by removing items or adding items to the list below as appropriate to their particular public outreach program. However, the reporting item of "Estimated percentage of the population reached by the activities in total" must remain unless the permittee chooses to reference the PBC Joint AR, as demonstrated in the first reporting item below. The permittee may add more specifics to the reporting items, such as the name of the brochure or newsletter distributed. If "0" is reported in Column C for all the reporting items, and the PBC Joint AR is not referenced, please include in Column F an explanation for why no outreach was performed.</i></p> <p><i>DEP Note: All the co-permittees may refer to the PBC Joint AR in place of reporting individual items as demonstrated in the first line below. The co-permittees may remove all the other reporting items except the first one if they include reference to the PBC Joint AR. However, a permittee can choose to also report any outreach activities it performs in addition to the joint effort – in such a case, please keep the reporting items that are applicable.</i></p>				
	Public education and outreach program	The public outreach and education plan is carried out as a joint effort by the Palm Beach County Co-permittees. Please see the Palm Beach County Joint Annual Report for the public education and outreach information.			
	Web Site: Number of visitors to the stormwater-related pages	124	Information Technology	Network Analyst	City's Stormwater page on City Website
Part III.A.7.f	Illicit Discharges and Improper Disposal — Oils, Toxics, and Household Hazardous Waste Control				
	<p>During Year 1 of the permit, develop and implement a written public education and outreach program plan to encourage the proper use and disposal of used motor vehicle fluids, leftover hazardous household products, and lead acid batteries. Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage the proper use and disposal of oils, toxics, and household hazardous waste, including the type and number of activities conducted, the type and number of materials distributed, the amount of waste collected / recycled / properly disposed, the percentage of the population reached by the activities in total, and the number of Web site visits (if applicable).</p> <p><i>DEP Note: The permittee should "customize" the list of public outreach activities by removing items or adding items to the list below as appropriate to their particular public outreach program. However, the reporting item of "Estimated percentage of the population reached by the activities in total" must remain unless the permittee chooses to reference the PBC Joint AR, as demonstrated in the first reporting item below. The permittee may add more specifics to the reporting items, such as the name of the brochure or newsletter distributed. If "0" is reported in Column C for all the reporting items, and the PBC Joint AR is not referenced, please include in Column F an explanation for why no outreach was performed.</i></p> <p><i>DEP Note: All the co-permittees may refer to the PBC Joint AR in place of reporting individual items as demonstrated in the first line below. The co-permittees may remove all the other reporting items if they include reference to the PBC Joint AR. However, a permittee can choose to also report any outreach activities it performs in addition to the joint effort – in such a case, please keep the reporting items that are applicable.</i></p>				
	Public education and outreach program	The public outreach and education plan is carried out as a joint effort by the Palm Beach County Co-permittees. Please see the Palm Beach County Joint Annual Report for the public education and outreach information.			
	Storm sewer inlets newly marked/replaced	0			Program discontinued due to ineffectiveness
	Web Site: Number of visitors to the stormwater-related pages	124	Information Technology	Network Analyst	City's Stormwater page on City Website

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

A.	B.	C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
Part III.A.7.g	Illicit Discharges and Improper Disposal — Limitation of Sanitary Sewer Seepage				
	Annually review (and revise, as needed) and implement the permittee’s written procedures to reduce or eliminate sanitary wastewater contamination into the MS4, including discharges to the MS4 from sanitary sewer overflows (SSOs) and from inflow / infiltration from collection / transmission systems and/or septic tank systems. Advise the appropriate utility owner of a violation if constituents common to wastewater contamination are discovered in the MS4. Report on the type and number of activities undertaken to reduce or eliminate SSOs and inflow/ infiltration, the number of SSOs or inflow / infiltration incidents found and the number resolved, and the name of the owner of the sanitary sewer system within the permittee’s jurisdiction.				
	<i>DEP Note: The permittee needs to “customize” this section as it pertains to the type of activities undertaken to reduce or eliminate SSOs and inflow / infiltration into the MS4. The first three reporting items below are examples.</i>				
	<i>DEP Note: The permittee should contact the appropriate authorities for accurate reporting information, such as the sanitary sewer system operator who is responsible for investigating and eliminating SSOs and the local health department who is responsible for permitting / overseeing septic tank systems.</i>				
	<i>DEP Note: Report only the SSOs and inflow / infiltration incidents into the MS4.</i>				
	Activity to reduce/eliminate SSOs and inflow / infiltration: Repair / lining of sanitary sewer system	Approx. 10,000 ft	Utility Services Document Records	Utility Services	
	Activity to reduce/eliminate SSOs and inflow / infiltration: Septic systems removed	30	Utility Services Document Records	Utility Services	
	Activity to reduce/eliminate SSOs and inflow / infiltration: Emergency generator added	6	Utility Services Document Records	Utility Services	
	SSO incidents discovered	0	Municipal Svcs Wastewater System Records	Chief of Design & Stormwater Mgr.	No incidents
	SSO incidents resolved	0	Municipal Svcs Wastewater System Records	Chief of Design & Stormwater Mgr.	No incidents
	Inflow / infiltration incidents discovered	0	Municipal Svcs Wastewater System Records	Chief of Design & Stormwater Mgr.	No incidents
	Inflow / infiltration incidents resolved	0	Municipal Svcs Wastewater System Records	Chief of Design & Stormwater Mgr.	No incidents
	Name of owner of the sanitary sewer system	City of Boca Raton			
Part III.A.8.a	Industrial and High-Risk Runoff — Identification of Priorities and Procedures for Inspections				
	Continue to maintain an up-to-date inventory of all existing high risk facilities discharging into the permittee’s MS4. The inventory shall identify the outfall and surface water body into which each high risk facility discharges. For the purposes of this permit, high risk facilities include:				
	<ul style="list-style-type: none">• Operating municipal landfills;• Hazardous waste treatment, storage, disposal and recovery facilities;• Facilities that are subject to EPCRA Title III, Section 313 (also known as the Toxics Release Inventory (TRI) maintained by the U.S. EPA); and				

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

A.	B.	C.	D.	E.	F.																																																																									
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments																																																																									
	<ul style="list-style-type: none"> Any other industrial or commercial discharge that the permittee determines is contributing a substantial pollutant loading to the permittee's MS4. This could include facilities identified through the proactive inspection program as per Part III.A.7.c of the permit. <p>Report on the high risk facilities inventory, including the type and total number of high risk facilities and the number of facilities newly added each year.</p> <p><i>DEP Note: The TRI is updated every spring / summer by the U.S. EPA at www.epa.gov/triexplorer. Select "Facility" on the left, chose your Geographic Location, and then select "Generate Report." Please indicate in Column F when (month / year) you last checked EPA's TRI for applicable facilities.</i></p> <p><i>DEP Note: The total number of high risk facilities reported needs to equal the sum of the numbers of the four types of applicable facilities.</i></p> <p>During Year 1 of the permit, develop and implement a written plan for conducting inspections of high risk facilities to determine compliance with all appropriate aspects of the stormwater program. While the permittee may determine the order and frequency of the inspections, the permittee shall inspect each identified facility at least once during the permit term; however, facilities identified as high risk due to the findings of the proactive inspection program as per Part III.A.7.c of the permit shall be inspected annually. Report on the high risk facilities inspection program, including the number of inspections conducted and the number and type of enforcement actions taken.</p> <p><i>DEP Note: If "0" is reported for the number of inspections conducted and the permittee has one or more high risk facilities, please provide an explanation in Column F for why no inspections were conducted. In addition, the permittee should re-word the "NOVs / warning letters / citations issued" reporting item to more accurately reflect its particular initial enforcement activity, if necessary</i></p> <table border="1"> <thead> <tr> <th></th><th>Number of Facilities</th><th>Number of Inspections</th><th colspan="2">For violations discovered during a high risk inspection</th><th></th><th></th><th></th></tr> <tr> <th></th><th></th><th></th><th>Fines issued</th><th>Notices of Violation (NOVs) / warning letters / citations issued</th><th></th><th></th><th></th></tr> </thead> <tbody> <tr> <td>Total high risk facilities</td><td>117</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>New high risk facilities added to the inventory during the current reporting period</td><td>0</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>Operating municipal landfills</td><td>0</td><td>0</td><td>0</td><td>0</td><td></td><td></td><td></td></tr> <tr> <td>Hazardous waste treatment, storage, disposal and recovery (HWTSDR) facilities</td><td>112</td><td>0</td><td>0</td><td>0</td><td></td><td></td><td></td></tr> <tr> <td>EPCRA Title III, Section 313 facilities (that are not landfills or HWTSDR facilities)</td><td>5</td><td>0</td><td>0</td><td>0</td><td></td><td></td><td></td></tr> <tr> <td>Facilities determined as high risk by the permittee through the proactive inspections as per Part III.A.7.c</td><td>0</td><td>0</td><td>0</td><td>0</td><td></td><td></td><td></td></tr> <tr> <td>Other facilities determined as high risk by the permittee (that are <u>not</u> facilities identified through the proactive inspections)</td><td>0</td><td>0</td><td>0</td><td>0</td><td></td><td></td><td></td></tr> </tbody> </table>						Number of Facilities	Number of Inspections	For violations discovered during a high risk inspection								Fines issued	Notices of Violation (NOVs) / warning letters / citations issued				Total high risk facilities	117							New high risk facilities added to the inventory during the current reporting period	0							Operating municipal landfills	0	0	0	0				Hazardous waste treatment, storage, disposal and recovery (HWTSDR) facilities	112	0	0	0				EPCRA Title III, Section 313 facilities (that are not landfills or HWTSDR facilities)	5	0	0	0				Facilities determined as high risk by the permittee through the proactive inspections as per Part III.A.7.c	0	0	0	0				Other facilities determined as high risk by the permittee (that are <u>not</u> facilities identified through the proactive inspections)	0	0	0	0				
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Other facilities determined as high risk by the permittee (that are <u>not</u> facilities identified through the proactive inspections)	0	0	0	0																																																																										
Part III.A.8.b	Industrial and High-Risk Runoff — Monitoring for High Risk Industries					Prioritization and inspection schedule is being finalized and inspections will begin within 12 months of permit issuance.																																																																								

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

A.	B.	C.	D.	E.	F.	
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments	
	Sampling of the discharge to the stormwater system may be required on an as-needed basis in the event that inspections of high-risk facilities disclose suspected illicit discharges to the MS4. New high-risk industrial facilities as defined in 40 CFR 122.26(d)(2)(iv)(C) must be evaluated to determine if the new discharge is contributing a substantial pollutant load to the MS4. The evaluation may include site-specific monitoring. Report the number of high risk facilities sampled.					
	High risk facilities sampled	0			None necessary	
Part III.A.9.a	Construction Site Runoff — Site Planning and Non-Structural and Structural Best Management Practices					
	Continue to implement the local codes or land development regulations and the written pre-construction site plan review procedures that require the use and maintenance of appropriate structural and non-structural erosion and sedimentation controls during construction to reduce the discharge of pollutants to the MS4. Report the number of permittee and private pre-construction site plans <u>reviewed for stormwater, erosion, and sedimentation controls</u> , and the number approved.					
	DEP Note: Please provide an explanation in Column F for any “0” reported in Column C.					
	PERMITTEE SITES: Construction site plans reviewed	0	Public Works Review Agenda	Stormwater Manager		
	PERMITTEE SITES: Construction site plans approved	0	Public Works Review Agenda	Stormwater Manager		
	PRIVATE SITES: Construction site plans reviewed	16	Public Works Review Agenda	Chief of Design & Stormwater Mgr.	All public and private construction projects are reviewed by the PWR committee of which the Stormwater Manager is a member	
	PRIVATE SITES: Construction site plans approved	16	Public Works Review Agenda	Chief of Design & Stormwater Mgr.		
	Annually review (and revise, as needed) and implement the permittee’s written procedures to notify all new development / redevelopment permit applicants of the need to obtain all required stormwater permits. Report the number of new development/redevelopment permit applicants notified of the ERP and CGP, and the number of applicants who confirmed ERP and CGP coverage.					
	DEP Note: Please provide an explanation in Column F for any “0” reported in Column C. If the number of applicants notified of ERP or CGP coverage is less than the number of construction site plans reviewed, please provide an explanation for the discrepancy in Column F.					
	Notified of ERP stormwater permit requirements	2	Permit Files	PWR Staff	Projects did not meet threshold requirements	
	Confirmed ERP coverage	2	Permit Files	PWR Staff		
	Notified of CGP stormwater permit requirements	4	Permit Files	PWR Staff		
	Confirmed CGP coverage	4	Permit Files	PWR Staff		
Part III.A.9.b	Construction Site Runoff — Inspection and Enforcement					
	As an attachment to the Year 1 Annual Report, the permittee shall submit a written plan that details the standard operating procedures for implementation of the					

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

A.	B.	C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	<p>stormwater, erosion and sedimentation inspection program for construction sites discharging stormwater to the MS4. The permittee shall implement the plan for inspecting construction sites <u>immediately upon written approval by the Department</u>. Prior to Department approval, the permittee shall continue to perform inspections in accordance with its previously developed construction site inspection procedures. Report on the inspection program for privately-operated and permittee-operated construction sites, including the number of active construction sites during the reporting year, the number of inspections of active construction sites, the percentage of active construction sites inspected, and the number and type of enforcement actions / referrals taken.</p> <p><i>DEP Note: If "0" is reported in Column C for the number of inspections conducted, please provide an explanation in Column F of why no inspections were conducted. If the number of inspections reported is equal to or less than the number of active construction sites, or the percentage inspected is less than 100%, please provide an explanation in Column F. In addition, the permittee should re-word the "NOVs / warning letters / citations issued" reporting item to more accurately reflect its particular initial enforcement activity, if necessary.</i></p> <p><i>DEP Note: Refer to Part III.A.9.b of the permit for what must be included in the construction site inspection program plan. Please provide the title of the attached plan in Column D and the name of the entity who finalized the plan in Column E.</i></p>				
	PERMITTEE SITES: Active construction sites	6	Inspection Reports	Engineering Inspectors	Gumbo Limbo, Red Reef Park, University Gardens, Por la Mar, Lake Wyman Park, and NW 12 th Ave
	PERMITTEE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs	30	Inspection Reports	Engineering Inspectors	
	PERMITTEE SITES: Percentage of active construction sites inspected	100%	Inspection Reports	Engineering Inspectors	
	PRIVATE SITES: Active construction sites	1	Inspection Reports	Engineering Inspectors	Kraeer Funeral Home
	PRIVATE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs	5	Inspection Reports	Engineering Inspectors	
	PRIVATE SITES: Percentage of active construction sites inspected	100%	Inspection Reports	Engineering Inspectors	
	Notices of Violation (NOVs) / warning letters / citations issued	0	Municipal Svcs.	Engineering Inspectors	No violations issued by Code
	Stop Work Orders issued	0	Municipal Svcs.	Engineering Inspectors	No violations issued by Code
	Fines issued	0	Municipal Svcs.	Engineering Inspectors	No violations issued by Code
	Year 1 ONLY: Attach the written construction site inspection program plan				
Part III.A.9.c	Construction Site Runoff — Site Operator Training				
	<p>During Year 1 of the permit, develop and implement a written plan for stormwater training / outreach for construction site plan reviewers, site inspectors and site operators. Provide training for permittee personnel (employed by <u>or under contract with</u> the permittee) and private persons involved in the site plan review, inspection or construction of stormwater management, erosion, and sedimentation controls. All inspectors of construction sites shall be certified through the Florida Stormwater, Erosion, and Sedimentation Control Inspector Training program, or an equivalent program approved by the Department. Follow-up training shall be provided annually. Report the number and type of training activities, the number of inspectors, site plan reviewers and site operators trained (both in-house and outside training), and the number of private persons trained by the permittee.</p>				

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE							
A.	B.			C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity			Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	<p><i>DEP Note: If "0" is reported for any of these reporting items, please include in Column F an explanation of why training was not provided to / obtained by the permittee's staff and private persons during the applicable reporting year.</i></p> <p><i>DEP Note: The permittee should report only the number of staff and private persons (i.e., private construction site operators) trained / certified during the applicable reporting year, and then note in Column F the number of staff and private persons who were previously trained / certified. Private site operator training can include pre-construction meetings.</i></p>						
		Certification Training	Initial Training (non-certification)	Refresher Training			
	Permittee construction site inspectors	0	0	0		Certificate of Completion	FDEP Certified Training Program
	Permittee construction site plan reviewers	1	0	0		Certificate of Completion	FDEP Certified Training Program
	Permittee construction site operators	8	0	0		Sign-In Sheets	NPDES Steering Committee
	Private persons	32	0			Joint Committee for Co-permittees	NPDES Joint Annual Report

SECTION VIII. CHANGES TO THE STORMWATER MANAGEMENT PROGRAM (SWMP) ACTIVITIES (Not Applicable In Year 4)		
A.	Permit Citation/ SWMP Element	<p>Proposed Changes to the Stormwater Management Program Activities Established as Specific Requirements Under Part III.A of the Permit (Including the Rationale for the Change) — REQUIRES DEP APPROVAL PRIOR TO CHANGE IF PROPOSING TO REPLACE OR DELETE AN ACTIVITY.</p> <p><i>DEP Note: There may be changes deemed necessary after developing / reviewing your plans and SOPs as per Part III.A of the permit, after completing your SWMP evaluation as per Part VI.B.2 of the permit, or due to a TMDL / BMAP as per Part VIII.B of the permit.</i></p>
		Plan for inspections of construction sites (Part III.A.9.b) is attached for approval.
B.	Permit Citation/ SWMP Element	<p>Changes to the Stormwater Management Program Activities NOT Established as Specific Requirements Under Part III.A of the Permit (Including the Rationale for the Change)</p> <p><i>DEP Note: There may be changes deemed necessary after developing / reviewing your plans and SOPs as per Part III.A of the permit, after completing your SWMP evaluation as per Part VI.B.2 of the permit, or due to a TMDL / BMAP as per Part VIII.B of the permit.</i></p>
		No Changes Proposed

CHECKLIST A: ATTACHMENTS TO BE SUBMITTED WITH THE ANNUAL REPORTS

Below is a list of items required by the permit that may need to be attached to the annual report. Please check the appropriate box to indicate whether the item is attached or is not applicable for the current reporting period. Please provide the number and the title of the attachments in the blanks provided.

Attached	N/A	Rule / Permit Citation	Required Attachment	Attachment Number	Attachment Title
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part II.F	EACH ANNUAL REPORT: If program resources have decreased from the previous year, a discussion of the impacts on the implementation of the SWMP.		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.1	EACH ANNUAL REPORT: An explanation of why the minimum inspection frequency in Table II.A.1.a was not met, if applicable.	1	Attachment 1
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.4	EACH ANNUAL REPORT: A list of the flood control projects that did <u>not</u> include stormwater treatment and an explanation for each of why it did not, if applicable.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.7.a	EACH ANNUAL REPORT: A report on amendments / changes to the legal authority to control illicit discharges, connections, dumping, and spills, if applicable.		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part V.B.9	EACH ANNUAL REPORT: Reporting and assessment of monitoring results. [Also addressed in Section III of the Annual Report Form]	2	Attachment 2
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part VI.B.2	EACH ANNUAL REPORT: An evaluation of the effectiveness of the SWMP in reducing pollutant loads discharged from the MS4 that, <u>at a minimum</u> , must include responses to the questions listed in the permit.	3	Attachment 3 Effective of the SWMP
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VIII.B.3.e	EACH ANNUAL REPORT: A status report on the implementation of the requirements in this section of the permit and on the estimated load reductions that have occurred for the pollutant(s) of concern.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VIII.B.4.f	EACH ANNUAL REPORT after approval of the BPCP: The status of the implementation of the Bacterial Pollution Control Plan (BPCP).		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Rule 62-624.600(2)(a), F.A.C.	YEAR 1: An inventory of all known major outfalls and a map depicting the location of the major outfalls (hard copy or CD-ROM).	4	Attachment 4 NPDES Inventory of Major Outfalls
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.3	YEAR 1: If have curbs and gutters but no street sweeping program, an explanation of why no street sweeping program and the alternate BMPs used or planned.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.6	YEAR 1 or YEAR 2: A copy of the adopted Florida-friendly Ordinance, if applicable.		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.c	YEAR 1: A proactive illicit discharge / connection / dumping inspection program plan.	5	Attachment 5
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.9.b	YEAR 1: A construction site inspection program plan. [For approval by DEP]	6	Attachment 6
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.2	YEAR 2: A summary report of a review of codes and regulations to reduce the stormwater impact from new development / redevelopment.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part V.A.2	YEAR 3: Estimates of annual pollutant loadings and EMCs, and a table comparing the current calculated loadings with those from the previous two Year 3 ARs.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.2	YEAR 4: A follow-up report on plan implementation of changes to codes and regulations to reduce the stormwater impact from new development / redevelopment.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part V.A.3	YEAR 4: If the total annual pollutant loadings have not decreased over the past two permit cycles, revisions to the SWMP, as appropriate.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part V.B.3	YEAR 4: The monitoring plan (with revisions, if applicable).		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VII.C	YEAR 4: An application to renew the permit.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VIII.B.3.d	YEAR 4: A TMDL Implementation Plan / Supplemental SWMP.		

CHECKLIST B: THE REQUIRED ANNUAL REVIEWS OF WRITTEN STANDARD OPERATING PROCEDURES (SOPs) & PLANS

The permit requires annual review, and revision if needed, of written Standard Operating Procedures (SOPs) and plans (e.g., public education and outreach, training, inspections). Please indicate your review status below. **If you have made revisions that need DEP approval, you must complete Section VIII.A of the annual report.**

Did not complete review of existing SOP / Plan	Developed new written SOP / Plan	Reviewed & no revision needed to existing SOP / Plan	Reviewed & revised existing SOP / Plan	Permit Citation	Description of Required SOPs / Plans
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.1	SOP and/or schedule of inspections and maintenance activities of the structural controls and roadway stormwater collection system.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.2	SOP for development project review and permitting procedures and/or local codes and regulations for new development / areas of significant development.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.3	SOP for the litter control program.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.3	SOP for the street sweeping program.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.3	SOP for inspections of equipment yards and maintenance shops that support road maintenance activities.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.5	SOP for inspections of waste treatment, storage, and disposal facilities not covered by an NPDES stormwater permit.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.6	Plan for public education and outreach on reducing the use of pesticides, herbicides and fertilizer.
N/A	N/A	N/A	N/A	Part III.A.6	Plan for pesticide, herbicide and fertilizer application training <i>DEP Note: A plan is not necessary since the FDACS certification / licensing program adequately fulfills the permit requirement.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.6	SOP for reducing the use of pesticides, herbicides and fertilizer, and for the proper application, storage and mixing of these products.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.7.c	Plan for proactive illicit discharge / connections / dumping inspections.*
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.7.c	SOP for reactive illicit discharge / connections / dumping investigations.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.7.c	Plan for illicit discharge training.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.7.d	SOP for spill prevention and response efforts.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.7.d	Plan for spill prevention and response training.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.7.e	Plan for public education and outreach on how to identify and report the illicit discharges and improper disposal to the MS4.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.7.f	Plan for public education and outreach on the proper use and disposal of oils, toxics and household hazardous waste.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.7.g	SOP to reduce / eliminate sanitary wastewater contamination of the MS4.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.8	SOP for inspections of high risk industrial facilities.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.9.a	SOP for construction site plan review for stormwater, erosion and sedimentation controls, and ERP and CGP coverage.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.9.b	Plan for inspections of construction sites.*
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.9.c	Plan for stormwater, erosion and sedimentation BMPs training.

* Revisions to these plans require DEP approval – please complete Section VIII.A of the annual report.

REMINDER LIST OF THE TMDL / BMAP REPORTS TO BE SUBMITTED <u>SEPARATELY</u> FROM AN ANNUAL REPORT		
Rule / Permit Citation	Report Title	Due Date
Part VIII.B.3.a	6 MONTHS from effective date of permit: TMDL Prioritization Report.	9/2/11
Part VIII.B.3.b	12 MONTHS from effective date of permit: TMDL Monitoring and Assessment Plan.	3/2/12
Part VIII.B.3.c	6 MONTHS from receiving analyses from the lab: TMDL Monitoring Report.	TBD
Part VIII.B.4	30 MONTHS from effective date of permit: A Bacterial Pollution Control Plan (BPCP).	9/2/13

**END OF REVISED TAILORED MS4 AR FORM
CYCLE 3 PERMIT**

Attachment 1

The City of Boca Raton did not meet the minimum inspection frequency due to the fact that year 1 of the current permit was shortened to a six month period.

Attachment 2

Reporting and assessment of monitoring results will be included in the Joint Annual Report submitted by Northern Palm Beach County Improvement District.

Attachment 3

Effectiveness of the SWMP

- a. *Have stormwater pollutant loadings discharged from the MS4 decreased? Why or why not?*

Empirical data suggests that more pollutant loadings are being removed by our Street Sweeping Program which reduces the amount of pollutant loadings into the City's MS4.

- b. *Which components of the SWMP are working well and are effective in reducing stormwater pollutant loadings? Why are they effective?*

The City's strict Street Sweeping Program is the most effective way to reduce stormwater pollutant loadings into our MS4.

- c. *Which components of the SWMP are not working well and need to be revised to make them more effective in reducing stormwater pollutant loadings?*

The City believes it is difficult to measure the effectiveness of the public outreach program and therefore it may not have a cost benefit.

- d. *Which components of the SWMP do not contribute to reducing stormwater pollutant loads and could be revised or eliminated, and why?*

The City's believes the EPA needs to revise what is classified as a High Risk Facility. Under the current system, the City is required to inspect all high risk facilities that have the potential to discharge into our MS4. The City believes it is a waste of resources to inspect all facilities even though those specific pollutants have not been found in our system. Some facilities should be added to the reactive inspection program instead of being listed as a High Risk Facility.

- e. *Is the monitoring program providing data that can be used to assess the effectiveness of the SWMP in reducing stormwater pollutant loadings, assess the effectiveness of specific BMP's, and determine where stormwater retrofitting projects should be prioritized for implementation?*

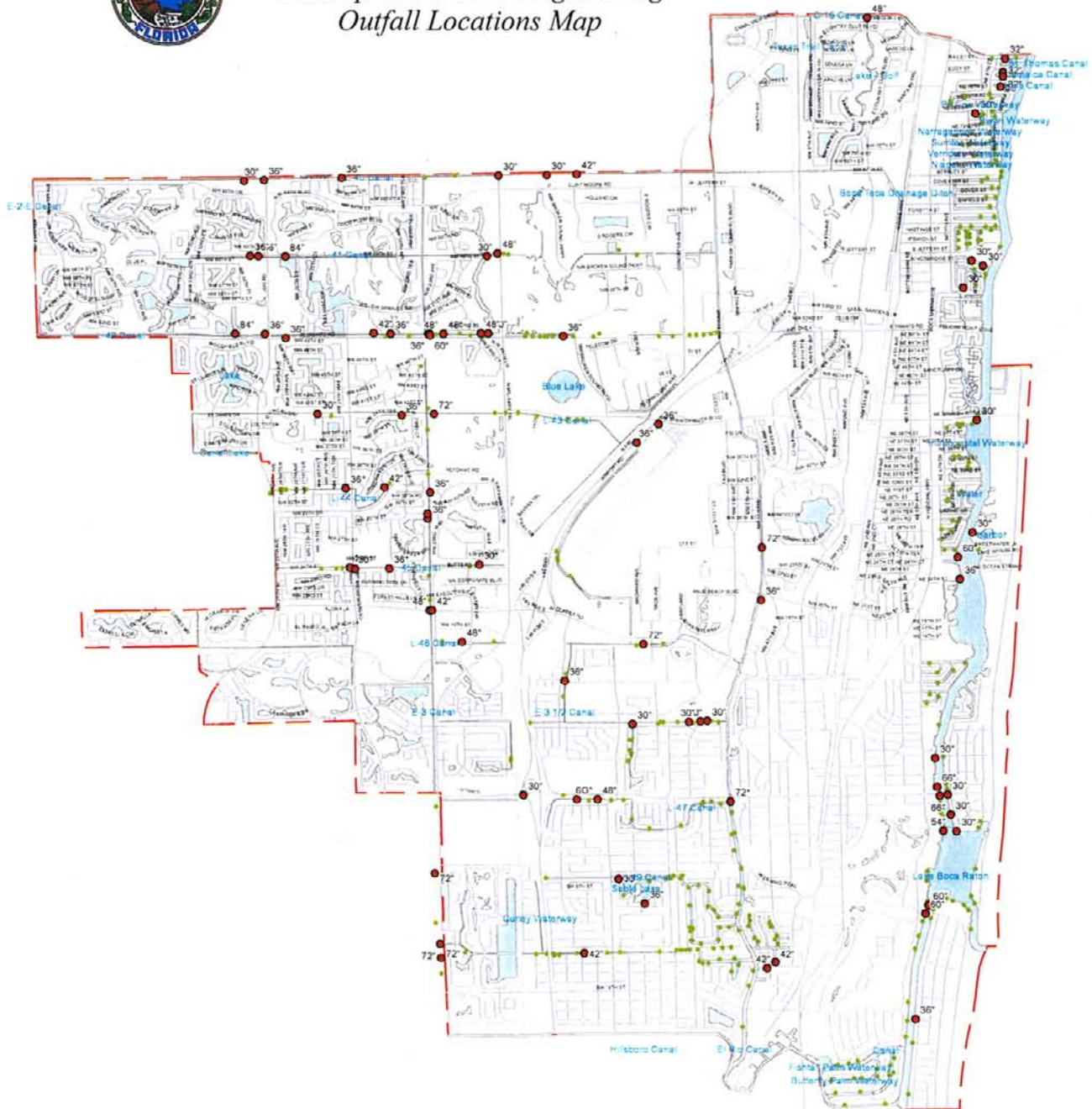
The monitoring program would be more effective if the monitoring effort was used to find specific pollutants. It would also be more effective if our canal system was treated as a conveyance system and not as outstanding Florida waters. Our canal system is comprised of wholly artificial waterbodies created by excavation.

Attachment 4

NPDES Inventory of Major Outfalls



City of Boca Raton
Municipal Services / Engineering
Outfall Locations Map



0 1,800 3,600 7,200 Feet

1 inch = 3,500 feet

Legend

- Major Outfall selection (84)
- Outfall

2007

NPDES Inventory of Major Outfalls

1	GIS_TAGX	GIS_TAGY	OUT_	OUT_SIZE	OUT_DE	SITE_ADDR
2	804661.2522	759458.8426	PIPE	32" DIA	RCP	Tropic Isles
3	804596.6807	758867.891	PIPE	32" DIA	RCP	Tropic Isles
4	804598.7999	758867.8075	PIPE	32" DIA	RCP	Tropic Isles
5	804612.1265	758505.8587	PIPE	30" DIA	RCP	Tropic Isles
6	803777.7182	757482.57	PIPE	30" DIA	RCP	Boca Bay Colony
7	803519.646	752632.3645	PIPE	30" DIA	RCP	Caribbean Keys
8	803920.5939	752461.5904	PIPE	30" DIA	CMP	Caribbean Keys
9	803294.2565	751662.7392	PIPE	30" DIA	RCP	Caribbean Keys
10	803907.5667	747074.4132	PIPE	30" DIA	RCP	Lake Rogers Isle
11	781577.7327	744572.4445	PIPE	36" DIA	RCP	Boca Madera
12	803703.1706	743005.8824	PIPE	30" DIA	CMP	Redhammer
13	795247.8997	733848.8954	PIPE	72" DIA	RCP	700 Palmetto Park Rd.
14	783539.5152	741961.4758	PIPE	36" DIA	ACMP	Arvida Executive Center
15	802661.2869	735300.8559	PIPE	30" DIA	RCP	Kinney & Gates
16	802590.7693	734360.3197	PIPE	66" DIA	RCP	Jennings Property
17	802556.7153	733956.1042	PIPE	66" DIA	RCP	Silver Palm Park
18	802847.3368	734082.5592	PIPE	30" DIA	RCP	Intracoastal Condominiums
19	802988.8925	733390.6625	PIPE	30" DIA	RCP	Por La Mar
20	802457.4799	732916.0239	PIPE	54" DIA	RCP	Boca Hotel & Club
21	792300.4533	730560.2979	PIPE	36" DIA	RCP	Camino Gardens
22	796869.2053	728401.0197	PIPE	42" DIA	RCP	Estoville
23	803190.2746	732966.54	PIPE	30" DIA	RCP	Por La Mar
24	802143.561	730240.389	PIPE	60" DIA	RCP	Camino Real
25	801630.3041	726391.1168	PIPE	36" DIA		Spanish River land Co.
26	796397.0807	742479.9039	PIPE	72" DIA	RCP	E-4 & Dixie Hwy.
27	796336.4002	740926.1361	PIPE	36" DIA	RCP	NW 20th Street
28	803235.6758	742344.8995	PIPE	60" DIA	RCP	NE 24th St.
29	803215.09	741593.036	PIPE	36" DIA	CAP	Fifth Avenue Shops I Lake Wyman Park
30	785242.4809	728628.269	PIPE	72" DIA	CMP	City under Military Trail to east (new)
31	785245.6837	728395.3915	PIPE	72" DIA	CMP	City under Military Trail to east
32	785201.3902	731314.046	PIPE	72" DIA	CMP	City under Military Trail off L-49
33	800173.9459	760966.6673	PIPE	48" DIA	CMP	Hidden Valley
34	785017.0151	740322.6965	PIPE	48" DIA	RCP	University park (G'ades Rd.)
35	785016.7517	740327.3515	PIPE	42" DIA	RCP	Glades Road
36	785001.963	743537.8055	PIPE	36" DIA	CMP	Timbercreek
37	784998.7559	743707.5277	PIPE	36" DIA	CMP	Boca Bath & Tennis Club (private)
38	784986.7383	744338.451	PIPE	36" DIA	CMP	Boca Bath & Tennis Club (private)
39	785060.1938	747243.6131	PIPE	72" DIA	CMP	NW 40th Street culvert
40	796315.8509	728270.5735	PIPE	42" DIA	RCP	Estoville Stub Canals
41	790343.2776	728765.531	PIPE	42" DIA	RCP	Boca Raton Square Unft 17
42	790352.8915	731288.2246	PIPE	30" DIA	RCP	Boca Raton Sqauro Unit 9
43	787930.7815	733947.819	PIPE	30" DIA	RCP	SCLRR@L-48
44	790127.1893	733900.1066	PIPE	60" DIA	RCP	Palmetto Park Rd. @ swale
45	791052.5577	733918.7577	PIPE	48" DIA	RCP	Palmetto Pk Rd (pretzel) swale
46	792009.4204	736683.2673	PIPE	30" DIA	CMP	Lake Floresta Park Sect. 2
47	793986.0695	736583.5789	PIPE	30" DIA	RCP	Mizner P1. 11
48	794380.8495	736586.3465	PIPE	30" DIA	RCP	Mizner P1. 11

NPDES Inventory of Major Outfalls

49	794630.371	736588.0958	PIPE	30" DIA	RCP	Mizner Pt. 11
50	789669.0225	737970.8842	PIPE	36" DIA	CMP	Sabal Park
51	786043.228	739282.2894	PIPE	48" DIA	CMP	Glades So. Plaza
52	792436.3387	739266.0928	PIPE	72" DIA	RCP	Pinelands East
53	782212.9532	741914.0786	PIPE	30" DIA	CMP	St. Andrews Blvd.
54	782223.3883	741914.7318	PIPE	30" DIA	CMP	St. Andrews Blvd.
55	782399.0813	741923.2795	PIPE	30" DIA	SP	Univ. Pk. CC Estates
56	786639.0857	742045.2746	PIPE	30" DIA	CMP	Boca Bath & Tennis Club
57	783396.2959	744574.5941	PIPE	42" DIA	CMP	Timbercreek N.
58	781093.7464	747188.1703	PIPE	30" DIA	CMP	BocaTierra 1st Add.
59	783894.2666	747252.9658	PIPE	36" DIA	CMP	Mill Pond No.
60	793628.9109	748020.827	PIPE	36" DIA	CMP	Boca Airport
61	792868.0123	747380.5534	PIPE	36" DIA	RCP	Boca Airport
62	782698.0044	749956.2342	PIPE	42" DIA	CMP	Arvida Park of Commerce
63	784728.5435	749937.296	PIPE	48" DIA	CMP	Arvida C.C.
64	784819.9461	749936.4671	PIPE	36" DIA	CMP	Arvida C.C.
65	784819.9461	749936.4671	PIPE	60" DIA	CMP	S. Of Yamato Rd. E-3 Culvert
66	785138.5475	749936.2903	PIPE	48" DIA	CMP	Arvida C.C.
67	786679.6681	749947.1958	PIPE	48" DIA	CMP	Arvida C.C.
68	791077.5079	749940.7018	PIPE	36" DIA	RCP	Yamato Rd.
69	786852.182	752711.1979	PIPE	30" DIA	CMP	Arvida C.C.
70	787198.4446	752713.5489	PIPE	48" DIA	CMP	Arvida C.C.
71	787532.0059	755405.1783	PIPE	30" DIA	CMP	Clint Moore Rd. & Military Tr.
72	788832.3067	755414.2372	PIPE	30" DIA	CMP	Clint Moore Rd. south side
73	789881.2116	755421.4109	PIPE	42" DIA	RCP	S. Congress Industrial Cntr.
74	786908.4418	749948.8147	PIPE	40" DIA	CMP	Arvida CC P III University Pk.
75	783316.3184	749960.5954	PIPE	36" DIA	CMP	Arvida CC P III University Pk.
76	779922.688	749937.8624	PIPE	36" DIA	CMP	The Seasons
77	779349.0876	749930.0669	PIPE	36" DIA	CMP	The Seasons
78	777925.9445	749888.5434	PIPE	84" DIA	CMP	Woodfield C.C.
79	780586.17	755266.1283	PIPE	36" DIA	CMP	Arvida C.C.
80	779070.2113	755231.5726	PIPE	36" DIA	CMP	Palm Beach County
81	778412.2337	755235.494	PIPE	30" DIA	CMP	Palm Beach County
82	778670.5651	752579.801	PIPE	36" DIA	CMP	The Seasons
83	778934.5787	752584.9173	PIPE	36" DIA	CMP	The Seasons
84	779883.3457	752577.2647	PIPE	84" DIA	CMP	Arvida C.C.

Attachment 5

Proactive Inspection Program

1. Procedure and Criteria for identifying priority areas/facilities

For consistency with the Municipal Separate Storm Sewer System (MS4) National Pollutant Discharge Elimination System (NPDES) permit, the following areas are considered a priority in the inspection program:

- Industrial, commercial, or mixed use areas
- Areas with history of past illicit discharges and/or illegal dumping
- Areas with on-site sewage disposal systems
- Areas upstream of sensitive or impaired water bodies

The attached map depicts the areas zoned as industrial or commercial, that lie within our MS4 contributing area or in an area that discharges from an outfall for which we are responsible.

The map is updated each year, typically in the month of July, by the Stormwater department and saved as a PDF format file for use by all.

2. List of identified priority areas/facilities

Each year, a list of addresses is created from an overlay of the map above and the County's current parcel map and associated database. This list is cross-referenced with the Florida Department of Environmental Protection (FDEP) list of facilities that have a Multi-Sector Generic Permit (MSGP). If any facilities that appear to require an MSGP are not on the FDEP list, the names and addresses of those businesses are referred to FDEP. The annual creation of the list of addresses and cross-referencing with the FDEP MSGP database is done by the Stormwater department, typically in the month of July of each year.

3. Annual schedule for inspections

All priority areas/facilities are inspected at least once within the current five-year permit term. The inspection area has been divided into five zones. One zone will be inspected during each year of the permit term. If an area is found to have illicit discharges/connections/dumping, it is re-inspected for compliance and if warranted, specific facilities within that area are considered for placement on the high risk facility list for more frequent inspection.

In addition, inspections for signs of illicit discharges are part of the Standard Operating Procedure for all structural control inspections and maintenance. A "checkbox" for this activity is included on the inspection forms for those activities. If a suspected illicit is identified, it is reported to the Stormwater Manager for investigation under the Reactive Investigations program.

Finally, all appropriate field personnel receive illicit discharge and illegal dumping identification and notification training. If a suspected illicit is identified during the course of performing their regular activities, it is reported to the Stormwater Manager for investigation under the Reactive Investigations program.

The field inspections are the primary responsibility of Engineering Inspectors. The pro-active inspections that take place during the inspection of structural controls and other MS4 components, is the responsibility of Engineering Inspectors. Inspections are carried out throughout the year.

4. Procedure for conducting inspections

The inspector(s) patrols the prioritized area searching for indications of illicit discharges/connections/dumping into the City's MS4, in accordance with the training received. If any are identified, the inspector makes a cursory attempt at identifying the source of the illicit. If the source is identified, the inspector makes the decision to either approach the facility owner or refer the finding to his supervisor for further action. In speaking with the facility owner or operator, the inspector advises of the findings and cites the ordinance which prohibits such discharges (Article IX, Sec. 17-255, City Code of Ordinances). The inspector uses photo documentation to support the inspection. The inspector indicates his/her intention to return to verify that the problem has been corrected.

If no source is identified, the findings are reported to the inspector's supervisor for further investigation.

The pro-active inspections that take place during the inspection of structural controls and other MS4 components, is the responsibility of Engineering Inspectors. Inspections are carried out throughout the year.

Table of inspector/zones etc...

5. Procedure for tracing source of discovered illicit discharge

Visual observation, investigation, and testing if necessary, are used to identify the source of an illicit discharges/connections/dumping.

6. Procedure for eliminating the discharge

If an illicit connection to the MS4 through a pipe is identified, it is immediately terminated (plugged or removed). If the illicit is traced back to a property owner/operator, the owner of the property is contacted by Code Enforcement. The owner is notified of the problem and asked to address the situation immediately. The owner is also notified of the re-inspection date, typically one week.

7. Procedure for documenting the inspections and enforcement activities

The attached inspection form is used for pro-active inspections and the subsequent follow-up. Photo documentation will also be provided, as needed. Selected activity related to the pro-active inspection program is logged into a database for management. The electronic files facilitate follow-up, referrals and year-end summarizing.

8. Procedures for enforcement actions (or referrals to appropriate jurisdictional authority)

For cases within Boca Raton's MS4 contributing area, an unresolved matter is handled by the code compliance division. Code compliance assigns a case number and follows through to resolution. For cases outside Boca Raton's MS4, the appropriate entity is notified (FDOT, Palm Beach County, etc.) by the Stormwater Manager.

9. Identification of staff /department/outside entity responsible for inspections and for enforcement

Inspection activities are carried out by two inspectors and one senior inspector. Follow-up and management are provided by the Stormwater Manager. Documentation is handled by the Records Manager/Data Analyst. Code officers are called in as needed.

10. Description of resources allocated to implement this permit element

The City of Boca Raton has multiple staff members that participate in the pro-active inspection program. The City uses Engineering Inspectors, Streets employees, CADD technicians, Records Manager/Data Analyst and the Stormwater Manager to implement this permit requirement.



City of Boca Raton
Proactive Illicit Discharge/Illegal Connection Inspection Form
(Use as many sheets as necessary)

Date of Inspection: _____ Inspector Name: _____

☐ New Inspection ☐ Follow-up Inspection

Description of inspection area: _____

Identification of MS4 component that could receive discharge from this site/area: _____

Findings:

Evidence of illicit connections to storm sewer?	Yes___ No___
Evidence of dumping/spills to storm sewer?	Yes___ No___
Evidence of wash water going to storm sewer?	Yes___ No___
Storage tanks leaking or improperly contained?	Yes___ No___
Stockpiles/debris piles uncontained?	Yes___ No___

If "yes," to any above, describe:

Type of Enforcement Action Taken: _____

Date to verify correction: _____

Attachment 6

Construction Site Inspection Plan and Inspection Form

Construction site inspections are conducted for permitted land-disturbing projects which have the potential to discharge stormwater runoff into our MS4.

Timing

Construction site inspections are conducted:

- Before the start of construction, after the placement of temporary BMPs
- During construction (one or more inspections, based on the project's potential for discharge to our MS4)
- At the end of the construction
- As determined and needed throughout the course of the construction activity

Site Priority

All construction sites are considered priority if they have the potential to discharge into our MS4. Sites will be inspected with a frequency determined to be appropriate during the site plan review process and with consideration to rainfall events. In addition, any site where compliance is a concern, inspections will occur more frequently.

Inspection Procedure

The City of Boca Raton requires all construction site operators on permitted projects to complete an NPDES approved checklist to ensure compliance to all rules and regulations regarding discharges into our MS4. City inspections are the responsibility of Engineering Inspectors and are conducted using the attached construction site inspection form. The intent of the inspection is to verify that BMPs are being performed and to document the inspections. All completed inspection forms are kept by the Records Manager.

Enforcement

Instances of non-compliance will be handled with successively more rigorous enforcement measures.

1. Notice of Violation
2. Stop work order
3. Fines

The construction site inspector will issue notices of violation or stop work orders as deemed necessary. Fines will be issued by Code Enforcement if necessary.



Construction Site Inspection Form

Date of Inspection: _____

Inspector Name: _____

Site: _____

Address: _____

Lat/Long of discharge point: _____ Receiving water body: _____

Project owner: ☐ Private ☐ City of Boca Raton

YES NO N/A

- | | | | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Erosion & Sedimentation Controls are installed as shown on plan. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Erosion is being controlled on site. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Sedimentation is being contained on site. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | No indication of sedimentation leaving the site. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | SWPP & completed inspection forms are on site & available. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Prior non-compliance issues have been addressed. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | All other sources of pollution are being controlled. |

Comments:
