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 Riviera Beach		
B.	Permit Name: Palm Beach County Municipal Separate Storm Sewer System (MS4)		
C.	Permit Number: FLS000018-003 (Cycle 3)		
D.	Annual Report Year: ☒ Year 1 ☐ Year 2 ☐ Year 3 ☐ Year 4 ☐ Year 5 ☐ Other, specify Year:		
E.	Reporting Time Period (month/year): March/ 2011 through September / 2012		
F.	Name of the Responsible Authority: Brynt Johnson		
	Title: Director of Public Works		
	Mailing Address: 2391 Avenue L		
	City: Riviera Beach	Zip Code: 33404	County: Palm Beach
	Telephone Number: 561-845-4080	Fax Number: 561-840-4845	
	E-mail Address: bjohnson@rivierabch.com		
G.	Name of the Designated Stormwater Management Program Contact (if different from Section I.F above): Jevon White		
	Title: Stormwater Supervisor		
	Department: Public Works – Stormwater Management Utility Division		
	Mailing Address: 2391 Avenue L		
	City: Riviera Beach	Zip Code: 33404	County: Palm Beach
	Telephone Number: 561-845-4080	Fax Number: 561-840-4845	
	E-mail Address: jwhite@rivierabch.com or jprussing@rivierabch.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? ☐ Yes ☐ No ☒ 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? ☐ Yes ☐ No ☒ Not Applicable)
C.	Is the change in the total number of outfalls due to lands annexed or vacated? ☐ Yes ☐ No ☒ Not Applicable

SECTION III.	MONITORING PROGRAM
A.	Provide a brief statement as to the status of monitoring plan implementation: *The monitoring plan is carried out as a joint effort by the Palm Beach County Co-permittees. Please see the 9th Year Palm Beach County Joint Annual Report for the monitoring information.*
B.	Provide a brief discussion of the monitoring results to date: *DEP Notes:* • *The monitoring plan is carried out as a joint effort by the Palm Beach County Co-permittees. Please see the 9th Year Palm Beach County Joint Annual Report for the monitoring information.*
C.	Attach a monitoring data summary, as required by the permit. Please see the 9th Year Palm Beach County Joint Annual Report.

SECTION IV.	FISCAL ANALYSIS
A.	Total expenditures for the NPDES stormwater management program for the current reporting year: $2,350,689 *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: $4,245,664

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	***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.
☒	☐	A monitoring data summary as directed in Section III.C above and in accordance with Rule 62-624.600(2)(c), F.A.C.
☒	☐	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.
☐	☒	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.
☐	☒	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): Brynt Johnson

Title: Director of Public Works

Signature: Date: 3/28/2012

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**				

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.

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.

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.

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.

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)						DPW / Work Order	CRB DPW / SMU	
Swales (miles)	11	11	100	0	0	DPW / Work Order	CRB DPW / SMU	
Wet detention systems	10	20	100	2	100	DPW / Work Order	CRB DPW / SMU	
Pollution control boxes	2	10	100	2	100	DPW / Work Order	CRB DPW / SMU	
Major stormwater outfalls	14	14	100	14	100	DPW / Work Order	CRB DPW / SMU	
Weirs or other control structures	2	6	100	2	100	DPW / Work Order	CRB DPW / SMU	
MS4 pipes / culverts (miles)	40	100	100	20	50	DPW / Work Order	CRB DPW / SMU	
Inlets / catch basins / grates	400	300	75	80	20	DPW / Work Order	CRB DPW / SMU	
Conveyance canals (miles)	33	50	100	50	100	DPW / Work Order	CRB DPW / SMU	
ATTACH explanation if any of the minimum inspection frequencies in Table II.A.1.a were not met								All met

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	Year 1 ONLY: Attach a map of all known major outfalls as per Rule 62-624.600(2)(a), F.A.C.		Gen. Revision Map	CRB Engineering / L. Samadi	See attachment
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. *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.*				
	Number of new development / significant redevelopment projects reviewed	0			N/A
	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. *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.*				
	Year 2 ONLY: Attach the summary report of the review activity				N/A
	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. *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.*				
	PERMITTEE Litter Control Program: Frequency of litter collection	Daily	DPW / Maintenance Schedule	CRB DPW / SMU	
	PERMITTEE Litter Control Program: Estimated amount of area maintained (linear feet)	8,400	DPW / Maintenance Schedule	CRB DPW / SMU	
	PERMITTEE Litter Control Program: Estimated amount of litter collected (cubic yards)	560	DPW / Maintenance Schedule	CRB DPW / SMU	
	CONTRACTOR Litter Control Program: Frequency of litter collection	0			Not Contracted
	CONTRACTOR Litter Control Program: Estimated amount of area maintained (linear feet)	0			Not Contracted
	CONTRACTOR Litter Control Program: Estimated amount of litter collected (cubic yards)	0			Not Contracted
	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.				

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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
	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.				
	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-Street Program: Total miles cleaned	12	Adopt-A-Street / Adopt-A-Spot Groups Forms	CRB DPW / SMU	
	Adopt-A-Street Program: Estimated amount of litter collected (cubic yards)	1.25	Adopt-A-Street / Adopt-A-Spot Groups Forms	CRB DPW / SMU	
	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. *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.* *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.*				
	Frequency of street sweeping	Bi-Weekly	DPW / Maintenance Schedule	CRB DPW / SMU	
	Total miles swept (per year)	3,944	DPW / Maintenance Schedule	CRB DPW / SMU	
	Estimated quantity of sweeping material collected (cubic yards)	1,038	DPW / Maintenance Schedule	CRB DPW / SMU	
	Total nitrogen loadings removed (pounds)	1,340	FSA Street Sweeping Removal Rates	CRB DPW / SMU	
	Total phosphorus loadings removed (pounds)	859	FSA Street Sweeping Removal Rates	CRB DPW / SMU	
	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. *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*				

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	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.				
		Number of Inspections			
	Name of facility #1: Department of Public Works & Purchasing	1	DPW / Work Order	CRB DPW / SMU	
	Name of facility #2:				N/A
	Name of facility #3:				N/A
	Name of facility #4:				N/A
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. DEP Note: A "stormwater retrofit project" is one implemented primarily to provide stormwater treatment. *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.* *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 name of the entity who finalized the list in Column E.*				
	Flood control projects completed during the reporting period	8	DPW / Work Order	CRB DPW / SMU	
	Flood control projects completed during the reporting period that did not include stormwater treatment	0			N/A
	ATTACH a list of the flood control projects that did not include stormwater treatment and an explanation for each of why it was not				N/A
	Stormwater retrofit projects planned	5	DPW / Work Order	CRB DPW / SMU	
	Stormwater retrofit projects under construction during the reporting period	2	DPW / Work Order	CRB DPW / SMU	
	Stormwater retrofit projects completed during the reporting period	2	DPW / Work Order	CRB DPW / SMU	
Part III.A.5	**Municipal Waste Treatment, Storage, and Disposal Facilities Not Covered by an NPDES Stormwater Permit**				
	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: • Operating municipal landfills; • Municipal waste transfer stations; • Municipal waste fleet maintenance facilities; and • Any other municipal waste treatment, waste storage, and waste disposal facilities.				

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**
	Report the number of applicable facilities and the number of the inspections conducted for each facility. *<u>DEP Note:</u> 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.*				
		Number of Inspections			
	Name of facility #1: No Facilities	0			N/A
	Name of facility #2:				
	Name of facility #3:				
	Name of facility #4:				
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 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. *<u>DEP Note:</u> 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.*				
	PERSONNEL: Florida Department of Agriculture and Consumer Services (FDACS) certified applicators of pesticides and herbicides	2	State Certificate	CRB DPW / SMU	Michael Russell / Jevon White
	CONTRACTORS: FDACS certified / licensed applicators of pesticides and herbicides	0			Not Contracted
	CONTRACTORS: FDACS certified / licensed applicators of fertilizer	0			Not Required until 2014
	PERSONNEL: Green Industry BMP Program training completed	0			Not Required until 2014
	CONTRACTORS: Green Industry BMP Program training completed	0			Not Required until 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.				

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	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. *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.*				
	Year 1 or Year 2 ONLY: Attach copy of adopted Florida-friendly ordinance				Not Required until 2013
	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. *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.* *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.* *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:* **FYN PROGRAM FUNDING: Permittee Provides Funding? ☐ Yes ☒ No Amount of Funding = $**				
	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.			

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	~~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 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				None Needed
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*				

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	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	8	DPW / Work Order	CRB DPW / SMU	
	Illicit discharges / connections / dumping found during a proactive inspection	1	DPW / Work Order	CRB DPW / SMU	
	Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a proactive inspection	1	Email / Code Enforcement Notification	CRB DPW / SMU	
	Fines issued for illicit discharges / connections / dumping found during a proactive inspection	0		CRB Code Enforcement	
	Year 1 ONLY: Attach the written proactive inspection program plan				See Attached
	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. *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.*				
	Reports of suspected illicit connections / discharges / dumping received	0			None Reported
	Reactive investigations of reports of suspected illicit discharges/ connections / dumping	0			
	Illicit discharges / connections / dumping found during a reactive investigation	0			
	Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a reactive investigation	0			
	Fines issued for illicit discharges / connections / dumping found during a reactive investigation	0			
	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). *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.*				

	Initial Training	Refresher Training				
Personnel trained	3	7		Sign-In Sheet	PBC NPDES	

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
						Steering Committee	
	Contractors trained	0	0				
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. *DEP Note: The permittee may report the number of hazardous material spills separately from the number of non-hazardous material spills, or report one combined number, to more accurately reflect its tracking of these spills.*						
	Hazardous and non-hazardous material spills responded to			17	Email from Fire Chief Peter LeDuc, Riviera Beach Fire Department, to Jevon White	Fire Department	
	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). *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.*						
		Initial Training	**Refresher Training**				
	Personnel trained	0	67		Sign-In Sheet	State of Florida, DOH, Bureau of Radiation Control	Radiological
	Contractors trained	0	0				N/A
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). *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*						

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
	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. *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.*				
	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.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). *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.* *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.*				

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
	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. *<u>DEP Note:</u> The permittee needs to "customize" this section as it pertains to the type of activities undertaken to reduce or eliminate SSOs and inflow / infiltration <u>into the MS4</u>. The first three reporting items below are <u>examples</u>.* *<u>DEP Note:</u> 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.* *<u>DEP Note:</u> Report only the SSOs and inflow / infiltration incidents <u>into the MS4</u>.*				
	Activity to reduce/eliminate SSOs and inflow / infiltration: Repair / lining of sanitary sewer system	Pipe Lining / Point Repair	Utility Service Records	Utilities Department	
	Activity to reduce/eliminate SSOs and inflow / infiltration: Septic systems removed	Tanks are removed and filled to allow new tie-in	Utility Service Records	Utilities Department	

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**
	Activity to reduce/eliminate SSOs and inflow / infiltration: Emergency generator added	Station redundancy is at work	Utility Service Records	Utilities Department	
	SSO incidents discovered	2	Utility Service Records	Utilities Department	
	SSO incidents resolved	2	Utility Service Records	Utilities Department	
	Inflow / infiltration incidents discovered	8	Utility Service Records	Utilities Department	
	Inflow / infiltration incidents resolved	7	Utility Service Records	Utilities Department	
	Name of owner of the sanitary sewer system	City of Riviera Beach			
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:

- 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.

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.

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.

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.

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.

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

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
		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	169						
	New high risk facilities added to the inventory during the current reporting period	0						N/A
	Operating municipal landfills	1						
	Hazardous waste treatment, storage, disposal and recovery (HWTSDR) facilities	166	80	0	0	EnviroMapper for EnviroFacts	CRB DPW / SMU	
	EPCRA Title III, Section 313 facilities (that are not landfills or HWTSDR facilities)	2	2	0	0	EPA Facilities Report	CRB DPW / SMU	
	Facilities determined as high risk by the permittee through the proactive inspections as per Part III.A.7.c	0						N/A
	Other facilities determined as high risk by the permittee (that are <u>not</u> facilities identified through the proactive inspections)	0						N/A
Part III.A.8.b	**Industrial and High-Risk Runoff — Monitoring for H8igh 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				N/A
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. *<u>DEP Note:</u> Please provide an explanation in Column F for any "0" reported in Column C.*							
	PERMITTEE SITES: Construction site plans reviewed			48		Inspection Summary Report	DPW Engineering	
	PERMITTEE SITES: Construction site plans approved			48		Inspection Summary Report	DPW Engineering	

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	0			N/A
	PRIVATE SITES: Construction site plans approved	0			N/A
	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	13	Inspection Summary Report	DPW Engineering	
	Confirmed ERP coverage	3	Inspection Summary Report	DPW Engineering	
	Notified of CGP stormwater permit requirements	13	Inspection Summary Report	DPW Engineering	
	Confirmed CGP coverage	3	Inspection Summary Report	DPW Engineering	
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. *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.* *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.*				
	PERMITTEE SITES: Active construction sites	365	Inspection Summary Report	DPW Engineering	
	PERMITTEE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs	290	Inspection Summary Report	DPW Engineering	
	PERMITTEE SITES: Percentage of active construction sites inspected	79	Inspection Summary Report	DPW Engineering	
	PRIVATE SITES: Active construction sites	0			N/A
	PRIVATE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs	0			N/A
	PRIVATE SITES: Percentage of active construction sites inspected	0			N/A

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
	Notices of Violation (NOVs) / warning letters / citations issued	0			N/A
	Stop Work Orders issued	0			N/A
	Fines issued	0			N/A
	Year 1 ONLY: Attach the written construction site inspection program plan				
Part III.A.9.c	**Construction Site Runoff — Site Operator Training**				

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 or under contract with 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.

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.

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.

	Certification Training	Initial Training (non-certification)	Refresher Training	C.	D.	E.	F.
Permittee construction site inspectors	3	0	5		Sign-In Sheet	PBC NPDES Steering Committee	(Site Operator Trng.) 5/26/10-5/27/10, (Refresher Videos) 3/16/11
Permittee construction site plan reviewers	0	0	0				N/A
Permittee construction site operators	0	0	0				N/A
Private persons	0	0					N/A

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. *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.*

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

		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)** *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.*
		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
☐	☒	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.		
☐	☒	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.		
☐	☒	Part III.A.4	**EACH ANNUAL REPORT:** A list of the flood control projects that did not include stormwater treatment and an explanation for each of why it did not, if applicable.		
☐	☒	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.		
☒	☐	Part V.B.9	**EACH ANNUAL REPORT:** Reporting and assessment of monitoring results. **[Also addressed in Section III of the Annual Report Form]**		See Joint Report
☒	☐	Part VI.B.2	**EACH ANNUAL REPORT:** An evaluation of the effectiveness of the SWMP in reducing pollutant loads discharged from the MS4 that, at a minimum, must include responses to the questions listed in the permit.	1	SWPPP Effectiveness
☐	☒	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.		
☐	☒	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).		
☒	☐	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	General Revision Outfall Map
☐	☒	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.		
☐	☒	Part III.A.6	**YEAR 1 or YEAR 2:** A copy of the adopted Florida-friendly Ordinance, if applicable.		
☒	☐	Part III.A.7.c	**YEAR 1:** A proactive illicit discharge / connection / dumping inspection program plan.	3	Proactive Inspection
☒	☐	Part III.A.9.b	**YEAR 1:** A construction site inspection program plan. **[For approval by DEP]**	4	Construction Inspection Program
☐	☒	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.		
☐	☒	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.		
☐	☒	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.		
☐	☒	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.		
☐	☒	Part V.B.3	**YEAR 4:** The monitoring plan (with revisions, if applicable).		
☐	☒	Part VII.C	**YEAR 4:** An application to renew the permit.		
☐	☒	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
☐	☐	☒	☐	Part III.A.1	SOP and/or schedule of inspections and maintenance activities of the structural controls and roadway stormwater collection system.
☐	☐	☒	☐	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.
☐	☐	☒	☐	Part III.A.3	SOP for the litter control program.
☐	☐	☒	☐	Part III.A.3	SOP for the street sweeping program.
☐	☐	☒	☐	Part III.A.3	SOP for inspections of equipment yards and maintenance shops that support road maintenance activities.
N/A	N/A	N/A	N/A	Part III.A.5	SOP for inspections of waste treatment, storage, and disposal facilities not covered by an NPDES stormwater permit.
☐	☐	☐	☒	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~~ *DEP Note: A plan is not necessary since the FDACS certification / licensing program adequately fulfills the permit requirement.*
☐	☐	☒	☐	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.
☐	☒	☐	☐	**Part III.A.7.c**	**Plan for proactive illicit discharge / connections / dumping inspections.***
☐	☐	☒	☐	Part III.A.7.c	SOP for reactive illicit discharge / connections / dumping investigations.
☐	☐	☒	☐	Part III.A.7.c	Plan for illicit discharge training.
☐	☐	☒	☐	Part III.A.7.d	SOP for spill prevention and response efforts.
☐	☐	☒	☐	Part III.A.7.d	Plan for spill prevention and response training.
☐	☒	☐	☐	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.
☐	☒	☐	☐	Part III.A.7.f	Plan for public education and outreach on the proper use and disposal of oils, toxics and household hazardous waste.
☐	☐	☒	☐	Part III.A.7.g	SOP to reduce / eliminate sanitary wastewater contamination of the MS4.
☐	☒	☐	☐	Part III.A.8	SOP for inspections of high risk industrial facilities.
☐	☐	☒	☐	Part III.A.9.a	SOP for construction site plan review for stormwater, erosion and sedimentation controls, and ERP and CGP coverage.
☐	☐	☒	☐	**Part III.A.9.b**	**Plan for inspections of construction sites.***
☐	☐	☒	☐	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

ATTACHMENT #1

Attachment 1
SWMP Effectiveness
City of Riviera Beach

Year 1 Report
In accordance with Part VI.B.2.:

- The ANNUAL REPORT shall include as an attachment an evaluation of the effectiveness of the permittee's SWMP in reducing pollutant loads discharged from the MS4. At a minimum, the permittee shall attach to the ANNUAL REPORT an explanation of how its SWMP is addressing each of the following:

1. Have stormwater pollutant loadings discharged from the MS4 decreased? Why or why not? ***Yes, pollutant loadings have decreased. Effective programs include:***
   a) Continued implementation of litter and street sweeping programs.
   b) Continued implementation of inspection and maintenance programs.
   c) Public Education Program by the Group.

2. Which components of the SWMP are working well and are effective in reducing stormwater pollutant loadings? Why are they effective? ***See above. The three programs above are effective because they detect and/or remove pollutants at the source.***

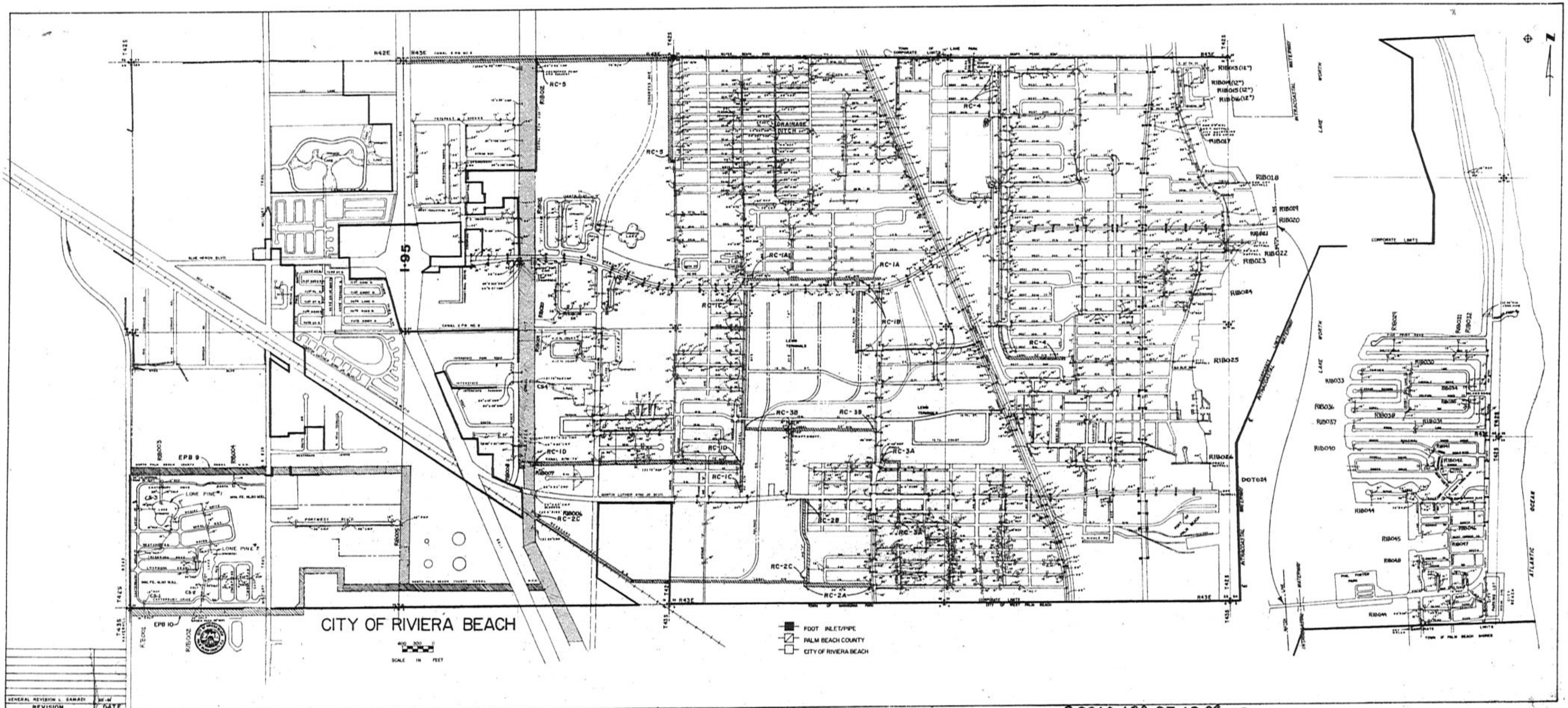
3. Which components of the SWMP are not working well and need to be revised to make them more effective in reducing stormwater pollutant loadings? ***None***

4. Which components of the SWMP do not contribute to reducing stormwater pollutant loads and could be revised or eliminated, and why? ***None***

5. 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 BMPs, and determine where stormwater retrofitting projects should be prioritized for implementation? ***Yes***

The evaluation is expected to be subjective and is intended to lead the permittee to consider which programs deserve more or less attention.

ATTACHMENT #2



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ATTACHMENT #3

Attachment No. 3
City of Riviera Beach
Proactive Inspection Program

1. **Procedure and Criteria for identifying priority areas/facilities**

   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

   To the extent of our MS4 contributing area; areas zoned as industrial and commercial; areas with on-site septic systems; and, currently identified impaired water body segments. "Older infrastructure" is not indicative of an increased potential to contain incidences of illicit discharges/connections/dumping.

2. **List of identified priority areas**

   The following areas are the priority proactive inspection areas/facilities of industrial and commercial businesses adjacent to the following roads:
   - Port West Boulevard
   - Seabird Way
   - W. 15th Street
   - W. 10th Street
   - Industrial Park Area (bounded on the north by Prospect Avenue, south by Blue Heron Boulevard, west by West Industrial Way and Byron Drive and east by Garden Road).

3. **Annual schedule for inspections**
   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.

4. **Procedure for conducting site inspections (include checking for MSGP)**

   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 trained inspector(s) 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.

5. **Procedure for tracing source of discovered illicit discharge**

   - The inspector will look to see if there is a connection to the drainage inlet structure. If a foreign substance is observed they will try to identify which type of activity may use the material seen.
   - Businesses or facilities that use the substance found will be inspected for signs of dumping or possible spill.

6. **Procedure for eliminating the discharge**

   - The business will be informed that they have an illegal connection.
   - The business will be given thirty (30) days to correct the problem, or provide a plan for taking corrective action.
   - The business will be re-inspected at the end of the thirty days or be given additional time to correct the problem if a plan has been provided.
   - Final inspection will be done to verify that corrective action has been done
     if the business does not take corrective action the City has the right to make corrections and charge the business for all costs.

7. **Procedure for documenting the inspections and enforcement activities**
   (See Inspection Form)

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

   - Notification to business that they are in violation of City Codes.
   - Contact City Code enforcement to take actions necessary
   - Violation notice sent.
   - If the violation has not been resolved they are fined.
   - Business may have to cease operation if they refuse to take corrective action.

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

   - Stormwater
   - Code Enforcement

10. **Description of resources allocated to implement this permit element**

   - Public Works Personnel
   - Code Enforcement Personnel

Proactive Illicit Discharge/Illegal Connection Inspection Form

Date of Inspection: ________________

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: ________________

ATTACHMENT #4

Attachment 4
City of Riviera Beach
Construction Site Inspection Plan and Inspection Form

Construction site inspections are conducted for 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

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 sites where compliance is a concern, will be inspected more frequently.

Inspection Procedure

Inspections are the responsibility of the Engineering Division in the Public Works Department and are conducted using the attached construction site inspection form. The intent of the inspection is to verify that BMPs are performing and to document the inspections. All completed inspection forms are kept by Engineering Division.

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.

Construction Site Inspection Form

Site: ______________________________________ Date of Inspection: ___________

Address: ____

Lat/Long of discharge point: _______________ Receiving water body: ______________________

Project owner: ☐ Private ☐ City of _______

YES	NO	N/A	
☐	☐	☐	Erosion & Sedimentation Controls are installed as shown on plan.
☐	☐	☐	Erosion is being controlled on site.
☐	☐	☐	Sedimentation is being contained on site.
☐	☐	☐	No indication of sedimentation leaving the site.
☐	☐	☐	SWPP & completed inspection forms are on site & available.
☐	☐	☐	Prior non-compliance issues have been addressed.
☐	☐	☐	All other sources of pollution are being controlled.

Comments:

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