



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 Delray Beach		
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): 03/02/2011 through 09/30/2011		
F.	Name of the Responsible Authority: David T. Harden		
	Title: City Manager		
	Mailing Address: 100 NW 1 st Avenue		
	City: Delray Beach, FL	Zip Code: 33444	County: Palm Beach
	Telephone Number: 561-243-7322	Fax Number: 561-2437199	
	E-mail Address: Harden@mydelraybeach.com		
G.	Name of the Designated Stormwater Management Program Contact (if different from Section I.F above): Randal Krejcarek, PE, LEED AP, GISP		
	Title: City Engineer		
	Department: Environmental Services		
	Mailing Address: 434 South Swinton Avenue		
	City: Delray Beach, FL	Zip Code: 33444	County: Palm Beach
	Telephone Number: 561-243-7322	Fax Number: 561-246-7060	
	E-mail Address: Krejcarek@mydelraybeach.com		

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.
B.	Provide a brief discussion of the monitoring results to date: <ul style="list-style-type: none">• 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: \$2,852,924.65 (10/11-09/11) <i>DEP Note: If program resources have decreased from the previous year, attach a discussion of the impacts on the</i>
B.	Total budget for the NPDES stormwater management program for the subsequent reporting year: \$3,357,569.00

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 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.
X	<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.
X	<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"/>	X	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"/>	X	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): David T. Harden

Title: City Manager

Signature:  Date: 1/20/2012

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 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. <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> 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. <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> Entity Performing the Activity CI: Community Improvement CE: Code Enforcement CM/PI: City Manager Public Information ENG: Engineering CO: Construction FD Sp Ops: Fire Department Special Operations FI: Finance IPP/BF: Industrial Pretreatment, Back Flow IT: Information Technology LPC: Litter Prevention Coordinator PR: Parks and Recreation PW: Public Works SA: Stormwater Administrator SAM: Stormwater and Me UT: Utilities W/S: Water/Sewer				

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

A. Permit Citation/SWMP Element	B. Permit Requirement/Quantifiable SWMP Activity					C. Number of Activities Performed	D. Documentation / Record	E. Entity Performing the Activity	F. Comments
	Type of Structure	Number of Activities Performed					Documentation / Record	Entity Performing the Activity	Comments
		Total Number of Structures	Number of Inspections	Percentage Inspected	Number of Maintenance Activities	Percentage Maintained			
	Exfiltration trench / French drains (linear feet)	12,211	0	0	7,142	86	S:\PW SW Monthly Report for NPDES 2010-11.xls	PW	Inspections done outside short reporting period
	Grass treatment swales (square feet)	22,977	22,977	100	617.5	2.7	S:\PW SW Monthly Report for NPDES 2010-11.xls	PW	Total square footage of all swales not yet tallied
	Dry detention systems	22	108	100	107	100	S:\PW SW Monthly Report for NPDES 2010-11.xls	PW	
	Wet detention systems	1	1	100	1	100	S:\PW SW Monthly Report for NPDES 2010-11.xls	PW	
	Pollution control boxes	7	1	14	1	14	S:\PW SW Monthly Report for NPDES 2010-11.xls	PW	
	Stormwater pump stations	7	84	100	84	100	Bailus U:\NPDES\Storm Water Pump Station Debris Monthly Report.xlsx	UT	
	Major stormwater outfalls	23	0	0	0	0	S:\PW SW Monthly Report for NPDES 2010-11.xls	PW	New requirement, inspection added.
	Weirs or other control structures	7	1	14	1	14	S:\PW SW Monthly Report for NPDES 2010-11.xls	PW	Total number of inlets with weirs not yet tallied. Refer to pollution control boxes for known weirs/baffles/gates.
	MS4 pipes (linear feet)	107,214	0	0	12,551	11.71	S:\PW SW Monthly Report for NPDES 2010-11.xls	PW	No culverts. New requirement, inspection added. Total miles of pipe not yet tallied.
	Inlets / catch basins / grates	2,630	92	3.5	53	2	S:\PW SW Monthly Report for NPDES 2010-11.xls	PW	

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	ATTACH explanation if any of the minimum inspection frequencies in Table II.A.1.a were <u>not</u> met		S:\PW SW Monthly Report for NPDES 2010-11.xls	PW	Attachment #1
	Year 1 ONLY: Attach a map of all known major outfalls as per Rule 62-624.600(2)(a), F.A.C.		Bailus U:\NPDES\GIS Maps\Major City Outfalls 2011.mxd	SA	Attachment #2
Part III.A.2	Areas of New Development and 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 new development / significant redevelopment projects reviewed	8	S:\EngAdmin\TAC\TAC Project and Assets\TAC Reports.accdb	ESD Engineering	
	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	Daily	Parks Maintenance Management Report Detail Activity Report (Hansen's)	PR	There are two different litter programs. One by employee work orders and one by city generated public education. They are run differently. City workers daily, public involvement include events such as the neighborhood and coastal cleanups.

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	PERMITTEE Litter Control Program: Hours of Maintenance	5,588.79	Parks Maintenance Management Report Detail Activity Report (Hansen's)	PR	
	CONTRACTOR Litter Control Program: Frequency of litter collection	0	0	0	City does not use contractor
<p>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.</p> <p><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></p>					
	International Coastal Cleanup Events: Total miles cleaned	2.38	Known path measured on Google Earth	Sandoway House, City staff and volunteers	
	Great American Coastal Cleanup Events: Estimated amount of litter collected (lbs)	185	Sandoway House email and Registration forms	Sandoway House, City staff and volunteers	
	Adopt-A-Street Program: Total miles cleaned	13.63	Neighborhood Association map scaled by Stormwater Administrator (hardcopy)	LPC and 14 different community services and businesses	
	Adopt-A-Street Program: Estimated amount of litter collected (pounds)	408	Adopt a Street Cumulative Report 2011.xls (Buce)	LPC and 14 different community services and businesses	
<p>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.</p> <p><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></p> <p><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></p>					
	Frequency of street sweeping (days) for 695, 696 & 697	304	S:\PW SW Monthly Report for NPDES 2010-11.xls	PW	Daily 10/10-9/11
	Total curb miles swept (per year)	5,490	S:\PW SW Monthly Report for NPDES 2010-11.xls	PW	3/11-10/11

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	Total cubic yards collected 695	157	S:\PW SW Monthly Report for NPDES 2010-11.xls	PW	3/11-10/11
	Estimated quantity of sweeping material collected 696, 697 (pounds)	504,540	S:\PW SW Monthly Report for NPDES 2010-11.xls	PW	3/11-10/11
	Total nitrogen loadings removed (pounds)	350.35	S:\PW SW Monthly Report for NPDES 2010-11.xls against Median Value of Nutrient Removal table	PW	
	Total phosphorus loadings removed (pounds)	224.65	S:\PW SW Monthly Report for NPDES 2010-11.xls against Median Value of Nutrient Removal table	PW	
	Year 1 ONLY: If have curbs and gutters, attach explanation of why no street sweeping program and the alternate BMPs used or planned				N/A
	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.				
<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>					
		Number of Inspections			
	Roll off (transfer station):	3	Daily Log for Well field Operating Permit/Spill Incident Report (Rummell hardcopy)	Fleet Superintendent	434 S. Swinton Ave., Delray Beach FL 33444
Part III.A.4	Flood Control Projects	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.			
	<i>DEP Note: A "stormwater retrofit project" is one implemented primarily to provide stormwater treatment.</i>				
	<i>DEP Note: 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.</i>				
	<i>DEP Note: 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</i>				

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	<i>name of the entity who finalized the list in Column E.</i>				
	Flood control projects completed during the reporting period	0	Capital Improvement Plan Fiscal Years 2010-2016	ENG	Projects ongoing but none completed during reporting period.
	Flood control projects completed during the reporting period that did <u>not</u> include stormwater treatment	0	Capital Improvement Plan Fiscal Years 2010-2016	ENG	All include treatment
	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		Capital Improvement Plan Fiscal Years 2010-2016	ENG	N/A
	Stormwater retrofit projects planned	3	Capital Improvement Plan Fiscal Years 2010-2016	ENG	
	Stormwater retrofit projects under construction during the reporting period	4	Capital Improvement Plan Fiscal Years 2010-2016	ENG	
	Stormwater retrofit projects completed during the reporting period	0	Capital Improvement Plan Fiscal Years 2010-2016	ENG	Under construction, but not yet completed
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			
	Public Works Fleet:	3	Daily Log for Well field Operating Permit/Spill Incident Report (Rummell hardcopy)	Fleet Superintendent	434 S. Swinton Ave., Delray Beach, FL 33444
Part III.A.6	Pesticides, Herbicides, and Fertilizer Application				
	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				

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	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. <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>				
	PERSONNEL: Florida Department of Agriculture and Consumer Services (FDACS) certified applicators of pesticides and herbicides	3	FL Dept. of Agriculture and Consumer Services (hardcopy in personnel file)	PR: Stevens, Rivera and Hazel	
	CONTRACTORS: FDACS certified / licensed applicators of pesticides and herbicides	5	FL Dept. of Agriculture and Consumer Services (hardcopy in Finance file)	Complete Property Services of S. FL, Tree Huggers Landscaping, Vila & Sons, Sports Turf One, Gator Landscaping	
	CONTRACTORS: FDACS certified / licensed applicators of fertilizer	5	FL Dept. of Agriculture and Consumer Services (hardcopy in Finance file)	Complete Property Services of S. FL, Tree Huggers Landscaping, Vila & Sons, Sports Turf One, Gator Landscaping	
	PERSONNEL: Green Industry BMP Program training completed	3	FL Dept. of Agriculture and Consumer Services (hardcopy in personnel file)	PR: Stevens, Rivera and Hazel	
	CONTRACTORS: Green Industry BMP Program training completed	0	FL Dept. of Agriculture and Consumer Services (hardcopy in Finance file)	0	New permit requirement by January 1, 2014
	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. <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> <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>				
	Year 1 or Year 2 ONLY: Attach copy of adopted Florida-friendly ordinance				Year 2

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Permit Citation/SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	<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: right;">FYN PROGRAM FUNDING: Permittee Provides Funding? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Amount of Funding = \$</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.			
	Neighborhood presentations: Number conducted	2	2011 NPDES Report documentation book (hardcopy)	SA, FI, ENG	
	Neighborhood presentations: Number of participants	94	2011 NPDES Report documentation book (hardcopy)	SA, FI, ENG	
	Newspapers & newsletters: Number of articles/notices published	4	News for Neighborhoods 10/10, 01/11, The News Wave 11/10, 01/11	CM/PI	
	Newsletters: Number of newsletters distributed	28,500 public and 850 employees	mydelraybeach.com	IT	
	School presentations: Number conducted	1	2011 NPDES Report documentation book (hardcopy)	ENG	
	School presentations: Number of participants	64	2011 NPDES Report documentation book (hardcopy)	ENG	
	<p>During Year 1 of the permit, develop and implement a written plan for the training of all permittee personnel applicators and contracted applicators to emphasize the stormwater implications of pesticide, herbicide and fertilizer application. Follow-up training shall be provided annually. Training to obtain or maintain an FDACS certificate and/or license does not satisfy this requirement. Report the number of permittee personnel applicators and contracted applicators who</p>				

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Permit Citation/SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	participated in training on the stormwater implications of pesticide, herbicide and fertilizer application (both in-house and outside training). DEP Note: 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. DEP Note: 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. DEP Note: 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. DEP Note: 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. DEP Note: 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	5	IPP/BF Performance Measurement Reporting Schedule FY 2010/2011	IPP/BF	
	Illicit discharges / connections / dumping found during a proactive inspection	1	DeCarolis C:\PP.mdb	IPP/BF	Not a high risk facility
	Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a proactive inspection	1	Certified letter to owner	IPP/BF	
	Fines issued for illicit discharges / connections / dumping found during a proactive inspection	0	IPP Performance Measurement Reporting Schedule FY 2010/2011	IPP/BF	In compliance
	Year 1 ONLY: Attach the written proactive inspection program plan				Attachment #3
	Annually review (and revise, as needed) and implement the permittee's written procedures to conduct reactive investigations to identify and eliminate 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>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.</p> <p><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></p>				
	Reports of suspected illicit connections / discharges / dumping received	2	Case numbers 10-0010921 and 1010-0010877	CE	Both cases just outside of this reporting period
	Reactive investigations of reports of suspected illicit discharges/connections / dumping	2	Case numbers 10-0010921 and 1010-0010877	CE	
	Illicit discharges / connections / dumping found during a reactive investigation	2	Case numbers 10-0010921 and 1010-0010877	CE	
	Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a reactive investigation	2	Case numbers 10-0010921 and 1010-0010877	CE	
	Fines issued for illicit discharges / connections / dumping found during a reactive investigation	0	Case numbers 10-0010921 and 1010-0010877	CE	In compliance
	<p>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) <u>and</u> 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).</p> <p><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></p>				
		Initial Training	Refresher Training		
	Personnel trained	171 field/59 FD	83 field/59 FD		
	Contractors trained	0	0		
			Excal Video sign in sheets for field, query executed by Asst. Fire Chief and provided in memo.	SA In house viewing for field, "Hazardous Materials Technician Program" for FD	FD switched to new CAD system.
			0	0	Being developed
Part III.A.7.d	Illicit Discharges and Improper Disposal — Spill Prevention and Response				
	<p>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.</p> <p><i>DEP Note: The permittee may report the number of hazardous material spills separately from the number of non-hazardous material spills, or report one</i></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
	<i>combined number, to more accurately reflect its tracking of these spills.</i>				
	Hazardous and non-hazardous material spills responded to	24	Query executed by Asst. Fire Chief and provided in memo	FD	
	<p>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) and contractors 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).</p> <p><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></p>				
		Initial Training	Refresher Training		
	Personnel trained	171 field/59 FD	83 field/59 FD	Query executed by Asst. Fire Chief and provided in memo. Names of personnel and training films viewed by each at Bailus U:\NPDES\Video Attendance Tracking.xlsx	FD Haz-mat training
	Contractors trained	0	0	0	0 City does not use contractors for spill response
Part III.A.7.e	Illicit Discharges and Improper Disposal — Public Reporting				
	<p>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).</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 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			

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

A. Permit Citation/SWMP Element	B. Permit Requirement/Quantifiable SWMP Activity	C. Number of Activities Performed	D. Documentation / Record	E. Entity Performing the Activity	F. Comments
		Beach County Co-permittees. Please see the Palm Beach County Joint Annual Report for the public education and outreach information.			
Part III.A.7.f	Illicit Discharges and Improper Disposal — Oils, Toxics, and Household Hazardous Waste Control				
	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).				
	<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>				
	<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>				
	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.			
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 <u>sanitary wastewater contamination into the MS4</u> , 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	12LF & manhole	Projects 11-093, 11-094 and 11-096	W/S	
	Activity to reduce/eliminate SSOs and inflow / infiltration: Septic systems removed	0	Sanitary hookup tickets (hardcopy)	CI	No new connections this reporting period
	Activity to reduce/eliminate SSOs and inflow / infiltration: Emergency generator added	0	Utilities MaintSmart Program	UT	No incidents this reporting period requiring generator intervention. Nine

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
					permanent generators come on as needed; 30 city owned portables available.
	SSO incidents discovered	2	DeCarolis C:\PP.mdb	IPP/BF	
	SSO incidents resolved	2	DeCarolis C:\PP.mdb	IPP/BF	
	Inflow / infiltration incidents discovered	3	Projects 11-093, 11-094 and 11-096	W/S	The city is currently purchasing and in training for new work order/tracking system with Cartegraph.
	Inflow / infiltration incidents resolved	3	Projects 11-093, 11-094 and 11-096	W/S	
	Name of owner of the sanitary sewer system	City of Delray Beach			
Part III.A.8.a	Industrial and High-Risk Runoff — Identification of Priorities and Procedures for Inspections				
	<p>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:</p> <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• 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><u>DEP Note:</u> 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.</p> <p><u>DEP Note:</u> The total number of high risk facilities reported needs to equal the sum of the numbers of the four types of applicable facilities.</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><u>DEP Note:</u> 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</p>				

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

A. Permit Citation/SWMP Element	B. Permit Requirement/Quantifiable SWMP Activity				C. Number of Activities Performed	D. Documentation / Record	E. Entity Performing the Activity	F. Comments
		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	2				DeCarolis C:\PP.mdb	IPP/BF	
	New high risk facilities added to the inventory during the current reporting period	0				0	IPP/BF	No new high risk facilities found.
	Operating municipal landfills	0	0	0	0	0	0	No municipal owned sites
	Hazardous waste treatment, storage, disposal and recovery (HWTSDR) facilities	1	1	0	0	DeCarolis C:\PP.mdb	IPP/BF	SWA
	EPCRA Title III, Section 313 facilities (that are not landfills or HWTSDR facilities)	0	0	0	0	0	0	No TRI facilities in EPA database for Delray Beach zip codes
	Facilities determined as high risk by the permittee through the proactive inspections as per Part III.A.7.c	5	5	0	0	DeCarolis C:\PP.mdb	IPP/BF	
	Other facilities determined as high risk by the permittee (that are <u>not</u> facilities identified through the proactive inspections)	0	0	0	0	0	IPP/BF	No new incidents leading to documentation.
Part III.A.8.b	Industrial and High-Risk Runoff — Monitoring for High Risk Industries							
	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	0	N/A	No new incidents leading to documentation.
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 reviewed for stormwater, erosion, and sedimentation controls, and the number approved.							
	<i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C.</i>							
	PERMITTEE SITES: Construction site plans reviewed				0	S:\EngAdmin\TAC\TAC Project and Assets\TAC Reports.acddb	ENG	No City projects requiring review during this reporting period
	PERMITTEE SITES: Construction site plans approved				0	S:\EngAdmin\TAC\TAC	ENG	

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
	PRIVATE SITES: Construction site plans reviewed	17	S:\EngAdmin\TAC\TAC Project and Assets\Tac Reports.accdb	ENG	All have PPPs
	PRIVATE SITES: Construction site plans approved	17	S:\EngAdmin\TAC\TAC Project and Assets\Tac Reports.accdb	ENG	
	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.				
	<i>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.</i>				
	Notified of ERP stormwater permit requirements	2	S:\EngAdmin\TAC\TAC Project and Assets\Tac Reports.accdb	ENG	All have PPPs
	Confirmed ERP coverage	2	S:\EngAdmin\TAC\TAC Project and Assets\Tac Reports.accdb	ENG	
	Notified of CGP stormwater permit requirements	3	S:\EngAdmin\TAC\TAC Project and Assets\Tac Reports.accdb	ENG	
	Confirmed CGP coverage	3	S:\EngAdmin\TAC\TAC Project and Assets\Tac Reports.accdb	ENG	
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 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.				
	<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>				
	<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>				
	PERMITTEE SITES: Active construction sites	3	2010-074, 2007-013, 2010-098	CO	
	PERMITTEE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs	59	S:\EngAdmin\Storm Water\StormWater PPP.mdb	CO	

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

A. Permit Citation/SWMP Element	B. Permit Requirement/Quantifiable SWMP Activity	C. Number of Activities Performed	D. Documentation / Record	E. Entity Performing the Activity	F. Comments			
	PERMITTEE SITES: Percentage of active construction sites inspected	100	S:\EngAdmin\Storm Water\StormWater PPP.mdb	CO				
	PRIVATE SITES: Active construction sites	17	S:\EngAdmin\Storm Water\StormWater PPP.mdb	CO				
	PRIVATE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs	462	S:\EngAdmin\Storm Water\StormWater PPP.mdb	CO				
	PRIVATE SITES: Percentage of active construction sites inspected	100	S:\EngAdmin\Storm Water\StormWater PPP.mdb	CO				
	Notices of Violation (NOVs) / warning letters / citations issued	0	S:\EngAdmin\Storm Water\StormWater PPP.mdb	CO	In compliance			
	Stop Work Orders issued	0	S:\EngAdmin\Storm Water\StormWater PPP.mdb	CO	In compliance			
	Fines issued	0	S:\EngAdmin\Storm Water\StormWater PPP.mdb	CO	In compliance			
	Year 1 ONLY: Attach the written construction site inspection program plan		Construction Site Inspection Plan and SWPPP Inspection Form	Ballestero	Attachment #4			
	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> <p><i>DEP Note:</i> 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.</p> <p><i>DEP Note:</i> 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.</p>								
	Certification Training	Initial Training (non-certification)	Refresher Training					
Permittee construction site inspectors	7	0	4		Certificates, sign in sheets	FDEP and FDEP certified trainers.	Initially 14 employees certified, 16 certified and non-certified	

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
								viewed refresher video
	Permittee construction site plan reviewers	1	0	0		Certificates, sign in sheets	FDEP and FDEP certified trainers.	
	Permittee construction site operators	1	11	1		Certificates, sign in sheets	FDEP and FDEP certified trainers, Excal Video Ground Control.	
	Private persons	0	0			Sign in sheet	PBC Steering Committee	PBC Joint Annual Report and website

SECTION VIII. CHANGES TO THE STORMWATER MANAGEMENT PROGRAM (SWMP) ACTIVITIES (Not Applicable In Year 4)

A.	Permit Citation/ SWMP Element	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. <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>
		N/A
B.	Permit Citation/ SWMP Element	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) <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>
		N/A

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"/>	X	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.		
X	<input type="checkbox"/>	Part III.A.1	EACH ANNUAL REPORT: An explanation of why the minimum inspection frequency in Table III.A.1.a was not met, if applicable.	1	Minimum Inspection Frequency Explanation
<input type="checkbox"/>	X	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"/>	X	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.		
X	<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]		Refer to Joint Annual Report
X	<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.		
<input type="checkbox"/>	X	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"/>	X	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).		
X	<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).	2	Major City Outfalls 2012
<input type="checkbox"/>	X	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"/>	X	Part III.A.6	YEAR 1 or YEAR 2: A copy of the adopted Florida-friendly Ordinance, if applicable.		
X	<input type="checkbox"/>	Part III.A.7.c	YEAR 1: A proactive illicit discharge / connection / dumping inspection program plan.	3	
X	<input type="checkbox"/>	Part III.A.9.b	YEAR 1: A construction site inspection program plan. [For approval by DEP]	4	Construction Site Inspection Plan and SWPPP Inspection Form
<input type="checkbox"/>	X	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"/>	X	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"/>	X	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"/>	X	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"/>	X	Part V.B.3	YEAR 4: The monitoring plan (with revisions, if applicable).		
<input type="checkbox"/>	X	Part VII.C	YEAR 4: An application to renew the permit.		
<input type="checkbox"/>	<input 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 & <u>no revision needed</u> to existing SOP / Plan	Reviewed & <u>revised</u> existing SOP / Plan	Permit Citation	Description of Required SOPs / Plans
<input type="checkbox"/>	X	<input type="checkbox"/>	<input 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"/>	X	<input type="checkbox"/>	<input 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"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.3	SOP for the litter control program.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.3	SOP for the street sweeping program.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	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"/>	X	Part III.A.5	SOP for inspections of waste treatment, storage, and disposal facilities not covered by an NPDES stormwater permit.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input 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"/>	X	<input type="checkbox"/>	<input 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"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.c	Plan for proactive illicit discharge / connections / dumping inspections.*
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.c	SOP for reactive illicit discharge / connections / dumping investigations.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.c	Plan for illicit discharge training.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.d	SOP for spill prevention and response efforts.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.d	Plan for spill prevention and response training.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input 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"/>	X	<input type="checkbox"/>	<input 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"/>	X	Part III.A.7.g	SOP to reduce / eliminate sanitary wastewater contamination of the MS4.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.8	SOP for inspections of high risk industrial facilities.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input 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"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.9.b	Plan for inspections of construction sites.*
<input type="checkbox"/>	X	<input type="checkbox"/>	<input 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 SEPARATELY FROM AN ANNUAL REPORT

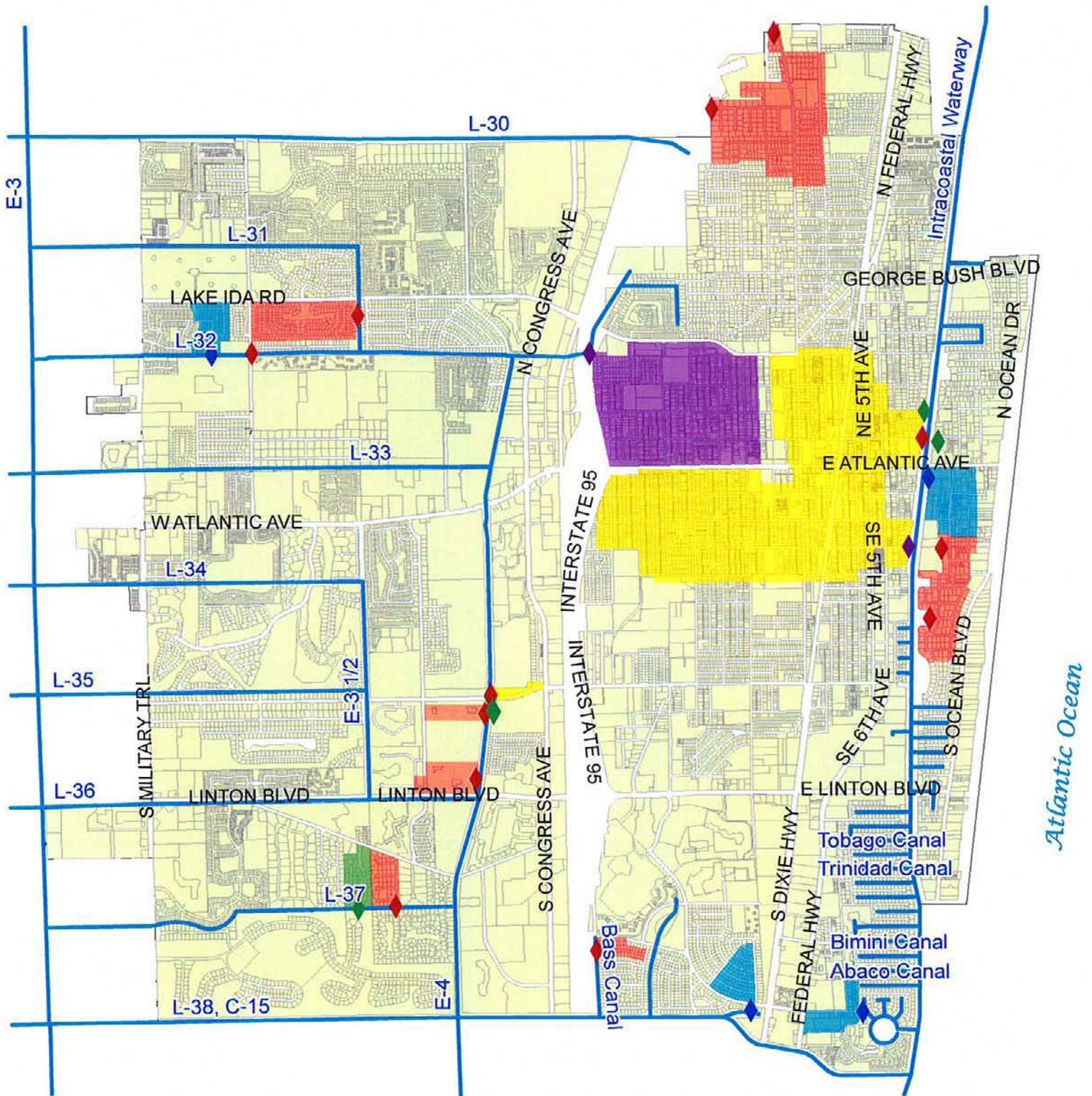
Rule / Permit Citation	Report Title	Due Date
Part VIII.B.3.a	6 MONTHS from effective date of permit: TMDL Prioritization Report.	9/2/11
Part VIII.B.3.b	12 MONTHS from effective date of permit: TMDL Monitoring and Assessment Plan.	3/2/12
Part VIII.B.3.c	6 MONTHS from receiving analyses from the lab: TMDL 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**

Minimum Inspection Frequency Explanation

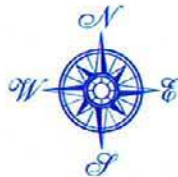
Part II.A.1.a

- "Pollution Control Boxes" and "Weirs or other control structures": "14%" inspected, new SOP created.
- Major stormwater outfalls: "0%" inspected. New permit requirement, new SOP created.
- MS4 pipes (miles): "0%" inspections: No City owned culverts. Pipe inspection new permit requirement, new SOP created. Total miles of pipe not yet tallied.



Outfall Diameter

- ◆ 36
- ◆ 42
- ◆ 48
- ◆ 72



Not to Scale



City of Delray Beach
 Environmental Services
 Engineering/Stormwater
 434 South Swinton Avenue
 Delray Beach, FL 33444
 561-243-7298

Bailus@MyDelrayBeach.com
 January 9, 2012



Proactive Inspection Program

- According to the MS4 NPDES permit, priority areas for inspection should include:
 - Areas with older infrastructure
 - 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
- A list of the priority proactive inspection area/facilities follows. Priority facilities are checked against the list of facility types associated with the FDEP MSGP (multi-sector general permit) Sectors to determine their need to be covered by a MSGP.
- All areas/facilities will be inspected at least once within the current permit term. If a facility or area is discovered to have illicit discharges/connections/dumping, it will be placed on the schedule for re-inspection the following year. Facilities are inspected unannounced between June of the current year and May of the next year.
- Procedure for conducting site inspections (include checking for MSGP)
Priority Facility inspections: For proactive facility inspections, the inspector conducts an unannounced visit to the facility. A standardized inspection form is used (see attached).

Priority Area inspections: For general areas that have been designated to have a reasonable potential of containing illicit discharges/connections/dumping, a drive-around procedure is followed. The inspector patrols the prioritized area searching for indications of illicit discharges/connections/dumping. If any are identified, the inspector either stops to do a Facility Inspection, a reactive investigation, or completes a work order form for the appropriate personnel to complete the investigation.
- Once an illicit discharge is found:
 - a. Inspect land surface area.
 - b. Inspect surrounding inlets for chemical/sewage/grease indicators.
 - c. Inspect storm manholes for chemical/sewage/grease indicators that can isolate discharges to a specific pipe segment.
 - d. Follow pipe/illicit flow to source.
 - e. Document source and determine if illicit is flowing/connected to a body of water.
- Procedure for eliminating the discharge:
 - a. Determine type of spill/illicit connection.
 - b. Verbally notify property owner/manager to contain contaminant.
 - c. Notify State Warning Point if applicable.
 - d. Determine what needs to be repaired and/or clean up required and notify property owner/manager.
 - e. Schedule follow up and document.
 - f. If following up inspection shows non-compliance, provide written warning to property owner/manager.

g. If applicable, mark property for escalated frequency of inspections.

- All inspections and follow up inspections will be documented and placed within the facility's City file.
- Any facility found not to be in compliance will be notified verbally. If non-compliance continues, further escalating notification will be put in place until compliance is followed.
- Environmental Services IPP Inspectors will conduct inspections, and IPP Inspectors and Community Improvement Code Enforcement Inspectors are responsible for enforcement of City codes.
- Stormwater inspections are combined with pretreatment inspections. The IPP Inspectors are highly trained at detecting illicit discharges, and potential discharges, not only for sewer pretreatment, but also for stormwater. The IPP Inspector(s) must be certified as a Stormwater Erosion and Sediment Control Inspector and receive regular, updated illicit discharges and spill detection, prevention and elimination training.

List of Identified Priority Facilities

1. Architectural Panel
2. Ted Jurastic Tool and Die
3. Delray Medical Center
4. Continental Concrete
5. Everything Automotive
6. Solid Waste Authority



Illicit Discharge/Illegal Connection Inspection Form

Date of Inspection: _____

Inspector: _____

Address of Facility OR General Description of Area Inspected: _____

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

If Facility inspection, does type of business require an MSGP? Yes___ No___

If yes, does this facility have one? Yes___ No___

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 elimination: _____

Date of Referral to FDEP of facility that may require MSGP: _____



Construction Site Inspection Plan and SWPPP Inspection Form

Construction site inspections are conducted for land-disturbing projects which have the potential to discharge stormwater runoff into our MS4 (Municipal Separate Storm Sewer System).

Timing

Construction site inspections are conducted:

- Before the start of construction, after the placement of temporary BMPs
- During construction (weekly and/or every 0.5" rain event)
- At the end of the construction

Site Priority

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

Inspection Procedure

Inspections are the responsibility of Environmental Services Construction and are conducted using the attached construction site inspection form. The intent of the inspection is to verify and document that BMPs are performing. All completed inspection forms are kept in Project / TAC files and entered into the SWPPP database.

Enforcement

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

1. Verbal notice of violation
2. Dollar hold (stop work order)

Dollar hold will be lifted upon compliance.



Construction Site Inspection Form

Site: _____ Inspection Date: _____

Inspector: _____ Longitude/Latitude: _____

Days since last rainfall: _____ Amount: _____

Receiving water body (if applicable): _____

Project owner: ☐ Private ☐ City of Delray Beach

YES NO N/A

- | | | | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | SWPPP documents are on site and available. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Erosion and 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"/> | All other sources of pollution are being contained/controlled. |
| <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"/> | Changes required (comments) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Dollar Hold |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Release Dollar Hold |

Comments:

To be completed every 7 days and within 24 hours of a rainfall event of 0.5 inches or more