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 email to the NPDES Stormwater Program Administrator or to the MS4 coordinator. Their names and email addresses are available at: http://www.dep.state.fl.us/water/stormwater/npdes/contacts.htm. If files are larger than 10mb, materials may be placed on the NPDES Stormwater ftp site at: ftp://ftp.dep.state.fl.us/pub/NPDES_Stormwater/. After uploading the ANNUAL REPORT files, an email must be sent to the MS4 coordinator or the NPDES program administrator notifying them the report is ready for downloading
- Refer to the Form Instructions for guidance on completing each section.
- **Please print or type information in the appropriate areas below**

SECTION I. BACKGROUND INFORMATION

A.	Permittee Name: Delray Beach		
B.	Permit Name: Palm Beach County Municipal Separate Storm Sewer System		
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): Oct/ 2013 through Sept / 2014		
F.	Name of the Responsible Authority: Donald B. Cooper		
	Title: City Manager		
	Mailing Address: 100 NW 1st Avenue		
	City: Delray Beach	Zip Code: 33444	County: Palm Beach
	Telephone Number: 561-243-7322	Fax Number: 561-246-7060	
	E-mail Address: cooperd@mydelraybeach.com		
G.	Name of the Designated Stormwater Management Program Contact (if different from Section I.F above): Isaac Kovner, P.E.		
	Title: City Engineer		
	Department: Environmental Services		
	Mailing Address: 434 South Swinton Avenue		
	City: Delray Beach	Zip Code: 33444	County: Palm Beach
	Telephone Number: 561-243-7322	Fax Number: 561-246-7060	
	E-mail Address: Kovner@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? ☒ 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 Palm Beach County Joint Annual Report for the monitoring information.*
B.	Provide a brief discussion of the monitoring results to date: • *DEP Note: See Part V of the permit for the monitoring requirements. Each permittee must discuss the monitoring results as it relates to the implementation and effectiveness of their SWMP.*
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: $5,700,345 *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: $3,316,050

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. *See PBC Joint Annual Report
☐	☒	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. *See PBC Joint Annual Report

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): Donald B. Cooper

Title: City Manager

Signature: Donald B. Cooper Date: 3/18/15

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.

Provide an inventory of all known major outfalls covered by the permit and a map depicting the location of the major outfalls (hard copy or CD-ROM). Provide the outfall inventory and map with the Year 1 Annual Report.

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			
Dry retention systems	23	164	100	179	100			
Exfiltration trench / French drains (linear feet)	12,211	1316.5 In feet	10%	1196 In feet	9.8%	S:\PW SW Monthly Report for NPDES 2013-14.xls	PW	
Grass treatment swales (sqft)	22,977	*	575.7	*	22.4	"	PW	See attachment #1
Dry detention systems	0	0	0	0	0	"	PW	
Wet detention systems	1	20	100	20	100	'	PW	
Pollution control boxes	7	0	0	0	0	"	PW	See attachment #1
Stormwater pump stations	7	84/252	100	1	14	"	PW/Maint	
Major stormwater outfalls	23	22	95.7	0	0	"	PW	
Weirs or other control structures	7	6	85.7	0	0	"	PW	

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
	MS4 pipes / culverts (miles) 107,214 0 0	196 0.2	"	PW	See attachment #1
	Inlets / catch basins / grates 2630 79 3	73 2.8	"	PW	See attachment #1
	Ditches / conveyance swales (miles) 0 0 0	0 0			
	ATTACH explanation if any of the minimum inspection frequencies in Table II.A.1.a were not met				See attachment #1
	Year 1 ONLY: Attach a map of all known major outfalls				
Part III.A.2	**Areas of New Development and Significant Redevelopment**				
	Report the number of significant redevelopment projects reviewed by the permittee for post-development stormwater considerations. Report the number of new development projects reviewed under Part III.A.9.a. *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)..*				
	Number of significant redevelopment projects reviewed	2	S:\EngAdmin/TAC/TAC Projects and Assets/TacReports	ENG	
	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.*				
	Year 2 ONLY: Attach the summary report of the review activity				N/A
	Year 4 ONLY: Attach the follow-up report on plan implementation				See attachment #2
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	Parks Maintenance Management Report Detail Activity Report	Parks	
	PERMITTEE Litter Control Program: Estimated amount of area maintained (acres)	238 acres	Parks Maintenance Management Report Detail Activity Report	Parks	
	PERMITTEE Litter Control Program: Estimated amount of litter collected (cubic yards)	n/a	Never recorded	Parks	

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
	CONTRACTOR Litter Control Program: Frequency of litter collection	5 days/week	Parks Maintenance Management Report Detail Activity Report	Parks	
	CONTRACTOR Litter Control Program: Estimated amount of area maintained (acres)	238	Parks Maintenance Management Report Detail Activity Report	Parks	
	CONTRACTOR Litter Control Program: Estimated amount of litter collected (cubic yards)	n/a	Never recorded	Parks	
	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. *<u>DEP Note:</u> Please provide an explanation in Column F for any "0" reported in Column C. 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	2.0	email	City/Sandoway House	
	Keep PBC Beautiful Trash Pick-up Events: Estimated amount of litter collected (lbs)	200 trash/ 100 recycled	email	City/Sandoway House	
	Adopt-A-Road Program: Total miles cleaned	25	Adopt-a-Road Cumulative Report.xls	Neighborhood Services	
	Adopt-A-Road Program: Estimated amount of litter collected (cubic yards)	50	Adopt-a-Road Cumulative Report.xls	Neighborhood Services	
	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. *<u>DEP Note:</u> 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.* *<u>DEP Note:</u> 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	Daily	S:\PW SW Monthly Report for NPDES 2012-2013	PW	
	Total miles swept (per year)	7633	"	PW	
	Est. quantity of material collected Vehicle 695/696&697 (cubic yards/lbs)	521/760,600	"	PW	
	Total nitrogen loadings removed (pounds)	36,363	www.florida-stormwater.org/research	PW/ESD	
	Total phosphorus loadings removed (pounds)	23,316	www.florida-stormwater.org/research	PW/ESD	
	Year 1 ONLY: If have curbs and gutters, attach explanation of why no street sweeping program and the alternate BMPs used or planned				
	Annually review (and revise, as needed) and implement the permittee's written standard practices to reduce the pollutants in stormwater runoff from areas associated with road repair and maintenance, and from permittee-owned or operated equipment yards and maintenance shops that support road maintenance activities. Report				

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
	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 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: Roll off (transfer station)	4	Daily Log for Well field Operating Permit/Spill Incident Report (Rummell hardcopy)	Fleet Superintendent	
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 for areas currently without 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. Please provide an explanation in Column F for any "0" reported in Column C.*				
	Flood control projects completed during the reporting period	1	CIP FW 2010-2016	ENG	
	Flood control projects completed during the reporting period that did not include stormwater treatment	1	CIP FW 2010-2016	ENG	
	ATTACH a list of the flood control projects that did not include stormwater treatment and an explanation for each of why it was not				
	Stormwater retrofit projects planned	7	CIP FW 2010-2016	ENG	
	Stormwater retrofit projects under construction during the reporting period	2	CIP FW 2010-2016	ENG	
	Stormwater retrofit projects completed during the reporting period	0	CIP FW 2010-2016	ENG	
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;				

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
	• Municipal waste fleet maintenance facilities; and • Any other municipal waste treatment, waste storage, and waste disposal facilities. Report the number of applicable facilities and the number of the 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 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: Roll off (transfer station)	4	Daily Log for Well field Operating Permit/Spill Incident Report (Rummell hardcopy)	Fleet Superintendent	
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. _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.*				
	PERSONNEL: Florida Department of Agriculture and Consumer Services (FDACS) certified applicators of pesticides and herbicides	4	Florida Department of Agriculture and Consumer Services(Hardcopy)	Parks	
	CONTRACTORS: FDACS certified / licensed applicators of pesticides and herbicides	8	Florida Department of Agriculture and Consumer Services(Hardcopy)	Parks	
	CONTRACTORS: FDACS certified / licensed applicators of fertilizer	0			No Contractors
	PERSONNEL: Green Industry BMP Program training completed	18	Florida Department of Agriculture and Consumer Services(Hardcopy)	Parks	
	CONTRACTORS: Green Industry BMP Program training completed	0			No Contractors
	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				

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**
	"Florida-friendly Guidance Models for Ordinances, Covenants and Restrictions." If the broader Florida-friendly ordinance described above is not adopted, then all local governments within the watershed of a nutrient-impaired water body 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. The ordinance shall be adopted within 24 months of the date of permit issuance. Provide a copy of the adopted ordinance with the subsequent Year 1 or Year 2 Annual Report. *DEP Note: This provision DOES NOT APPLY to ITID, NPBCID, SIRWCD. 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				N/A
	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: 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 = See Joint Report				
	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.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				
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				

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
	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	248	DeCarolisC:\PP.mdb	IPP/BF	
	Illicit discharges / connections / dumping found during a proactive inspection	1	DeCarolisC:\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	DeCarolisC:\PP.mdb	IPP/BF	
	Fines issued for illicit discharges / connections / dumping found during a proactive inspection	1	IPP/BF Performance Measurment Reporting Schedule FY 2012/2013	IPP/BF	In compliance fine paid
	Year 1 ONLY: Attach the written proactive inspection program plan				
	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			
	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			

<table>
<tr><th>A.</th><th colspan="3">B.</th><th>C.</th><th>D.</th><th>E.</th><th>F.</th></tr>
<tr><th>Permit Citation/ SWMP Element</th><th colspan="3">Permit Requirement/Quantifiable SWMP Activity</th><th>Number of Activities Performed</th><th>Documentation / Record</th><th>Entity Performing the Activity</th><th>Comments</th></tr>
<tr><td></td><td colspan="7">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 contractors</u> to identify and report conditions in the stormwater facilities that may indicate the presence of illicit discharges / connections / dumping to the MS4. Refresher 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).

<u>DEP Note:</u> 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.</td></tr>
<tr><td></td><td></td><td>Initial Training</td><td>Refresher Training</td><td></td><td></td><td></td><td></td></tr>
<tr><td></td><td>Personnel trained</td><td></td><td>19</td><td></td><td>Sign in log</td><td>SA</td><td></td></tr>
<tr><td></td><td>Contractors trained</td><td></td><td></td><td></td><td></td><td></td><td></td></tr>
<tr><td>Part III.A.7.d</td><td colspan="7">Illicit Discharges and Improper Disposal — Spill Prevention and Response</td></tr>
<tr><td></td><td colspan="7">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.

<u>DEP Note:</u> The permittee may report the number of hazardous material spills separately from the number of non-hazardous material spills, <u>or</u> report one combined number, to more accurately reflect its tracking of these spills.</td></tr>
<tr><td></td><td colspan="3">Hazardous and non-hazardous material spills responded to</td><td>0</td><td></td><td></td><td></td></tr>
<tr><td></td><td colspan="7">During Year 1 of the permit, develop and implement a written plan for the training of all appropriate permittee personnel (including field crews, firefighters, fleet maintenance staff and inspectors) <u>and contractors</u> on proper spill prevention, containment, and response techniques and procedures. Refresher 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).

<u>DEP Note:</u> 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.</td></tr>
<tr><td></td><td></td><td>Initial Training</td><td>Refresher Training</td><td></td><td></td><td></td><td></td></tr>
<tr><td></td><td>Personnel trained</td><td></td><td>133/19</td><td></td><td>Fire Dept. email/sign in list</td><td>FD/ESD</td><td></td></tr>
<tr><td></td><td>Contractors trained</td><td></td><td></td><td></td><td></td><td></td><td></td></tr>
<tr><td>Part III.A.7.e</td><td colspan="7">Illicit Discharges and Improper Disposal — Public Reporting</td></tr>
<tr><td></td><td colspan="7">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).

<u>DEP Note:</u> 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</td></tr>
</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
	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.				
	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). *<u>DEP Note:</u> 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.*				
	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 into the MS4.*				

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: Repair / lining of sanitary sewer system	1220 LF 351 LF	Project 13-033 Emergency Repair	WS	
	Activity to reduce/eliminate SSOs and inflow / infiltration: Septic systems removed	0			
	Activity to reduce/eliminate SSOs and inflow / infiltration: Emergency generator added	0			
	SSO incidents discovered	0	DeCarolisC:\PP.mdb	IPP/BF	
	SSO incidents resolved	0	DeCarolisC:\PP.mdb	IPP/BF	
	Inflow / infiltration incidents discovered	4	Project 11-046	WS	
	Inflow / infiltration incidents resolved	4	Project 11-046	WS	
	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**				

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.

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

Number of Facilities	Number of Inspections	For violations discovered during a high risk inspection	
		Fines issued	Notices of Violation (NOVs) / warning letters / citations issued

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
	Total high risk facilities	6				DeCarolisC:\PP.mdb	IPP/BF	
	New high risk facilities added to the inventory during the current reporting period	0					SA	No new high risk facilities found
	Operating municipal landfills	0	0	0	0			
	Hazardous waste treatment, storage, disposal and recovery (HWTSDR) facilities	1	1	0	0	DeCarolisC:\PP.mdb	IPP/BF	
	EPCRA Title III, Section 313 facilities (that are not landfills or HWTSDR facilities)	0	0	0	0			
	Facilities determined as high risk by the permittee through the proactive inspections as per Part III.A.7.c	5	5	0	0	DeCarolisC:\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		IPP/BF	No new incidents
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				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 reviewed for stormwater, erosion, and sedimentation controls, 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				8	http:Esgisrv001 – CIP Report	ENG	
	PERMITTEE SITES: Construction site plans approved				8	http:Esgisrv001 – CIP Report	ENG	
	PRIVATE SITES: Construction site plans reviewed				37	S:\EngAdmin/TAC/TACProjects and Assets/TacReports	ENG	All have PPP's
	PRIVATE SITES: Construction site plans approved				37	S:\EngAdmin/TAC/TACProjects and Assets/TacReports	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. *<u>DEP Note:</u> 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*							

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
	the number of construction site plans reviewed, please provide an explanation for the discrepancy in Column F.				
	Notified of ERP stormwater permit requirements	7	"	ENG	All have PPP's
	Confirmed ERP coverage	7	"	ENG	
	Notified of CGP stormwater permit requirements	8	"	ENG	
	Confirmed CGP coverage	8	"	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 immediately upon written approval by the Department. 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	8	S:\EngAdmin\StormWater\StormWaterPPP.mdb	CO	
	PERMITTEE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs	59	S:\EngAdmin\StormWater\StormWaterPPP.mdb	CO	
	PERMITTEE SITES: Percentage of active construction sites inspected	100	"	CO	
	PRIVATE SITES: Active construction sites	37	"	CO	
	PRIVATE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs	155	"	CO	
	PRIVATE SITES: Percentage of active construction sites inspected	100	"	CO	
	Notices of Violation (NOVs) / warning letters / citations issued	0	"	CO	
	Stop Work Orders issued	0	"	CO	
	Fines issued	0	"	CO	
	Year 1 ONLY: Attach the written construction site inspection program plan				N/A
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. Refresher training shall be provided annually.				

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
	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 construction site operators trained / certified during the applicable reporting year, and then note in Column F the number of staff who were previously trained / certified. Private site operator training can include pre-construction meetings.*				

	Certification Training	Initial Training (non-certification)	Refresher Training		Documentation / Record	Entity Performing the Activity	Comments
Permittee construction site inspectors	0		3		Sign in list	ESD/ENG	
Permittee construction site plan reviewers		2			Sign in list	ESD/ENG	
Permittee construction site operators		0				ESD	
Private persons							

SECTION VIII. EVALUATION OF THE STORMWATER MANAGEMENT PROGRAM (SWMP)

	Permit Citation/ SWMP Element	SWMP EVALUATION
A.	Part II.A.1 Structural control inspection and maintenance	Strengths: Robust inventory/data program transitioning from AUTOCAD to GIS based. Cartegraph management system
		Weaknesses: Some aging infrastructure in areas of redevelopment, No dedicated inspection staff.
		SWMP Revisions to address deficiencies: Studying flood prone areas to address issues. Set goals and began inspection plan implementation.
	Part II.A.2 Significant redevelopment	Strengths: Proactive planning and development review process
		Weaknesses: Some aging infrastructure in areas of redevelopment
		SWMP Revisions to address deficiencies: Studying flood prone areas to address issues.

SECTION VIII. EVALUATION OF THE STORMWATER MANAGEMENT PROGRAM (SWMP)

Part II.A.3 Roadways	Strengths: Proactive management and maintenance program
	Weaknesses: Budget constraints, seasonal populations swells
	SWMP Revisions to address deficiencies:
Part II.A.4 Flood control	Strengths: Comprehensive program
	Weaknesses: Coastal Florida variations
	SWMP Revisions to address deficiencies: Studying flood prone areas to address issues
Part II.A.5 Waste TSD Facilities	Strengths: Solid program with proactive inspections
	Weaknesses: No weakness identified.
	SWMP Revisions to address deficiencies:
Part II.A.6 Pesticide, herbicide, fertilizer application	Strengths: Comprehensive training for field staff, proactive program,
	Weaknesses: No weakness identified.
	SWMP Revisions to address deficiencies: Codes and Ordinances are planned for review and revision consideration
Part II.A.7 Illicit Discharge Detection and Elimination	Strengths: Comprehensive proactive program with dedicated staff
	Weaknesses: No weakness identified.
	SWMP Revisions to address deficiencies:
Part II.A.8 High Risk Industry Runoff	Strengths: Small number of facilities to monitor
	Weaknesses: No weakness identified.
	SWMP Revisions to address deficiencies:
Part II.A.9 Construction Site Runoff	Strengths: Comprehensive proactive program with dedicated review and inspection staff
	Weaknesses: No weakness identified.
	SWMP Revisions to address deficiencies:

SECTION IX. 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.** *<u>DEP Note:</u> 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
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)** *<u>DEP Note:</u> 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.	1	Inspection Frequency Report
☐	☒	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 Annual Report]**	*	***See Joint Annual 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.	3	SWMP Effectivness
☐	☒	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).		
☐	☒	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.		
☐	☒	Part III.A.9.b	**YEAR 1:** A construction site inspection program plan. **[For approval by DEP]**		
☐	☒	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.	2	**Code and LDR Plan Report**
☒	☐	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.	*	***See Joint Annual Report**
☐	☒	Part V.B.3	**YEAR 4:** The monitoring plan (with revisions, if applicable).		
☒	☐	Part VII.C	**YEAR 4:** An application to renew the permit.	*	***See Joint Annual Report**
☐	☒	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.
☐	☐	☒	☐	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**	**Approved Date**
Part VIII.B.3.a	**6 MONTHS from effective date of permit:** TMDL Prioritization Report.	11/29/11
Part VIII.B.3.b	**12 MONTHS from effective date of permit:** TMDL Monitoring and Assessment Plan.	12/28/11
Part VIII.B.3.c	**6 MONTHS from receiving analyses from the lab:** TMDL Monitoring Report.	08/06/13
Part VIII.B.4	**30 MONTHS from start date per TMDL Prioritization Report:** A Bacterial Pollution Control Plan (BPCP).	Not Applicable

BMAP Reporting

MS4 permittees are NOT required to submit the annual report required by any BMAP that applies to them since the NPDES Stormwater Staff can obtain them from the department's Watershed Planning and Coordination staff. However, to assure that the stormwater staff are aware of which BMAPs apply to the MS4 permittees and when the latest BMAP annual report was submitted, please complete the information below, if applicable:

Rule/Permit Citation	BMAP Title: No BMAP has been developed in Palm Beach County. A BMAP is currently underway for Lake Okeechobee Basins.	Date BMAP Annual Report Submitted to DEP
Part VIII.B.2	N/A	
Part VIII.B.2	N/A	
Part VIII.B.2	N/A	
Part VIII.B.2	N/A	

END OF REVISED TAILORED MS4 AR FORM

ATTACHMENT #1: Inspection Frequency Explanation

Permit #FLS000018-003

Palm Beach County Municipal Storm Sewer System

City of Delray Beach

1) Infrastructure Inspections:

The city strives to provide efficient and effective stormwater management to the citizens and general public. The area has a growing population base, demanding special events calendar and seasonal tourist pressure which annually contribute to a challenging municipal responsibility. In addition the city experienced storm events exceeding the 100 year rate in early 2014 resulting in localized flooding and pressure to the city system and municipal operational capacity.

The city owns and operates one CCTV vehicle which is utilized for infrastructure inspection purposes. The vehicle is primarily owned/housed within the water and sewer department and shared with the stormwater department thus is subject to an annual rotational schedule. During the current permit cycle, the City acquired a portable pole mounted haloptic envirosight camera system an alternative solution to prevent future inspection frequency deficiencies and alleviate the reliance and dependence upon the cctv vehicle.

Through annual program evaluation the city has identified its challenges in relation to NPDES compliance and implemented an action plan for system operation, infrastructure inspection and data management over the next permit cycle. The aggressive plan is a cooperative effort with various municipal entities and contracted consultants for select efforts. The City is currently developing a Cartegraph workflow management database system and is in the process of transferring the MS4 inventory data from AUTOCAD to a GIS based platform. The spatial database will be linked to the inventory database which will enhance operational efficiency, planning efforts, and emergency management abilities. Stormwater Infrastructure data integration is scheduled for completion in 2015-2016. A training plan is in place for pertinent city staff.

Grass Treatment Swales:

The City maintains a proactive approach to swale development and as a measure has installed over 56100 linear feet of swales in the past five years. Continual updates to the MS4 inventory are made throughout the year and as with other infrastructure data, total square footage of all swales is revised as the data is processed and verified. In addition to the routine inspections of city structures, swales both public and private being above ground are subject to continual visual inspection throughout the year by multitude of city employees as well as the general public and local citizen base. Maintenance of city swales is routinely performed through trash collection, general maintenance mowing and proactive sod replacement.

Attachment #2: Code and LDR Plan Implementation Report

Permit #FLS000018-003

Palm Beach County Municipal Storm Sewer System

City of Delray Beach

As required by the NPDES permit, the City of Delray Beach conducted an inter-departmental review of current local codes and land development regulations in 2012 Year 2 of the current permit cycle. The review and report focused on potential areas of change within the code and land development regulations that would promote:

- reduction in impervious surfaces,
- reduction in flow and volume of stormwater,
- increase in natural hydrology, and
- adherence to the principles of the Florida Yards and Neighborhoods program in new landscaping.

With coordination and leadership provided by the cities Sustainability Office and the Green Advisory Board, Delray Beach has established a proactive approach to confronting future local resource issues and begun the process of developing goals and policies to reflect and guide such endeavors. In January 2014 the City adopted the Regional Climate Action Plan which provides action recommendations to reduce stormwater impact and encourage low impact development strategies in areas of new development and significant redevelopment. Several of the key adopted recommendations pertaining to stormwater management are highlighted below.

Develop policies, strategies and standards that will serve as guidance for climate change related planning efforts. Municipal and County planning authorities are encouraged to develop policies to improve resilience to coastal and inland flooding, salt water intrusion, and other related impacts of climate change and sea level rise in their Comprehensive Plans, Sustainability Action Plans, Vision Plans, Stormwater Master Plans, Transit Development Plans, Long Range Transportation Plans, Adaptation Action Area Plans, Climate Change Plans and other green planning efforts

Modify or develop new design standards for transportation infrastructure located in identified vulnerable areas to include environmentally supportive road materials, bridge design, elevation, and stormwater management. Include different pitches combined with stormwater design to effectively remove water from the roadway; explore roadway materials that may be utilized in road construction that are more tolerant of extended periods of extreme temperatures.

Develop local and, where appropriate, regional inventories of existing potable water supply delivery and collection systems, vulnerable wellfields, wastewater collection and/or treatment infrastructure, septic tanks/drainfields, and stormwater drainage and treatment facilities; assess the potential impact from climate change of each component; and develop different climate change scenarios and adaptation strategies for high-risk utilities and/or infrastructure which may require replacement, reinforcement, or relocation to ensure the long term viability of the system (e.g., modified site, depth, elevation, materials, or connection requirements)

Utilize existing and refined inundation maps and stormwater management models to identify areas and infrastructure at increased risk of flooding and tidal inundation with increases in sea level, to be used as a basis for identifying and prioritizing adaptation needs and strategies.

Evaluate the impacts of rising sea and groundwater levels on soil storage, infiltration rates and inflow to stormwater and wastewater collection and conveyance systems; consider longer-term influences on water

quality; and develop strategies for implementing reclaimed water and stormwater reuse projects that account for current and future conditions.

Coordinate with the South Florida Water Management District, Drainage/Water Control Districts, and utilities/public works officials to identify flood control and stormwater management infrastructure already operating below the design capacity. Further examine water control structures to ensure that they can provide for inland or upstream migration of riparian species as freshwater habitats become more saline.

Develop Integrated Water Management Plans that present a joint assessment and planning strategy involving local water utilities, wastewater service providers, water managers, and partners to the Southeast Florida Regional Climate Change Compact, **for coordinated consideration of stormwater use and disposal, traditional and alternative water supplies, wastewater disposal and reuse, and water conservation measures for use by local leadership to guide planning decisions as well as amendments to applicable codes and regulations.**

General authority to effectively and efficiently develop and implement the stormwater management system within the City has been established within Title 5, Section 56 of the Code of Ordinances. Under its codified obligations, the City operates a Stormwater Utility Assessment program. The Stomwater Utility provides for the development, operation and maintenance of the stormwater utility facilities. As a measure to ensure an appropriate and reasonable rate structure the City is currently in the process of performing a Stomwater Utility Assessment Fee Evaluation Study. Utility Maintenance and Operation, NPDES permit conditions and TMDL compliance will be of particular focus within the study.

As a basis for determining consistency with Comprehensive Plan policy and a principle of good planning practice, Section 3.2 of the LDR's requires certification of proper mitigation provisions for any developments proposed within a flood prone area. Contained within Section 4.5.3 of the LDR's , the City of Delray Beach has established a special Overlay Zone District to promote the public health, safety, and general welfare, and to minimize public and private losses due to flood conditions in specific areas that may be especially prone to or vulnerable to flooding issues. The city is currently engaged in the FEMA Flood Insurance Rate Map update and revision process and actively participates in the Community Rating System. Additionally the City has retained a consultant to review the current local CRS program and assist with continued development and implementation.

Changes to the Florida Building Code in 2010 have prompted local governments to assess and revise existing floodplain management regulations. To ensure consistency with the National Flood Insurance Program, Delray Beach has begun to exam its current code and regulations. The model Floodplain Management Ordinance and Model Local Code Amendments For Communities with Inland and Coastal High Hazard Areas are being utilized as guidance documents to identify inconsistencies and coordinate the re-development of the local program. Where applicable the land development regulations and building design standards will be reviewed for update revision opportunity.

Delray Beach amended and adopted landscaping regulations that adhere to the principles of the Florida Yards and Neighborhoods program in 2012. The focused revisions, found in Section 4.6.16 of the LDR's, were constructed and produced with the intention of providing for: the conservation of potable and non-potable water; the implementation of Florida-friendly landscaping principles, proper tree selection adjacent to or within utilities to mitigate damages which may be caused by trees; encouraging the creation or preservation of open space; maintaining permeable land areas essential to surface water management and aquifer recharge; encouraging the preservation of existing plant communities; encouraging the planting of site specific, native and drought tolerant plant materials; establishing guidelines for the installation and maintenance of landscape materials and irrigation systems; reducing air, noise, heat and chemical pollution through the biological filtering capacities of trees; reducing the temperature of the microclimate through the process of evapotranspiration; and promoting energy conservation through the creation of shade. A cyclical review of the established code and regulations is scheduled for 2015. Topics such as the Lake Ida Basin TMDL, and Florida-friendly landscaping principles will be reviewed in conjunction for possible code and regulation revision opportunities.

ATTACHMENT #3: SWMP Effectiveness

Permit #FLS000018-003

Palm Beach County Municipal Storm Sewer System

City of Delray Beach

1) **Have stormwater pollutant loadings discharged from the MS4 decreased? Why or why not?**

   Based upon empirical data collected it would suggest there is a decrease in pollutant loadings discharged from the MS4. Generally speaking, the permit requires development of a SWMP with appropriate BMPs which when implemented should capture pollutants that were previously being discharged thus, decreasing overall pollutant loadings.

2) **Which components of the SWMP are working well and are effective in reducing stormwater pollutant loadings? Why are they effective?**

   All components of the SWMP are effectively reducing stormwater pollutant loadings to some degree. Some components, such as street sweeping and litter control, are more easily quantifiable thus appear to be more effective. Other programs, such as public education, are less quantifiable for direct pollutant loading reduction figures but are still valuable for overall system performance and effectiveness.

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?**

   All components of the SWMP are effectively working well. The City is proactive in managing operations and strives to stay current in both technology and administration. Advancements in asset management and workflow are being implemented within the City structure. This should result in overall enhancements in operational function and data management. As well the City has set goals through the next permit cycle and begun implementation towards system inspection and maintenance compliance. These advancements should further increase the effectiveness of the SWMP in reducing pollutant loadings.

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

   All components of the SWMP are effectively reducing stormwater pollutant loadings to some degree. Some components, such as street sweeping and litter control, are more easily quantifiable thus appear to be more effective. Other programs, such as public education, are *less quantifiable for direct pollutant loading reduction figures but are still valuable for overall system performance and effectiveness.*

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?**

   The monitoring program provides a large scale picture view of the condition of the waterway system on a macro scale. General trends in data can be inferred to suggest relative effectiveness of the combined SWMPs as a whole within the entire NPDES permit area. The scope of the data and geographic bounds do not make the data conducive to gauging the effectiveness of specific BMPs. Groups of regional MS4s located within a particular sampling point's watershed/basin could utilize specific defined datasets to determine collective effectiveness of SWMPs and BMPs. The data could be used to determine locations of larger broad scale projects and potentially programmatic updates but is not useful for localized retrofitting issues within a particular MS4.