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: City of Greenacres		
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: 6		
E.	Reporting Time Period (month/year): October 1, 2015 through September 30, 2016		
F.	Name of the Responsible Authority: Carlos Cedeño		
	Title: Public Works Director		
	Mailing Address: 5750 Melaleuca Lane		
	City: Greenacres	Zip Code: 33463	County: Palm Beach
	Telephone Number: 561-642-2074	Fax Number: 561-642-2094	
	E-mail Address: ccedeno@ci.greenacres.fl.us		
G.	Name of the Designated Stormwater Management Program Contact (if different from Section I.F above): Michael Grimm		
	Title: Chief Building Official		
	Department: Building Department		
	Mailing Address: 5800 Melaleuca Lane		
	City: Greenacres	Zip Code: 33467	County: Palm Beach
	Telephone Number: 561-642-2061	Fax Number: 561-642-2049	
	E-mail Address: mgrimm@ci.greenacres.fl.us		

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: **$801,071.26** *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: **$916,418.00** (ESTIMATE)

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

Name of Responsible Authority (type or print): Carlos I. Cedeño

Title: Public Works Director

Signature: [signature] Date: March 31, 2017

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.

<u>DEP Note</u>: 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.

<u>DEP Note</u>: 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 • Ramblewood Retention Pond • Harwhich Ct Retention Pond • Public Safety Station 1 Retention Pond • Original Section Alleyways (7 total) • Municipal Complex Retention Ponds	11	132	100%	135	102%	Employee daily worksheets	Public Works Department Roads & Drainage Division	**Inspections:** Systems are inspected monthly. **Maintenance:** Ramblewood (6) Harwhich Ct: (5) PS 1: (7) Original Section Alleyways: (80) Municipal Complex: (37)

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	Grass treatment swales (miles) • Empire Way I (west side of road Centurian Way to south side of Gladiator Lake) • Empire Way II (Lake Worth Rd to L-12 Canal, west side of road)- 0.34 mile • Centurian Way (Haverhill to Empire Way, south side of road)- 0.12 mile • Dodd Rd (Jog Rd to Woodlake Blvd, north side of road)- 0.36 mile	0.82 miles	208	100%	152	100%	Employee daily worksheets	Public Works Department Roads & Drainage Division	**Inspections:** Swales are de-littered on a weekly basis. **Maintenance:** Empire Way I and II (66), Centurian Way (63) and Dodd Rd (23).
	Major stormwater outfalls • OF-10-1, OF-22-18, OF-22-19, OF-22-66, OF-22-67, OF 22-70, OF-23-171, OF-23-175, OF-23-177 OF-23-178 and OF-23-179	11	11	100%	0	100%	Employee daily worksheets and storm sewer structure repair and maintenance inspection tracking log found at: \\chfile\Public_Works\Office of Director Division\Public Works Director\NPDES Program Management\2015 Phase III Year 5\2015 NPDES Annual Drainage Structure Inspection, Cleaning.xlsx	Public Works Department Roads & Drainage Division	Annual structure inspection occurred in August 2016. Repairs were not necessary at the time.
	Weirs or other control structures • CS-01, CS-02,CS-03,CS-04, CS-05, CS-06,CS-07,CS-08, CS-09, CS-10,CS-11, CS-12,CS-13, and CS-29	14	14	100%	0	0%	Employee daily worksheets and storm sewer structure repair and maintenance inspection tracking log found at: \\chfile\Public_Works\Office of Director Division\Public Works Director\NPDES Program Management\2015 Phase III Year 5\2015 NPDES Annual Drainage Structure Inspection, Cleaning.xlsx	Public Works Department Roads & Drainage Division	Annual structure inspection occurred in August 2016. Repairs were not necessary at the time.
	MS4 pipes / culverts (feet) (1) at A-Canal and 57th (40')	675'	675'	100%	1 of 9	11%	Employee daily worksheets and	Public Works Department	Dillman Rd pipe required

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	(1) at A-Canal and 55th Ave (40') (1) at B-Canal and 57th Ave (40') (1) at B-Canal and 55th Ave (40') (1) at Empire Way and L-12 (125') (1) at Empire Way and L-13 (125') (1) at Dillman Rd (125') (1) at Perry Ave/Jennings into L-10 (40') (1) at Sherwood Forest in Chalet IV (100')						storm sewer structure repair and maintenance inspection tracking log found at: X:\Office of Director Division\Public Works Director\NPDES Program Management\2014 Phase III Year 4\2014 NPDES Annual Drainage Structure Inspection, Cleaning.xlsx	Roads & Drainage Division	an inspection per Lake Worth Drainage District requirements. Inspection occurred on 2/29/16. Did not require repairs. All others were found to be in good working condition.
	Inlets / catch basins / grates (includes curb inlets, ditch bottom inlets, man holes, and inlets)	495	495	100%	50	10%	Employee daily worksheets and storm sewer structure repair and maintenance inspection tracking log found at: X:\Office of Director Division\Public Works Director\NPDES Program Management\2014 Phase III Year 4\2014 NPDES Annual Drainage Structure Inspection, Cleaning.xlsx	Public Works Dept. and Contractor- Shenandoah General Construction Company	17 inlets were added during reporting period per Original Section storm sewer system enhancements. Annual structure inspection occurred in July 2016. Inlet 25-9 required repair work. R & D Division performed repair and performed maintenance functions on the inlets.
	Ditches / conveyance swales Biscayne Blvd (.04 miles) Biscayne Drive (0.9 miles) Swain Blvd (1 mile) Empire Way (0.34 miles) Centurian Way (0.12 miles) 57th Ave from 10th Ave to Lake Worth Rd. (0.33 miles) Bowman Rd. (0.47 miles) Sherwood Forest Blvd. (2.87 miles);	6.07 miles	343	100%	318	93%	Employee daily worksheets	Public Works Dept. (part of routine Roads & Drainage Division and Department of Corrections inmate crew operations)	Maintained and inspected Biscayne Blvd (20) times, Biscayne Drive (18) times, Swain Blvd (20) times, Empire Way (66) times, Centurian Way (63) times, 57th Ave (17) times, Bowman Rd

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					(7) times, and Sherwood Forest Blvd (107) times
	ATTACH explanation if any of the minimum inspection frequencies in Table II.A.1.a were not met				
	Year 1 ONLY: Attach a map of all known major outfalls				
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	7	New World Systems	Planning & Engineering Staff	Consulting engineers are used to assist
	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		0		Refer to 4th Year Report
	Year 4 ONLY: Attach the follow-up report on plan implementation		0	Planning & Engineering Dept	Not required
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	156	Employee daily Worksheets	Public Works Roads & Drainage and Parks Divisions	104 days collected by Parks Division and 52 days collected by Roads & Drainage Division

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	PERMITTEE Litter Control Program: Estimated amount of area maintained (acreage)	180.2	Employee daily worksheets	Public Works Roads & Drainage and Parks Divisions	Employee daily sheets
	PERMITTEE Litter Control Program: Estimated amount of litter collected (cubic yards)	6,491	Employee daily worksheets	Public Works Roads & Drainage and Parks Divisions	5,385 bags collected by Parks Division and 1,106 bags collected by the Roads & Drainage Division
	CONTRACTOR Litter Control Program: Frequency of litter collection	186 days	Daily worksheet; located on the x-drive at <u>X:\DOC</u>	Department of Corrections work squad	DOC performed 107 days of litter collection for Parks Division and 79 days of collection for Roads & Drainage Division
	CONTRACTOR Litter Control Program: Estimated amount of area maintained (acreage)	180.2	Daily worksheet; located on the x-drive at <u>X:\DOC</u>	Department of Corrections work squad	DOC assists in the daily operations of the PW Dept including litter collection.
	CONTRACTOR Litter Control Program: Estimated amount of litter collected (cubic yards)	224 bags, 34,980 lbs	Daily worksheet; located on the x-drive at <u>X:\DOC</u>	Department of Corrections work squad	Includes totals for Roads & Drainage(59), Parks Divisions (165)
	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	5 miles during Great American Cleanup, 1 square mile during International Coastal Cleanup	Great American Cleanup site report found at <u>X:\Office of Director Division\Public Works Director\NPDES Program Management\2016 Phase III Year 4\2016 GAC Greenacres Site Report.docx</u> International Coastal Cleanup site report found at <u>X:\CODE ENFORCEMENT\NEIG</u>	Public Works Dept personnel, Building Dept personnel and volunteers	Great American Cleanup event held on April 16, 2016; International Coastal Cleanup event held on September 4, 2016

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			HBORHOOD CLEAN-UPS\ICC CLEAN UP 2016\site report		
	Keep PBC Beautiful Trash Pick-up Events: Estimated amount of litter collected (cubic yards)	96 bags, 2,880 lbs	Great American Cleanup site report found at X:\Office of Director Division\Public Works Director\NPDES Program Management\2016 Phase III Year 5\2016 GAC Greenacres Site Report.docx	Volunteers	Great American Cleanup event held on April 16, 2016
	Adopt-A-Road Program: Total miles cleaned	0	None within Greenacres	N/A	None within Greenacres
	Adopt-A-Road Program: Estimated amount of litter collected (cubic yards)	0	None within Greenacres	N/A	None within Greenacres
	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	0	None	Greenacres does not have a street sweeping program.	The City has no curb and gutter systems.
	Total miles swept (per year)	0			
	Estimated quantity of sweeping material collected (cubic yards)	0			
	Total nitrogen loadings removed (pounds)	0			
	Total phosphorus loadings removed (pounds)	0			
	Year 1 ONLY: If have curbs and gutters, attach explanation of why no street sweeping program and the alternate BMPs used or planned				This is Report Year 5
	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 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*				

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	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: Public Works Facility	35	Supervisor monthly inspection worksheets	Parks Supervisor	Maintenance work is coordinated with Vehicle Maintenance Supervisor as needed.
	Name of facility #2:				
	Name of facility #3:				
	Name of facility #4:				
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	3	Purchase Orders	Contractor	✓ Project 301-40-42-64-24, Flood Control Equip ✓ Project 304-40-46-63-28, Storm Sewer Pipe Replacement ✓ Project 304-40-42-63-21, Storm Sewer System
	Flood control projects completed during the reporting period that did not include stormwater treatment	2	Purchase Orders	Contractor	✓ Project 301-40-42-64-24, Flood Control Equip ✓ Project

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					304-40-46-63-28, Storm Sewer Pipe
	ATTACH a list of the flood control projects that did not include stormwater treatment and an explanation for each of why it was not		These were all repair and maintenance of existing infrastructure		
	Stormwater retrofit projects planned	1	FY 16 Capital Improvement Project 304-152 and 301-180	Contractor	Funds allocated for repair and maintenance of existing infrastructure and purchase of flood control equipment (trailer mounted water pump)
	Stormwater retrofit projects under construction during the reporting period	1	Purchase Order	Contractor	Ramblewood Circle/Harwich Ct Drainage Improvements
	Stormwater retrofit projects completed during the reporting period	0	None	None	None took place
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.

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:	The City does not have these types of facilities			
Name of facility #2:				
Name of facility #3:				
Name of facility #4:				

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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	3	Located in personnel records n City's Laserfiche system	Public Works Dept.	• Edgar Berrios license PB0820 • William Pazanski license PB10371 • Wyman Scott Jr. license PB9306 • Thomas Cox III License PB11160
	CONTRACTORS: FDACS certified / licensed applicators of pesticides and herbicides	2	Located in Public Works Dept. files	Terminix (commercial pesticide applicator) and Aquagenix (aquatic vegetation control)	**Terminix Fl.** license JE188935, JE104812, JE12470, JE6632, JE11157, JE 178270 and 169145. **Aquagenix Fl.** license CM14634 and CM16092
	CONTRACTORS: FDACS certified / licensed applicators of fertilizer	0	N/A	Public Works Dept.	The City does not contract with any vendor(s) for this type of service.
	PERSONNEL: Green Industry BMP Program training completed	11	Located in personnel records in City's Laserfiche system	Public Works Dept.	
	CONTRACTORS: Green Industry BMP Program training completed	2	Located in Public Works Dept. files	Contractor	Terminix (commercial pesticide applicator) and Aquagenix (aquatic vegetation control)
	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 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				

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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
	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		Submitted during previous reporting period		
	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.			
	Estimated percentage of the population reached by the activities in total	183	Building Department Counter Monthly Brochure Log. Hard copy kept in NPDES file cabinet draw at Building Department	Building Department	Hand written log. On the first of each month a Permit Tech counts the number of brochures taken from the display and enters into the log.
	Brochures/Flyers/Fact sheets distributed				
	FYN: Brochure/Flyers/Fact sheets distributed			FYN	
	Neighborhood presentations: Number conducted	1	September 4, 2016	Building Department	Mil Lake Estates during the International Coastal Cleanup

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
	FYN: Neighborhood presentations: Number of participants			FYN	
	FYN: Neighborhood presentations: Number conducted			FYN	
	Neighborhood presentations: Number of participants	28			Mil Lake Estates during the International Coastal Cleanup
	Newspapers & newsletters: Number of articles/notices published				
	Newsletters: Number of newsletters distributed				
	Public displays (e.g., kiosks, storyboards, posters, etc.)	1	ICC Cleanup	Building Department	Powerpoint presentation and board
	FYN: Public displays (e.g., kiosks, storyboards, posters, etc.)			FYN	
	Radio or television Public Service Announcements (PSAs)				
	FYN: Radio or television Public Service Announcements (PSAs)			FYN	
	School presentations: Number conducted				
	School presentations: Number of participants				
	FYN: School presentations: Number conducted			FYN	
	FYN: School presentations: Number of participants			FYN	
	Seminars/Workshops: Number conducted				
	Seminars/Workshops: Number of participants				
	FYN: Seminars/Workshops: Number conducted			FYN	
	FYN: Seminars/Workshops: Number of participants			FYN	
	Special events: Number conducted	3	ICC Cleanup 2-Government week events	Building Department	Gov Week event 1-Oct 2015 2- Sept 2016
	Special events: Number of participants	38	ICC Cleanup 2-Government week events	Building Department	Gov Week event 1-Oct 2015 2- Sept 2016
	FYN: Special events: Number conducted			FYN	
	FYN: Special events: Number of participants			FYN	
	Web Site: Number of hits / visitors to the stormwater-related pages				
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		No amendments to legal authority during this reporting period		
Part III.A.7.c	**Illicit Discharges and Improper Disposal — Investigation of Suspected Illicit Discharges and/or Improper Disposal**				

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
	During Year 1 of the permit, develop and implement a written proactive inspection program plan for identifying and eliminating sources of illicit discharges, illicit connections, or dumping to the MS4. Report on the proactive inspection program, including the number of inspections conducted, the number of illicit activities found, and the number and type of enforcement actions taken. *DEP Note: If "0" is reported in Column C for the first reporting item, please include an explanation in Column F for why no proactive inspections were performed. In addition, the permittee should re-word the "NOVs / warning letters / citations issued" reporting item to more accurately reflect its particular initial enforcement activity, if necessary.* *DEP Note: Proactive inspections may include, for example, suspect areas (e.g., industrial areas), commercial businesses (e.g., restaurants, car washes, service stations, laundries / dry cleaners, auto body shops, mobile carpet cleaners) or temporary activities (e.g., special events / fairs / circus) that would not otherwise be inspected during routine inspections and maintenance of the MS4, in association with high risk industrial facilities or construction sites, or in response to citizen or staff reports.* *DEP Note: Refer to Part III.A.7.c of the permit for what must be included in the written proactive inspection program plan. Please provide the title of the attached plan in Column D and the name of the entity who finalized the plan in Column E.*				
	Proactive inspections for suspected illicit discharges / connections / dumping	46	Scanned in LF under NPDES FY 2016	Building Department	
	Illicit discharges / connections / dumping found during a proactive inspection	2	Scanned in LF under NPDES FY 2016	Building Department	
	Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a proactive inspection	2	Scanned in LF under NPDES FY 2016	Building Department	
	Fines issued for illicit discharges / connections / dumping found during a proactive inspection	0			
	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	2	Code enforcement New World Systems module and scanned in LF under NPDES FY 2016	Building Department	
	Reactive investigations of reports of suspected illicit discharges/ connections / dumping	2	Code enforcement New World Systems module and scanned in LF under NPDES FY 2016	Building Department	

<table>
<tr><th colspan="8">SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE</th></tr>
<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 rowspan="7"></td><td colspan="3">Illicit discharges / connections / dumping found during a reactive investigation</td><td>2</td><td>Code enforcement New World Systems module and scanned in LF under NPDES FY 2016</td><td>Building Department</td><td></td></tr>
<tr><td colspan="3">Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a reactive investigation</td><td>1</td><td>Code enforcement New World Systems module and scanned in LF under NPDES FY 2016</td><td>Building Department</td><td></td></tr>
<tr><td colspan="3">Fines issued for illicit discharges / connections / dumping found during a reactive investigation</td><td>0</td><td>Code enforcement New World Systems module and scanned in LF under NPDES FY 2016</td><td>Building Department & EPA</td><td></td></tr>
<tr><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>Initial Training</td><td>Refresher Training</td><td></td><td></td><td></td><td></td></tr>
<tr><td>Personnel trained</td><td>1</td><td>28</td><td></td><td>Scanned in LF under NPDES FY 2016</td><td>Public Works, Building and Planning & Engineering Depts</td><td>Refresher- 22 Public Works staff members and 6 Building Dept staff members</td></tr>
<tr><td>Contractors trained</td><td>0</td><td>0</td><td></td><td>None</td><td>None</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 rowspan="3"></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 colspan="3">Hazardous and non-hazardous material spills responded to</td><td colspan="4">None were responded to as none occurred.</td></tr>
<tr><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</td></tr>
</table>

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

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.*

	Initial Training	Refresher Training	C.	D.	E.	F.
Personnel trained	0	24		Scanned in LF under each employee's personnel file	Public Works and Building Departments	22 Public Works employees and 2 Building Dept. employees
Contractors trained	0	0				

A.	B.
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).

<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.*

B.	C.	D.	E.	F.
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.			
Brochures/Flyers/Fact sheets distributed	183	Brochure log kept in NPDES file cabinet draw at Building Department	Building Dept	
Neighborhood presentations: Number conducted	1	Hard copy kept in NPDES file cabinet draw at Building Department	Building Dept	
Neighborhood presentations: Number of participants	28	Hard copy kept in NPDES file cabinet draw at Building Department	Building Dept	
Public displays (e.g., kiosks, storyboards, posters, etc.)	1	Building Department Counter Monthly Brochure Log. Hard	Building Dept	

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
			copy kept in NPDES file cabinet draw at Building Department		
	Web Site: Number of visitors to the stormwater-related pages	Unknown	None	Public	City website does not have a traffic counter.
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.			
	Estimated percentage of the population reached by the activities in total				This is almost impossible to calculate
	Brochures/Flyers/Fact sheets distributed	170	Hard copy kept in NPDES file cabinet draw at Building Department	Building Department	
	Neighborhood presentations: Number conducted	1	Hard copy kept in NPDES file cabinet draw at Building Department	Building Department	
	Neighborhood presentations: Number of participants	20	Hard copy kept in NPDES file cabinet draw at Building Department	Building Department	
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				

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
	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. *DEP Note: The permittee needs to "customize" this section as it pertains to the type of activities undertaken to reduce or eliminate SSOs and inflow / infiltration into the MS4. The first three reporting items below are examples.* *DEP Note: The permittee should contact the appropriate authorities for accurate reporting information, such as the sanitary sewer system operator who is responsible for investigating and eliminating SSOs and the local health department who is responsible for permitting / overseeing septic tank systems.* *DEP Note: Report only the SSOs and inflow / infiltration incidents into the MS4.*				
	Activity to reduce/eliminate SSOs and inflow / infiltration: Repair / lining of sanitary sewer system	0	The City does not operate lift stations for public use. City has a strict repair and maintenance program on the (2) lift stations that we own.		
	Activity to reduce/eliminate SSOs and inflow / infiltration: Septic systems removed	0	The City does not operate lift stations for public use. City has a strict repair and maintenance program on the (2) lift stations that we own.		
	Activity to reduce/eliminate SSOs and inflow / infiltration: Emergency generator added	0	The City does not operate lift stations for public use. City has a strict repair and maintenance program on the (2) lift stations that we own.		
	SSO incidents discovered				
	SSO incidents resolved				
	Inflow / infiltration incidents discovered				
	Inflow / infiltration incidents resolved				
	Name of owner of the sanitary sewer system				
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				

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

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	For violations discovered during a high risk inspection: Notices of Violation (NOVs) / warning letters / citations issued	
Total high risk facilities	0				None with the City boundaries
New high risk facilities added to the inventory during the current reporting period	0				
Operating municipal landfills	0				
Hazardous waste treatment, storage, disposal and recovery (HWTSDR) facilities	0				
EPCRA Title III, Section 313 facilities (that are not landfills or HWTSDR facilities)	0				
Facilities determined as high risk by the permittee through the proactive inspections as per Part III.A.7.c	0				
Other facilities determined as high risk by the permittee (that are not facilities identified through the proactive inspections)	0				

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	None within the City

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.

DEP Note: Please provide an explanation in Column F for any "0" reported in Column C.

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
	PERMITTEE SITES: Construction site plans reviewed	0	Located in P & E Dept files	P & E Dept	
	PERMITTEE SITES: Construction site plans approved	0	Located in P & E Dept files	P & E Dept	
	PRIVATE SITES: Construction site plans reviewed	4	Located in Building Dept files	Building Dept	
	PRIVATE SITES: Construction site plans approved	4	Located in Building Dept files	Building Dept	
	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 the number of construction site plans reviewed, please provide an explanation for the discrepancy in Column F.*				
	Notified of ERP stormwater permit requirements	5	Located in Building Dept files	Building Dept	
	Confirmed ERP coverage	4			
	Notified of CGP stormwater permit requirements	5			
	Confirmed CGP coverage	4			
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. <u>DEP Note:</u> *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.* <u>DEP Note:</u> *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				
	PERMITTEE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs				
	PERMITTEE SITES: Percentage of active construction sites inspected				
	PRIVATE SITES: Active construction sites	5	AS400 Permit Module software and scanned in LF	Building Dept.	New World System
	PRIVATE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs	24	AS400 Permit Module software	Building Dept.	New World System

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
			and scanned in Laserfiche		
	PRIVATE SITES: Percentage of active construction sites inspected	100%	AS400 Permit Module software and scanned in Laserfiche	Building Dept	New World System
	Notices of Violation (NOVs) / warning letters / citations issued	0	AS400 Permit Module software and scanned in Laserfiche	Building Dept	New World System
	Stop Work Orders issued	0	AS400 Permit Module software and scanned in Laserfiche	Building Dept	New World System
	Fines issued	0	AS400 Permit Module software and scanned in Laserfiche	Building Dept	New World System
	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 <u>or under contract with</u> the permittee) and private persons involved in the site plan review, inspection or construction of stormwater management, erosion, and sedimentation controls. All inspectors of construction sites shall be certified through the Florida Stormwater, Erosion, and Sedimentation Control Inspector Training program, or an equivalent program approved by the Department. Refresher 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.

<u>DEP Note:</u> 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.

<u>DEP Note:</u> 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				
Permittee construction site inspectors	2		0		Sign in sheet	MS4 Steering Committee	May 20th and 21st 2016
Permittee construction site plan reviewers	1	0			Sign in sheet	MS4 Steering Committee	May 20th and 21st 2016
Permittee construction site operators	2	0			Sign in sheet	MS4 Steering Committee	May 20th and 21st 2016

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: All structures have been identified and have been tagged with historical maintenance information in GIS format. Documentation of activities is strong and thorough. All employees have been trained on procedures
		Weaknesses: None
		SWMP Revisions to address deficiencies: None
	Part II.A.2 Significant redevelopment	Strengths: There is thorough documentation through the City's construction permitting program.
		Weaknesses: None at this time
		SWMP Revisions to address deficiencies: None
	Part II.A.3 Roadways	Strengths: The repair, maintenance and enhancement program administered by the City is reviewed annually. There was nothing found during the reporting period that would require change.
		Weaknesses: None at this time
		SWMP Revisions to address deficiencies: None
	Part II.A.4 Flood control	Strengths: The repair, maintenance and enhancement program administered by the City is reviewed annually. There was nothing found during the reporting period that would require change.
		Weaknesses: None at this time
		SWMP Revisions to address deficiencies: None
	Part II.A.5 Waste TSD Facilities	Strengths: The City does not operate any waste TSD facilities.
		Weaknesses: None at this time
		SWMP Revisions to address deficiencies: None
	Part II.A.6 Pesticide, herbicide, fertilizer application	Strengths: The Public Works Department strives to provide all of its employees the most up to date training in the chemical application field.
		Weaknesses: None at this time
		SWMP Revisions to address deficiencies: None

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

	Part II.A.7 Illicit Discharge Detection and Elimination	Strengths: The Building Dept reviews its illicit discharge detection and elimination program periodically to ensure a consistent amount of inspections. The statutory language is reviewed periodically.
		Weaknesses: None at this time
		SWMP Revisions to address deficiencies: None
	Part II.A.8 High Risk Industry Runoff	Strengths: The City does not have any high risk industry within its boundaries.
		Weaknesses: None at this time
		SWMP Revisions to address deficiencies: None
	Part II.A.9 Construction Site Runoff	Strengths: The City Planning & Engineering Department coordinates periodic meetings with the City Building Department to ensure projects are in compliance with all permitting standards.
		Weaknesses: None at this time
		SWMP Revisions to address deficiencies: None

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.** _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.*
		None at this time
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.*
		None at this time.

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]**		
☐	☒	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.		
☐	☒	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.		
☐	☒	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.
☐	☐	☒	☐	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		
Part VIII.B.2		
Part VIII.B.2		
Part VIII.B.2		

END OF REVISED TAILORED MS4 AR FORM