



4 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 West Palm Beach		
B.	Permit Name: Palm Beach County Municipal Separate Storm Sewer System		
C.	Permit Number: FLS000018-003 (Cycle 3)		
D.	Annual Report Year: <input type="checkbox"/> Year 1 <input type="checkbox"/> Year 2 <input checked="" type="checkbox"/> Year 3 <input type="checkbox"/> Year 4 <input type="checkbox"/> Year 5 <input type="checkbox"/> Other, specify Year:		
E.	Reporting Time Period (month/year): 10/ 12 through 9 / 13		
F.	Name of the Responsible Authority: Samuel Heady		
	Title: Assistant Director of Public Utilities		
	Mailing Address: PO Box 3368		
	City: West Palm Beach	Zip Code: 33402	County: Palm Beach County
	Telephone Number: 561.822.2200		Fax Number: 561.822.494.1115
	E-mail Address: sheady@wpb.org		
G.	Name of the Designated Stormwater Management Program Contact (if different from Section I.F above): Stephon Harris		
	Title: Utilities Operations & Maintenance Superintendent		
	Department: Public Utilities		
	Mailing Address: PO Box 3368		
	City: West Palm Beach	Zip Code: 33402	County: Palm Beach County
	Telephone Number: 561.822.2168		Fax Number: 561.822.2193
E-mail Address: harriss@wpb.org			

SECTION II. MS4 MAJOR OUTFALL INVENTORY (Not Applicable In Year 1)	
A.	Number of outfalls ADDED to the outfall inventory in the current reporting year (insert "0" if none): 0 (Does this number include non-major outfalls? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable)
B.	Number of outfalls REMOVED from the outfall inventory in the current reporting year (insert "0" if none): 0 (Does this number include non-major outfalls? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Applicable)
C.	Is the change in the total number of outfalls due to lands annexed or vacated? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not Applicable

SECTION III. MONITORING PROGRAM

A.	<p>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 permittees. Please refer to the Palm Beach County Joint Annual Report for the monitoring information.</p> <p><i>DEP Note: All co-permittees may refer to the PBC Joint AR here as follows: "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."</i></p>
B.	<p>Provide a brief discussion of the monitoring results to date: Please see the Palm Beach County Joint Annual Report for the monitoring information.</p> <ul style="list-style-type: none"> <i>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.</i>
C.	<p>Attach a monitoring data summary, as required by the permit. Please see the Palm Beach County Joint Annual Report.</p>

SECTION IV. FISCAL ANALYSIS

A.	<p>Total expenditures for the NPDES stormwater management program for the current reporting year: \$9,583,731</p> <p><i>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.</i></p>
B.	<p>Total budget for the NPDES stormwater management program for the subsequent reporting year: \$10,251,135</p>

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

DO NOT SUBMIT ANY OTHER MATERIALS
 (such as records and logs of activities, monitoring raw data, public outreach materials, etc.)

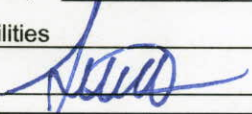
SECTION VI. CERTIFICATION STATEMENT AND SIGNATURE

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

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based upon my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name of Responsible Authority (type or print): Samuel Heady

Title: Interim Director of Public Utilities

Signature:  Date: 3/3/2014

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										
Part III.A.1	Structural Controls and Stormwater Collection Systems Operation														
	<p>Maintain an up-to-date inventory of the structural controls and roadway stormwater collection structures operated by the permittee, including, at a minimum, all of the types of control structures listed in Table II.A.1.a of the permit. Report the current known inventory.</p> <p>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.</p> <p>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.</p> <p>Report the number of inspection and maintenance activities conducted for each type of structure included in Table II.A.1.a, and the percentage of the total inventory of each type of structure inspected and maintained. If the minimum inspection frequencies set forth in Table II.A.1.a were not met, provide as an attachment an explanation of why they were not and a description of the actions that will be taken to ensure that they will be met.</p> <p>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.</p>														
	Type of Structure	<table border="1"> <thead> <tr> <th data-bbox="411 1253 436 1357">Total Number of Structures</th> <th data-bbox="411 1129 436 1232">Number of Inspections</th> <th data-bbox="411 1004 436 1108">Percentage Inspected</th> <th data-bbox="411 880 436 984">Number of Maintenance Activities</th> <th data-bbox="411 756 436 859">Percentage Maintained</th> </tr> </thead> <tbody> <tr> <td data-bbox="445 1253 470 1357">5</td> <td data-bbox="445 1129 470 1232">3</td> <td data-bbox="445 1004 470 1108">60</td> <td data-bbox="445 880 470 984">3</td> <td data-bbox="445 756 470 859">50</td> </tr> </tbody> </table>	Total Number of Structures	Number of Inspections	Percentage Inspected	Number of Maintenance Activities	Percentage Maintained	5	3	60	3	50	Retention/Detention/ Swale- Ditch/Exfiltration Trench Inspection Sheets	Public Utilities Stormwater Drainage	Incorrectly submitted eight structures in last year report. SOP is updated to reflect the correct number of structures.
Total Number of Structures	Number of Inspections	Percentage Inspected	Number of Maintenance Activities	Percentage Maintained											
5	3	60	3	50											

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
Exfiltration trench / French drains (linear feet)	7,325	0	0	0	0	0	0	HiperWeb Management System	Public Utilities Stormwater Drainage	Exfiltration performed in year 1 at 60% and year 2 at 30%
Grass treatment swales (# of systems)	1	1	100	1	100	100	Retention/Detention/ Swale- Ditch/Exfiltration Trench Inspection Sheets	Public Utilities Stormwater Drainage	Public Utilities Stormwater Drainage	Spencer Drive is the only swale the City maintains, this is reflected in the SOP.
Dry detention systems	2	2	100	2	100	100	HiperWeb Management System	Public Utilities Stormwater Drainage	Public Utilities Stormwater Drainage	
Wet detention systems	4	4	100	4	100	100	Retention/Detention/ Swale- Ditch/Exfiltration Trench Inspection Sheets	Public Utilities Stormwater Drainage	Public Utilities Stormwater Drainage	Locations are reflected in the SOP.
Pollution control boxes	13	20	100	20	100	100	HiperWeb Management System	Public Utilities Stormwater Drainage	Public Utilities Stormwater Drainage	
Stormwater pump stations	7	144	100	144	100	100	HiperWeb Management System	Public Utilities Pumping Operations	Public Utilities Pumping Operations	Haverhill, Dreher, Foxhall, Renaissance, Baywinds, Ironhorse(2)
Major stormwater outfalls	44	44	100	44	100	100	HiperWeb Management System	Public Utilities Stormwater Drainage	Public Utilities Stormwater Drainage	
Weirs or other control structures	3	39	100	39	100	100	HiperWeb Management System	Public Utilities Stormwater Drainage	Public Utilities Stormwater Drainage	
MS4 pipes / culverts (miles)	169	109	65	374	22	22	GIS	Public Utilities Stormwater Drainage	Public Utilities Stormwater Drainage	TV/Vac Truck
Inlets / catch basins / grates	4,315	4,315	100	26	100	100	HiperWeb Management System	Public Utilities Stormwater Drainage	Public Utilities Stormwater Drainage	

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	Ditches / conveyance swales (feet)	1	1	100	1	100	HiperWeb Management System	Public Utilities Stormwater Drainage		
	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.									
	<i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. This provision DOES NOT APPLY to Indian Trail Improvement District (ITID), Northern Palm Beach County Improvement District (NPBCID), South Indian River Water Control District (SIRWCD).</i>									
	Number of significant redevelopment projects reviewed									
	Provide in the Year 2 Annual Report the summary report of the review of local codes activity. Provide in the Year 4 Annual Report the follow-up report on plan implementation of modifying codes to allow low impact design BMPs.									
	<i>DEP Note: Refer to Part III.A.2 of the permit for details regarding what the review entails, and what must be included in the summary report and follow-up report. Please provide the title of the attached report in Column D and the name of the entity who finalized the report in Column E. This provision DOES NOT APPLY to ITID, NPBCID, SIRWCD.</i>									
	Year 2 ONLY: Attach the summary report of the review activity									
	Year 4 ONLY: Attach the follow-up report on plan implementation									
Part III.A.3	Roadways									
	Annually review (and revise, as needed) and implement the permittee's written procedures for the litter control program(s) for public streets, roads, and highways, including rights-of-way, employed within the permittee's jurisdictional area and properly dispose of collected material. Implement the program on a monthly, or on an as needed, basis. Report on the litter control program, including the frequency of litter collection, an estimate of the total number of road miles cleaned or amount of area covered by the activities, and an estimate of the quantity of litter collected.									
	<i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. In addition, the permittee may choose its own units of measurement for the reporting items. Unit options for the amount of litter include: bags, cubic yards, pounds, tons. Unit options for the amount of area covered by the activity include: square feet, linear feet, yards, miles, acres. If all litter collection is performed by staff or by contractors, but not by both, please remove the non-applicable reporting items.</i>									
	PERMITTEE Litter Control Program: Frequency of litter collection									
	Daily							Parks Daily Activity Sheets	Parks & Recreation-Parks Maintenance	
	217,710							Parks Daily Activity Sheets	Parks & Recreation-Parks Maintenance	
	PERMITTEE Litter Control Program: Estimated amount of area maintained (linear feet)									

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	<p>PERMITTEE Litter Control Program: Estimated amount of litter collected (cubic yards)</p>	142	Solid Waste Tickets	Parks & Recreation--Parks Maintenance	
	<p>CONTRACTOR Litter Control Program: Frequency of litter collection</p>	0			City does not contract for litter collection
	<p>CONTRACTOR Litter Control Program: Estimated amount of area maintained (linear feet)</p>	0			City does not contract for litter collection
	<p>CONTRACTOR Litter Control Program: Estimated amount of litter collected (cubic yards)</p>	0			City does not contract for litter collection
	<p>If an Adopt-A-Road or similar program is implemented, report the total number of road miles cleaned and an estimate of the quantity of litter collected.</p>				
	<p><i>DEP Note: 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.</i></p>				
	<p>Keep PBC Beautiful Trash Pick-up Events: Total miles cleaned</p>	5	Special Events	Public Works Sanitation	
	<p>Keep PBC Beautiful Trash Pick-up Events: Estimated amount of litter collected (cubic yards)</p>	3,860	Debris Special Project	Public Works Sanitation	
	<p>Adopt-A-Road Program: Total miles cleaned</p>	0			CWPB does not have this program
	<p>Adopt-A-Road Program: Estimated amount of litter collected (cubic yards)</p>	0			CWPB does not have this program
	<p>Report on the street sweeping program, including the frequency of the sweeping, total miles swept, an estimate of the quantity of sweepings collected, and the total nitrogen (TN) and total phosphorus (TP) loadings that were removed by the collection of sweepings. If no street sweeping program is implemented, provide the explanation of why not in the Year 1 Annual Report.</p>				

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.

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	<p><i>DEP Note: If the permittee has curbs and gutters but no street sweeping program is implemented, the permittee must provide an explanation of why not in the Year 1 Annual Report. Refer to Part III.A.3 of the permit for the information that must be included in the explanation (including the alternate BMPs used or planned in lieu of street sweeping). Please provide the title of the attached explanation in Column D and the name of the entity who finalized the explanation in Column E.</i></p>				
	<p>Frequency of street sweeping</p>	<p>Weekly</p>	<p>Street Sweeping Monthly Report</p>	<p>Public Works Street Maintenance Sweeper Division</p>	
	<p>Total miles swept (per year)</p>	<p>43283</p>	<p>Street Sweeping Monthly Report</p>	<p>Public Works Street Maintenance Sweeper Division</p>	<p>New Sweeper Truck added to our fleet increasing the amount of miles swept.</p>
	<p>Estimated quantity of sweeping material collected (pounds)</p>	<p>4,072,540</p>	<p>Street Sweeping Monthly Report</p>	<p>Public Works Street Maintenance Sweeper Division</p>	<p>Along with an additional Sweeper, with the increase in rain storms the volume of leaves increase and packs down the sweepers.</p>
	<p>Total nitrogen loadings removed (pounds)</p>	<p>2,156</p>	<p>Load Reduction Spreadsheet</p>	<p>Public Works Street Maintenance Sweeper Division</p>	
	<p>Total phosphorus loadings removed (pounds)</p>	<p>1,382</p>	<p>Load Reduction Spreadsheet</p>	<p>Public Works Street Maintenance Sweeper Division</p>	
	<p>Year 1 ONLY: If have curbs and gutters, attach explanation of why no street sweeping program and the alternate BMPs used or planned</p>				
	<p>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.</p>				

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	<p>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.</p>				
CWPB		55	HiperWeb Management System	Public Utilities Stormwater Drainage	
Part III.A.4	<p>Flood Control Projects</p> <p>Report the total number of flood control projects that were constructed by the permittee during the reporting period and the number of those projects that did NOT include stormwater treatment. The permittee shall provide a list of the projects where stormwater treatment was not included with an explanation for each of why it was not. Report on any stormwater retrofit planning activities and the associated implementation of retrofitting projects to reduce stormwater pollutant loads from existing drainage systems that do not have treatment BMPs</p> <p>DEP Note: A "stormwater retrofit project" is one implemented primarily to provide stormwater treatment for areas currently without treatment</p> <p>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.</p> <p>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.</p>				
	<p>Flood control projects completed during the reporting period</p>	0			There were no projects during this reporting period.
	<p>Flood control projects completed during the reporting period that did not include stormwater treatment</p>	0			There were no projects during this reporting period.
	<p>ATTACH a list of the flood control projects that did <u>not</u> include stormwater treatment and an explanation for each of why it was not</p>		N/A	N/A	

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	Stormwater retrofit projects planned	4	Completed, permitted construction plans	Public Works Engineering	Rutland Blvd.; Lakewood-Edmore Ph.2; Monceaux Gr. 1; S.Olive Ave.
	Stormwater retrofit projects under construction during the reporting period	1	Construction Contract	Public Works Engineering	Electronics Way
	Stormwater retrofit projects completed during the reporting period	0			There were no projects during this reporting period.
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:				
	<ul style="list-style-type: none"> • Operating municipal landfills; • Municipal waste transfer stations; • Municipal waste fleet maintenance facilities; and • Any other municipal waste treatment, waste storage, and waste disposal facilities. 				
	Report the number of applicable facilities and the number of the inspections conducted for each facility.				
	<p>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.</p>				
	CWBPB Municipal Complex		Number of Inspections		
		55	HiperWeb Management System	Public Utilities Stormwater Drainage	
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.				

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	<p>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.</p>				
	<p>PERSONNEL: Florida Department of Agriculture and Consumer Services (FDACS) certified applicators of pesticides and herbicides</p>	12	State Certifications, Florida Department of Agriculture & Consumer Services	Florida Department of Agriculture & Consumer Services	Five certified applicators in Parks Maintenance and Seven certified applicators in Watershed Management
	<p>CONTRACTORS: FDACS certified / licensed applicators of pesticides and herbicides</p>	1	Florida Department of Agriculture & Consumer Services	Aquatic Plant Management Inc.	
	<p>CONTRACTORS: FDACS certified / licensed applicators of fertilizer</p>	0			City does not hire contractor's for fertilizer application
	<p>PERSONNEL: Green Industry BMP Program training completed</p>	12	State Certificates GI-BMP/ DEP, Univ. of Florida	Department of Environmental Protection	
	<p>CONTRACTORS: Green Industry BMP Program training completed</p>	0			City does not hire contractor's for fertilizer application
	<p>Pursuant to SB 2080 (2009), all local governments are encouraged to adopt a Florida-friendly Landscaping Ordinance similar to the one set forth in the document "Florida-friendly Guidance Models for Ordinances, Covenants and Restrictions." If the broader Florida-friendly ordinance described above is not adopted, then 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.</p>				<p>DEP Note: This provision DOES NOT APPLY to ITID, NPBCID, S/RWCD. 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.</p> <p>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.</p> <p>Year 1 or Year 2 ONLY: Attach copy of adopted Florida-friendly ordinance</p>

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	<p>During Year 1 of the permit, develop and implement a written public education and outreach program plan to encourage citizens to reduce their use of pesticides, herbicides, and fertilizers. Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage citizens to reduce their use of pesticides, herbicides, and fertilizers, including the type and number of activities conducted, the type and number of materials distributed, the percentage of the population reached by the activities in total, and the number of Web site visits (if applicable). Activities performed under the Florida Yards and Neighborhoods (FYN) program should only be reported if the permittee is contributing funding towards the FYN staff and program within its jurisdiction.</p>				
	<p>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.</p>				
	<p>DEP Note: All permittees may refer to the Palm Beach County Joint Report to report the public education and outreach activities that are performed county-wide. The co-permittees are to report just the public education and outreach activities that they performed.</p>				
	<p>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? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Amount of Funding = See Joint Annual Report</p>				
Part III.A.7.a	<p>Public education and outreach program</p>				
Part III.A.7.a	<p>Illicit Discharges and Improper Disposal — Inspections, Ordinances, and Enforcement Measures</p>				
	<p>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.</p>				
	<p>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</p>				n/a
Part III.A.7.c	<p>Illicit Discharges and Improper Disposal — Investigation of Suspected Illicit Discharges and/or Improper Disposal</p>				
	<p>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.</p>				
	<p>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.</p>				

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

A. Permit Citation/ SWMP Element	B. Permit Requirement/Quantifiable SWMP Activity	C. Number of Activities Performed	D. Documentation / Record	E. Entity Performing the Activity	F. Comments
	<p><u>DEP Note:</u> 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.</p>				
	<p><u>DEP Note:</u> 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.</p>				
	<p>Proactive inspections for suspected illicit discharges / connections / dumping</p>	756	<p>HiperWeb Work Order Tracking Software & Community Plus and Inspection Sheets</p>	<p>Public Utilities Stormwater Drainage & Code Enforcement</p>	
	<p>Illicit discharges / connections / dumping found during a proactive inspection</p>	527	<p>Community Plus</p>	<p>Code Enforcement</p>	
	<p>Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a proactive inspection</p>	527	<p>Community Plus</p>	<p>Code Enforcement</p>	
	<p>Fines issued for illicit discharges / connections / dumping found during a proactive inspection</p>	1	<p>Community Plus</p>	<p>Code Enforcement</p>	
	<p>Year 1 ONLY: Attach the written proactive inspection program plan</p>				
	<p>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.</p>				
	<p><u>DEP Note:</u> 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.</p>				
	<p>Reports of suspected illicit connections / discharges / dumping received</p>	552	<p>Community Plus</p>	<p>Code Enforcement</p>	
	<p>Reactive investigations of reports of suspected illicit discharges / connections / dumping</p>	552	<p>Community Plus</p>	<p>Code Enforcement</p>	
	<p>Illicit discharges / connections / dumping found during a reactive investigation</p>	552	<p>Community Plus</p>	<p>Code Enforcement</p>	

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	<p>Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a reactive investigation</p> <p>Fines issued for illicit discharges / connections / dumping found during a reactive investigation</p>	552	Community Plus	Code Enforcement	
	<p>During Year 1 of the permit, develop and implement a written plan for the training of all appropriate permittee personnel (including field crews, fleet maintenance staff, and inspectors) and contractors 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).</p>	1	Community Plus	Code Enforcement	
	<p>DEP Note: If "0" is reported for either reporting item, please include in Column F an explanation of why training was not provided to / obtained by personnel and contractors during the applicable reporting year, the most recent year that training was previously provided / obtained, and the names of the personnel and contractors previously trained.</p>				
	<p>Personnel trained</p>	<p>Initial Training</p> <p>8</p>	<p>Refresher Training</p> <p>0</p>	<p>Public Utilities Stormwater Drainage</p>	<p>Viewed Videos: Drop in the Bucket; Ground Control; Stormwatch Municipal Stormwater; SPCC Controlling Oil; Everyday Best Management Practices; Lookout for Illicit Discharges Stormwater Pollution Prevention</p>
	<p>Contractors trained</p>	0	0		
<p>Part III.A.7.d</p>	<p>Illicit Discharges and Improper Disposal — Spill Prevention and Response</p>				
	<p>Annually review (and revise, as needed) and implement the permittee's written spill-prevention/spill-response plan and procedures to prevent, contain, and respond to spills that discharge into the MS4. Report on the spill prevention and response activities, including the number of spills addressed.</p>				
	<p>DEP Note: The permittee may report the number of hazardous material spills separately from the number of non-hazardous material spills, or report one combined number, to more accurately reflect its tracking of these spills.</p>				
	<p>Hazardous and non-hazardous material spills responded to</p>	35	Firehouse Database	WPBFR	

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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						
	<p>During Year 1 of the permit, develop and implement a written plan for the training of all appropriate permittee personnel (including field crews, firefighters, fleet maintenance staff and inspectors) and contractors on proper spill prevention, containment, and response techniques and procedures. 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).</p> <p><i>DEP Note: If "0" is reported for either reporting item, please include in Column F an explanation of why training was not provided to / obtained by personnel and contractors during the applicable reporting year, the most recent year that training was previously provided / obtained, and the names of the personnel and contractors previously trained.</i></p>	<table border="1"> <thead> <tr> <th data-bbox="598 986 623 1234">Initial Training</th> <th data-bbox="598 1234 623 1854">Refresher Training</th> </tr> </thead> <tbody> <tr> <td data-bbox="623 986 707 1234">0</td> <td data-bbox="623 1234 707 1854">69</td> </tr> <tr> <td data-bbox="707 986 791 1234">0</td> <td data-bbox="707 1234 791 1854">0</td> </tr> </tbody> </table>	Initial Training	Refresher Training	0	69	0	0	Firehouse Database	City of WPB Fire Rescue	<p>No new people added during this reporting period. City does not contract for spill prevention or response, this is done in house.</p>
Initial Training	Refresher Training										
0	69										
0	0										
Part III.A.7.e	<p>Illicit Discharges and Improper Disposal — Public Reporting</p> <p>During Year 1 of the permit, develop and implement a written public education and outreach program plan to promote, publicize, and facilitate public reporting of the presence of illicit discharges and improper disposal of materials into the MS4. Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage the public reporting of suspected illicit discharges and improper disposal of materials, including the type and number of activities conducted, the type and number of materials distributed, the percentage of the population reached by the activities in total, and the number of Web site visits (if applicable).</p> <p><i>DEP Note: The permittee should "customize" the list of public outreach activities by removing items or adding items to the list below as appropriate to their particular public outreach program. However, the reporting item of "Estimated percentage of the population reached by the activities in total" must remain unless the permittee chooses to reference the PBC Joint AR, as demonstrated in the first reporting item below. The permittee may add more specifics to the reporting items, such as the name of the brochure or newsletter distributed. If "0" is reported in Column C for all the reporting items, and the PBC Joint AR is not referenced, please include in Column F an explanation for why no outreach was performed.</i></p> <p><i>DEP Note: All permittees may refer to the Palm Beach County Joint Report to report the public education and outreach activities that are performed county-wide. The co-permittees are to report just the public education and outreach activities that they performed.</i></p>										
	<p>Public education and outreach program</p> <p>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.</p>										

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

A. Permit Citation/ SWMP Element	B. Permit Requirement/Quantifiable SWMP Activity	C. Number of Activities Performed	D. Documentation / Record	E. Entity Performing the Activity	F. Comments
Part III.A.7.f	<p>Illicit Discharges and Improper Disposal — Oils, Toxics, and Household Hazardous Waste Control</p>				
	<p>During Year 1 of the permit, develop and implement a written public education and outreach program plan to encourage the proper use and disposal of used motor vehicle fluids, leftover hazardous household products, and lead acid batteries. Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage the proper use and disposal of oils, toxics, and household hazardous waste, including the type and number of activities conducted, the type and number of materials distributed, the amount of waste collected / recycled / properly disposed, the percentage of the population reached by the activities in total, and the number of Web site visits (if applicable).</p> <p><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.</p> <p><u>DEP Note:</u> All permittees may refer to the Palm Beach County Joint Report to report the public education and outreach activities that are performed county-wide. The co-permittees are to report just the public education and outreach activities that they performed.</p>				
Part III.A.7.g	<p>Public education and outreach program</p>				
	<p>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.</p>				
Part III.A.7.g	<p>Illicit Discharges and Improper Disposal — Limitation of Sanitary Sewer Seepage</p>				
	<p>Annually review (and revise, as needed) and implement the permittee's written procedures to reduce or eliminate sanitary wastewater contamination into the MS4, including discharges to the MS4 from sanitary sewer overflows (SSOs) and from inflow / infiltration from collection / transmission systems and/or septic tank systems. Advise the appropriate utility owner of a violation if constituents common to wastewater contamination are discovered in the MS4. Report on the type and number of activities undertaken to reduce or eliminate SSOs and inflow/ infiltration, the number of SSOs or inflow / infiltration incidents found and the number resolved, and the name of the owner of the sanitary sewer system within the permittee's jurisdiction.</p> <p><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 into the MS4. The first three reporting items below are examples.</p> <p><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.</p> <p><u>DEP Note:</u> Report only the SSOs and inflow / infiltration incidents into the MS4.</p>	0	GIS	Public Utilities Sanitary Collection	Actual contract was awarded in July. Didn't begin Lining until mid October 2013
	<p>Activity to reduce/eliminate SSOs and inflow / infiltration: Repair / lining of sanitary sewer system</p>				

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

A.	B.	C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	Activity to reduce/eliminate SSOs and inflow / infiltration: Septic systems removed	0		Public Utilities Sanitary Collection	No septic tank projects were done during this reporting period
	Activity to reduce/eliminate SSOs and inflow / infiltration: Emergency generator added	0	Purchase Order Log	Public Utilities Pumping Operations	No generators needed during this Fiscal Year
	SSO incidents discovered	25	Spill Reports	Public Utilities Sanitary Collections	Spill reports include documentation of the resolution of the spill
	SSO incidents resolved	25	Spill Reports	Public Utilities Sanitary Collections	Spill reports include documentation of the resolution of the spill
	Inflow / infiltration incidents discovered	0	GIS	Public Utilities Sanitary Collections	
	Inflow / infiltration incidents resolved	0	GIS	Public Utilities Sanitary Collections	
	Name of owner of the sanitary sewer system	City of West Palm Beach			

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.

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								
	<p>During Year 1 of the permit, develop and implement a written plan for conducting inspections of high risk facilities to determine compliance with all appropriate aspects of the stormwater program. While the permittee may determine the order and frequency of the inspections, the permittee shall inspect each identified facility at least once during the permit term; however, facilities identified as high risk due to the findings of the proactive inspection program as per Part III.A.7.c of the permit shall be inspected annually. Report on the high risk facilities inspection program, including the number of inspections conducted and the number and type of enforcement actions taken.</p> <p>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.</p>												
	<p>For violations discovered during a high risk inspection</p>	<table border="1"> <tr> <td data-bbox="327 756 361 828">Number of Facilities</td> <td data-bbox="327 828 361 984">173</td> </tr> <tr> <td data-bbox="327 984 361 1056">Number of Inspections</td> <td data-bbox="327 1056 361 1129">0</td> </tr> <tr> <td data-bbox="327 1129 361 1201">Fines issued</td> <td data-bbox="327 1201 361 1274">0</td> </tr> <tr> <td data-bbox="327 1274 361 1346">Notices of Violation (NOVs) / warning letters / citations issued</td> <td data-bbox="327 1346 361 1419">0</td> </tr> </table>	Number of Facilities	173	Number of Inspections	0	Fines issued	0	Notices of Violation (NOVs) / warning letters / citations issued	0			
Number of Facilities	173												
Number of Inspections	0												
Fines issued	0												
Notices of Violation (NOVs) / warning letters / citations issued	0												
	<p>Total high risk facilities</p>	173											
	<p>New high risk facilities added to the inventory during the current reporting period</p>	0											
	<p>Operating municipal landfills</p>	0			Source: DEP Solid Waste Site								
	<p>Hazardous waste treatment, storage, disposal and recovery (HWTSDR) facilities</p>	171	73	Inspection Forms	Code Compliance								
	<p>EPCRA Title III, Section 313 facilities (that are not landfills or HWTSDR facilities)</p>	2	2	Inspection Forms	Code Compliance								
	<p>Facilities determined as high risk by the permittee through the proactive inspections as per Part III.A.7.c</p>	0	0										
	<p>Other facilities determined as high risk by the permittee (that are not facilities identified through the proactive inspections)</p>	0	0										
Part III.A.8.b	<p>Industrial and High-Risk Runoff — Monitoring for High Risk Industries</p>												
	<p>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.</p>	0			Not needed								
Part III.A.9.a	<p>Construction Site Runoff — Site Planning and Non-Structural and Structural Best Management Practices</p>												

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

A. Permit Citation/ SWMP Element	B. Permit Requirement/Quantifiable SWMP Activity	C. Number of Activities Performed	D. Documentation / Record	E. Entity Performing the Activity	F. Comments
	<p>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.</p> <p>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C.</p> <p>PERMITTEE SITES: Construction site plans reviewed</p> <p>PERMITTEE SITES: Construction site plans approved</p> <p>PRIVATE SITES: Construction site plans reviewed</p> <p>PRIVATE SITES: Construction site plans approved</p> <p>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.</p> <p>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. If the number of applicants notified of ERP or CGP coverage is less than the number of construction site plans reviewed, please provide an explanation in Column F.</p>	<p>39</p> <p>6</p> <p>16</p> <p>16</p>	<p>Plans Review</p> <p>Plans Review</p> <p>Plans Applications</p> <p>Plans Applications</p>	<p>Public Works Engineering</p> <p>Public Works Engineering</p> <p>Public Works Engineering</p> <p>Public Works Engineering</p>	<p>Only 6 projects at 100% design</p>
	<p>Notified of ERP stormwater permit requirements</p>	8	Permit Files	Public Works Engineering	Not all sites exceed the minimum total area or impervious area required for an ERP permit
	<p>Confirmed ERP coverage</p>	7	Permit Files SFWMD Database	Public Works Engineering	
	<p>Notified of CGP stormwater permit requirements</p>	8	Permit Files	Public Works Engineering	Not all sites exceed the minimum area required for a CGP.
	<p>Confirmed CGP coverage</p>	2	Permit Files	Public Works Engineering	Some sites less than one acre. No follow-up to get copy of permit.

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
Part III.A.9.b	<p>Construction Site Runoff — Inspection and Enforcement</p> <p>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.</p> <p><i>DEP Note: If "0" is reported in Column C for the number of inspections conducted, please provide an explanation in Column F of why no inspections were conducted. If the number of inspections reported is equal to or less than the number of active construction sites, or the percentage inspected is less than 100%, please provide an explanation in Column F. In addition, the permittee should re-word the "NOVs / warning letters / citations issued" reporting item to more accurately reflect its particular initial enforcement activity, if necessary.</i></p> <p><i>DEP Note: Refer to Part III.A.9.b of the permit for what must be included in the construction site inspection program plan. Please provide the title of the attached plan in Column D and the name of the entity who finalized the plan in Column E.</i></p>				
	<p>PERMITTEE SITES: Active construction sites</p>	21	Daily reports	Public Works Engineering Construction Services	
	<p>PERMITTEE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs</p>	1,680	Daily reports	Public Works Engineering Construction Services	
	<p>PERMITTEE SITES: Percentage of active construction sites inspected</p>	100%	Daily reports	Public Works Engineering Construction Services	
	<p>PRIVATE SITES: Active construction sites</p>	39	Permit files database	Public Works Engineering Construction Services	
	<p>PRIVATE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs</p>	960	Daily reports	Public Works Engineering Construction Services	
	<p>PRIVATE SITES: Percentage of active construction sites inspected</p>	100%	Daily reports	Public Works Engineering Construction Services	

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

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	Permittee construction site operators	0	N/A	N/A	
	Private persons	0	N/A	N/A	

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

A. Permit Citation/ SWMP Element	SWMP EVALUATION
Part II.A.1 Structural control inspection and maintenance	<p>Strengths: Inspections help in identifying any areas that may be developing a problem with sedimentation or failure of the structure. Maintenance of the system has allowed for the reduction of pollutant loading being discharged into the water ways.</p> <p>Weaknesses: None</p> <p>SWMP Revisions to address deficiencies: N/A</p>
Part II.A.2 Significant redevelopment	<p>Strengths: Works in conjunction with South Florida Water Management District requirements. Redevelopment allows for the stormwater system to be upgraded.</p> <p>Weaknesses: None</p> <p>SWMP Revisions to address deficiencies: N/A</p>
Part II.A.3 Roadways	<p>Strengths: Street sweeping helps with the reduction of pollutants that are being discharged and it also helps to reduce water remaining on the roadway and creating a safety hazard. Swale rehab has also helped with the reduction amount of pollutants being discharged.</p> <p>Weaknesses: None</p> <p>SWMP Revisions to address deficiencies: N/A</p>

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

<p>Part II.A.4 Flood control</p>	<p>Strengths: Our outfall inventory report helped us to identify issues with flooding throughout the City. We have started to install exfiltration systems throughout the City to help capture water during rain events and allow percolation back to the aquifer.</p> <p>Weaknesses: None</p> <p>SWMP Revisions to address deficiencies: No deficiencies were noted.</p>
<p>Part II.A.5 Waste TSD Facilities</p>	<p>Strengths: Waste TSD facility helps control any potential pollution of stormwater; runoff is minimized or prevented. Our runoff drains into separate retention area and the inlets are cleaned once a week.</p> <p>Weaknesses: None</p> <p>SWMP Revisions to address deficiencies:</p>
<p>Part II.A.6 Pesticide, herbicide, fertilizer application</p>	<p>Strengths: Staff is trained in the Green Industry BMP program and certified applicators of pesticides and herbicides from the Florida Department of Agriculture and Consumer Services (FDACS). Our private contractor has also been FDACS certified.</p> <p>Weaknesses: None</p> <p>SWMP Revisions to address deficiencies: N/A</p>
<p>Part II.A.7 Illicit Discharge Detection and Elimination</p>	<p>Strengths: The ability to detect various pollutants that might be discharged into the drainage system.</p> <p>Weaknesses: None</p> <p>SWMP Revisions to address deficiencies: N/A</p>
<p>Part II.A.8 High Risk Industry Runoff</p>	<p>Strengths: We have a total of 173 High Risk facilities; we actively completed 73 inspections without any violations or fines issued.</p> <p>Weaknesses: None</p> <p>SWMP Revisions to address deficiencies: N/A</p>
<p>Part II.A.9 Construction Site Runoff</p>	<p>Strengths: Staff along with private contractors have become more BMP oriented which controls the construction site runoff and keeps sediments and other pollutants out of our MS4 and the receiving water bodies.</p> <p>Weaknesses: None</p> <p>SWMP Revisions to address deficiencies: N/A</p>

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

A.	<p>Proposed Changes to the Stormwater Management Program Activities Established as Specific Requirements Under Part III.A of the Permit (Including the Rationale for the Change) — REQUIRES DEP APPROVAL PRIOR TO CHANGE IF PROPOSING TO REPLACE OR DELETE AN ACTIVITY. <i>DEP Note: There may be changes deemed necessary after developing / reviewing your plans and SOPs as per Part III.A of the permit, after completing your SWMP evaluation as per Part VI.B.2 of the permit, or due to a TMDL / BMAP as per Part VIII.B of the permit.</i></p>	<p>None</p>
B.	<p>Changes to the Stormwater Management Program Activities NOT Established as Specific Requirements Under Part III.A of the Permit (Including the Rationale for the Change) <i>DEP Note: There may be changes deemed necessary after developing / reviewing your plans and SOPs as per Part III.A of the permit, after completing your SWMP evaluation as per Part VI.B.2 of the permit, or due to a TMDL / BMAP as per Part VIII.B of the permit.</i></p>	<p>None</p>

CHECKLIST A: ATTACHMENTS TO BE SUBMITTED WITH THE ANNUAL REPORTS

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

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

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

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

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

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

REMINDER LIST OF THE TMDL / BMAP REPORTS TO BE SUBMITTED SEPARATELY FROM AN ANNUAL REPORT

Rule / Permit Citation	Report Title	Due Date
Part VIII.B.3.a	6 MONTHS from effective date of permit: TMDL Prioritization Report.	9/2/11
Part VIII.B.3.b	12 MONTHS from effective date of permit: TMDL Monitoring and Assessment Plan.	
Part VIII.B.3.c	6 MONTHS from receiving analyses from the lab: TMDL Monitoring Report.	TBD
Part VIII.B.4	30 MONTHS from start date per TMDL Prioritization Report: A Bacterial Pollution Control Plan (BPCP).	9/2/13

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	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
CYCLE 3 PERMIT**



CITY OF WEST PALM BEACH, DRY DETENTION and/or
RETENTION SYSTEM – STRUCTURAL CONTROL INSPECTION
STANDARD OPERATING PROCEDURE

TITLE: Dry Detention and/or Retention System	EFFECTIVE DATE: August 2013
DEPARTMENT: Storm Water Drainage	REPLACES: January 2013
STAFF REFERENCE:	FILE REFERENCE: 17
APPROVED: Stephon Harris	NUMBER OF PAGES: 5

A. POLICY:

All CITY OF WEST PALM BEACH Storm Water Drainage personnel shall follow the procedures outlined below when scheduling and performing dry detention and/or retention inspection/maintenance in the City of West Palm Beach

B. Purpose:

There are three dry detention systems and five dry retention systems that are part of our MS4; they are located as shown on the following map. The areas are to be inspected once every three years.

Dry Detention Systems

Dreher Park & Francis 26°40'13.95"N 80°04'02.76"W

Georgia & Gregory South 26°38'43.64"N 80°03'33.29"W

Georgia & Gregory North 26°38'53.32"N 80°03'32.17"W

Dry Retention Systems

City Complex 26°42'11.25"N 80°03'58.43"W

Andrews Rd. 26°41'16.00"N 80°04'07.67"W

Phipps Park 26°40'12.13"N 80°03'28.33"W

Grant St. 26°43'52.46"N 80°03'50.05W

South Olive Park 26°39'62.23W 80°03'12.65W



C. Inspections:

1. Established dry detention or retention systems are inspected once every three years, using the following Structural Control Inspection Form. In addition, they are observed for problems that may impact their functionality whenever they are mowed.
2. New dry detention or retention systems are inspected annually for the first two years of operation.
3. If chronic problems are identified with a dry detention or retention system, it is inspected annually until the problem is resolved (two consecutive annual inspections without an issue).
4. Inspections are conducted close to the storage recovery time of that dry detention or retention system (*generally 72 hours after a significant rainfall event*) to verify that the system still functions as intended.
5. The anticipated inspection schedule follows.
6. All eight dry areas are inspected annually between the months of August and November, during the rainy season.

D. Maintenance:

There are several maintenance activities that may be associated with a dry detention or retention system. The appropriate activity is chosen to correspond to the reported condition. The following activities may be required:

1. Mow grass
2. Remove trash and debris from system and dispose of properly.
3. Remove accumulated sediment from the inflow pipe and dispose of properly.
4. Eliminate any mosquito breeding habitats.
5. Repair any undercutting or piping around inflow structure.
6. Repair and re-establish any eroded areas on the bottom, side slopes, and/or near inflow structure.
7. Scrape, disc, or otherwise aerate the bottom of the detention/retention area to restore the infiltration capacity. Include soil testing, as needed, to verify that the infiltration capacity has been restored. Re-established the surface to its final condition (seed, sod, etc...)



E. Documentation:

The documentation for the inspection and maintenance activities related to the dry detention or retention systems is recorded in *HiperWeb Maintenance System* and on the inspection form.



Dry Detention/Retention System – Structural Control Inspection

Facility ID: _____ Hyper Web W/O# _____ Date: _____

Inspection conducted _____ days/hours after significant rainfall event.

FUNCTION:

Wet bottom? *YES* *NO*

Dead or dying vegetation on bottom? *YES* *NO*

Any signs of accumulated sediment? *YES* *NO*

If *YES*, report to supervisor for further investigation or schedule for maintenance.

EROSION:

Vegetation on bottom and side slopes failing? *YES* *NO*

Any signs of erosion? *YES* *NO*

If *YES*, describe and schedule for maintenance:

INFLOW STRUCTURE:

Any signs of erosion? *YES* *NO*

Any signs of structure settling? *YES* *NO*

Any signs of physical damage? *YES* *NO*

Any signs of accumulated sediment? *YES* *NO*

If *YES* to any of the above, schedule the structure for maintenance.

Any debris present? *YES* *NO*

If *YES*, remove debris or schedule for maintenance.

OUTFLOW STRUCTURE (for Dry Detention systems only):

Any signs of erosion? *YES* *NO*

Any signs of structure settling? *YES* *NO*

Any signs of physical damage? *YES* *NO*

Any signs of accumulated sediment? *YES* *NO*

If *YES* to any of the above, schedule the structure for maintenance.

Any debris present? *YES* *NO*

If *YES*, remove debris or schedule for maintenance.

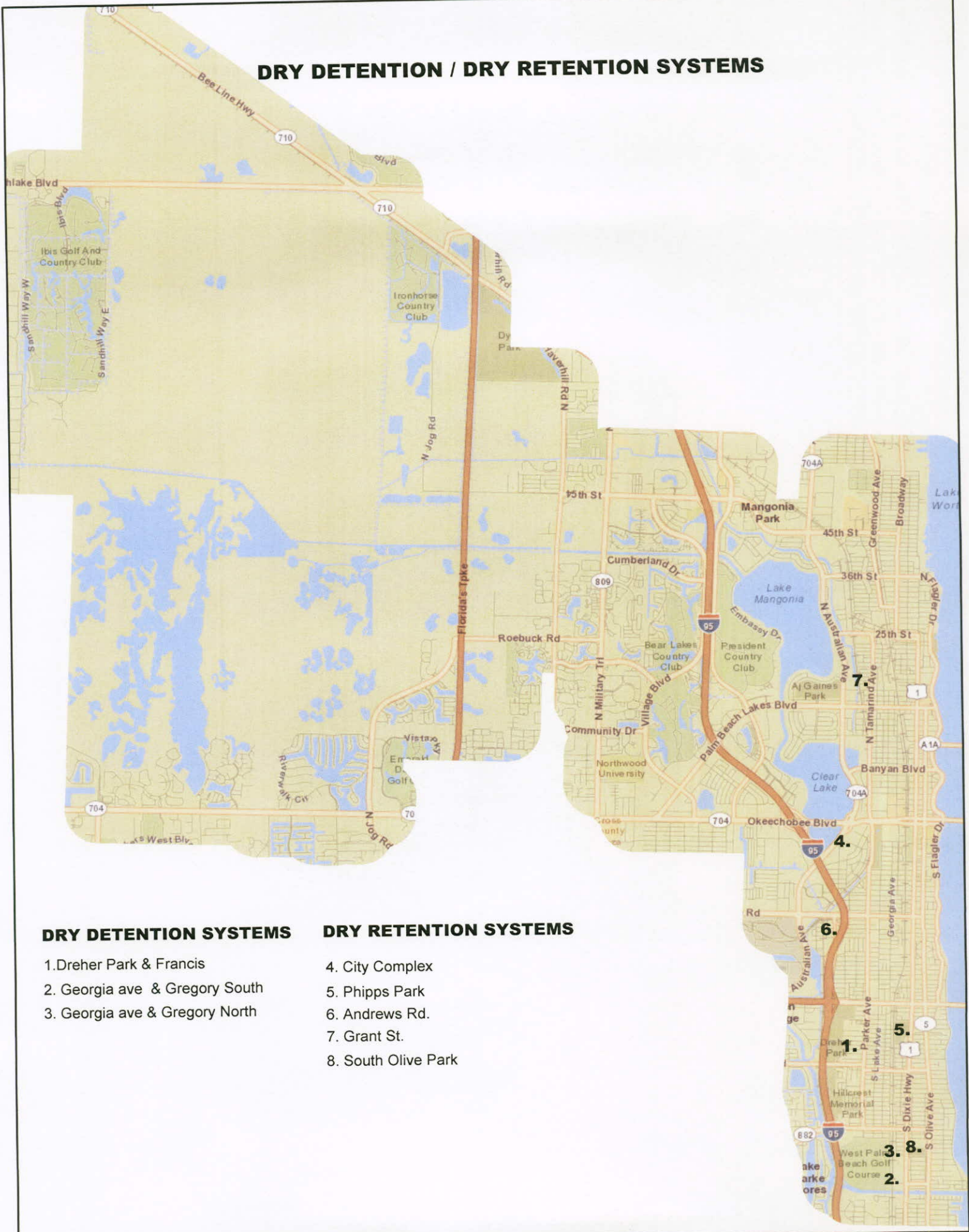
GENERAL:

Any signs of "excessive petroleum hydrocarbon contamination"? *YES* *NO*

Any indications of illicit discharge or illegal dumping? *YES* *NO*

If *YES*, address issue as required.

DRY DETENTION / DRY RETENTION SYSTEMS



DRY DETENTION SYSTEMS

1. Dreher Park & Francis
2. Georgia ave & Gregory South
3. Georgia ave & Gregory North

DRY RETENTION SYSTEMS

4. City Complex
5. Phipps Park
6. Andrews Rd.
7. Grant St.
8. South Olive Park