



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 Lake Alfred		
B.	Permit Name: Polk County Municipal Separate Storm Sewer System		
C.	Permit Number: FLS000015-003 (Cycle 3)		
D.	Annual Report Year: Year 1 <input checked="" type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 <input type="checkbox"/> Year 4 <input type="checkbox"/> Year 5 <input type="checkbox"/> Other, specify Year:		
E.	Reporting Time Period (month/year): 10/ 2012 through 09 / 2013		
F.	Name of the Responsible Authority: John Deaton		
	Title: Public Works Director		
	Mailing Address: 155 E Pomelo St		
	City: Lake Alfred	Zip Code: 33850	County: Polk
	Telephone Number: 863-291-5270		Fax Number: 863-968-5088
	E-mail Address: Jdeaton@mylakealfred.com		
G.	Name of the Designated Stormwater Management Program Contact (if different from Section I.F above): James Clark		
	Title: Public Works Superintendent		
	Department: Public Works		
	Mailing Address: 155 E. Pomelo St		
	City: Lake Alfred	Zip Code: 33850	County: Polk
	Telephone Number: 863-291-5275		Fax Number: 863-968-5088
	E-mail Address: JClark@MyLakeAlfred.com		

SECTION II. MS4 MAJOR OUTFALL INVENTORY (Not Applicable In Year 1)

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

SECTION III. MONITORING PROGRAM

A.	Provide a brief statement as to the status of monitoring plan implementation: <i>DEP Note: The City of Lake Alfred is currently in the first stage of our implementation plan. Our stormwater sampler is scheduled to be delivered October 2013.</i>
B.	Provide a brief discussion of the monitoring results to date: As we are in the first stage of our implementation plan, we have no results at this time. <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.	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: \$46,119 <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>
B.	Total budget for the NPDES stormwater management program for the subsequent reporting year: \$65,990

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"/>	X	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 type="checkbox"/>	X	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"/>	X	Year 1 ONLY: An inventory of all known major outfalls and a map depicting the location of the major outfalls (hard copy or CD-ROM) in accordance with Rule 62-624.600(2)(a), F.A.C.
<input type="checkbox"/>	X	Year 3 ONLY: The estimates of pollutant loadings and event mean concentrations for each major outfall or each major watershed in accordance with Rule 62-624.600(2)(b), F.A.C.
<input type="checkbox"/>	X	Year 4 ONLY: Permit re-application information in accordance with Rule 62-624.420(2), F.A.C.

DO NOT SUBMIT ANY OTHER MATERIALS

(such as records and logs of activities, monitoring raw data, public outreach materials, etc.)

SECTION VI. CERTIFICATION STATEMENT AND SIGNATURE

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

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

Name of Responsible Authority (type or print): John Deaton

Title: Public Works Director

Signature: _____ Date: 03 / 26 / 2014

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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): John Deaton

Title: Public Works Director

Signature: 

Date: 03 / 26 / 2014

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							
	<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><i>DEP Note: The permittee needs to "customize" this section by adding any structural controls to the list below that are part of the permittee's MS4 currently or are planned for the future. The permittee may remove any structural controls listed that it does not have currently or will likely not have during this permit cycle. Please see the attached description of each type of structure. In addition, the permittee may choose its own unit of measurement for each structural control to be consistent with the unit of measurement in the documentation. Unit options include: miles, linear feet, acres, etc.</i></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><i>DEP Note: If the minimum inspection frequencies set forth in Table II.A.1.a of the permit were not met for one or more type of structure, the permittee must provide as an attachment an explanation of why they were not and a description of the actions that will be taken to ensure that they will be met. Please provide the title of the attached explanation in Column D and the name of the entity who finalized the explanation in Column E.</i></p>							
	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	1	17	100%	7	100%	Storm Water Control Inspections and Maintenance Log	City of Lake Alfred
	Grass treatment swales (miles)	3(0.39 mi)	12	100%	12	100%	Same	same
	Dry detention systems	5	47	100%	35	100%	Same	Same
	Wet detention systems	3	62	100%	40	100%	Same	Same
	Stormwater pump stations	1	2	100%	2	100%	Same	Same
	Major stormwater outfalls	5	5	100%	5	100%	Same	Same
	Weirs or other control structures	6	32	100%	28	100%	Same	Same

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	MS4 pipes / culverts (miles)	5	14	19%	5	1.2%	Same	Same		
	Inlets / catch basins / grates	188	1921	100%	1921	100%	Same	same		
	Ditches / conveyance swales (miles)	5(1.01 mi)	51	100%	51	100%	Same	same		
	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.									
	DEP Note: Please provide an explanation in Column F for any "0" reported in Column C.									
	Number of significant redevelopment projects reviewed					0				No significant development or redevelopment in reporting cycle.
	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.									
	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.									
	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					Monthly	Roadway Sweeping/Litter Control	City of Lake Alfred		
	PERMITTEE Litter Control Program: Estimated amount of area maintained (miles)					15	Same	Same		
	PERMITTEE Litter Control Program: Estimated amount of litter collected (bags)					1080	Same	same		

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	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. <i>DEP Note: The permittee may choose its own unit of measurement for the amount of litter collected. Unit options include: bags, cubic yards, pounds, tons. If an Adopt-A-Road or similar program is not implemented by the permittee, please note that in Column F but do not remove the Adopt-A-Road Program reporting items.</i>				
	Trash Pick-up Events: Total miles cleaned	35	Event Document Sheet	34 Volunteers	Community Day
	Trash Pick-up Events: Estimated amount of litter collected (bags)	100	Same	Same	Same
	Trash Pick-Up Events: Estimated amount of tires collected	75	Same	Same	Same
	Spring Clean-Up: Estimated amount of litter collected (tons)	28.83	Same	City of Lake Alfred	Picked up misc. junk and debris from residents free of charge.
	Spring Clean-Up: Estimated amount of brush collected (tons)	69.83	Same	Same	Same
	Spring Clean-Up: Estimated amount of paint collected (gallons)	330	Same	Same	Taken to Polk County Hazardous Waste Recycling
	Spring Clean-Up: Estimated amount of chemicals (gallons)	97	Same	Same	Same
	Spring Clean-Up: Estimated amount of motor oil (gallons)	93	Same	Same	City of Lake Alfred
	Spring Clean-Up: Estimated amount of tires collected (tons)	6.99	Same	Same	Taken to Wheelabrator-Ridge Energy
	Spring Clean-Up: Estimated amount of batteries collected	543	Same	Same	Taken to Polk County Hazardous Waste Recycling
	Spring Clean-Up: Estimated amount of light bulbs collected	40	Same	same	Taken to Polk County Hazardous Waste Recycling
	Adopt-A-Road Program: Total miles cleaned				No Program
	Adopt-A-Road Program: Estimated amount of litter collected (cubic yards)				Same
	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. <i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. Also, the permittee may choose its own unit of measurement for the amount of sweeping material collected. Unit options include: cubic yards, pounds, tons.</i> <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</i>				

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	<i>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>				
	Frequency of street sweeping	Bi-Monthly	Street Sweeping Log	USA Services	
	Total miles swept (per year)	511.30	Same	Same	
	Estimated quantity of sweeping material collected (cubic yards)	189	Same	same	
	Total nitrogen loadings removed (pounds)	244	Same	Same	
	Total phosphorus loadings removed (pounds)	156	Same	Same	
	Year 1 ONLY: If have curbs and gutters, attach explanation of why no street sweeping program and the alternate BMPs used or planned				
	Annually review (and revise, as needed) and implement the permittee's written standard practices to reduce the pollutants in stormwater runoff from areas associated with road repair and maintenance, and from permittee-owned or operated equipment yards and maintenance shops that support road maintenance activities. Report the number of applicable facilities and the number of inspections conducted for each facility.				
	DEP Note: The permittee needs to "customize" this section by listing the names of the applicable facilities in Column B and the number of inspections of each facility in Column C. Add more rows if necessary. If "0" is reported in Column C for the number of inspections conducted and the permittee has one or more applicable facilities, please provide an explanation in Column F for why no inspections were conducted. In addition, if the same facility is applicable under both Parts III.A.3 and III.A.5 of the permit, the same site inspection can count towards both inspection requirements as long as it covers the applicable waste area(s). Be sure to report the site inspection under both Parts III.A.3 and III.A.5.				
		Number of Inspections			
	Name of facility #1: Lake Alfred Fleet Maintenance	1	Fleet Compound NPDES Inspections Log	City of Lake Alfred	
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.				
	Flood control projects completed during the reporting period	0			None during this reporting cycle
	Flood control projects completed during the reporting period that did <u>not</u> include stormwater treatment	0			Same

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	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				
	Stormwater retrofit projects planned	0			Same
	Stormwater retrofit projects under construction during the reporting period	0			Same
	Stormwater retrofit projects completed during the reporting period	0			Same
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.				
	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: Lake Alfred Fleet Maintenance	1	Fleet Compound NPDES Inspections Log	City of Lake Alfred	
	Name of facility #2:				
	Name of facility #3:				
	Name of facility #4:				
Part III.A.6	Pesticides, Herbicides, and Fertilizer Application				
565626	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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	<i>DEP Note: If "0" is reported in Column C for any of the reporting items, please include in Column F an explanation of why training was not provided to / obtained by personnel and contractors during the applicable reporting year, the most recent year that training / certification was previously provided / obtained, and the names of the personnel and contractors previously trained / certified.</i>				
	PERSONNEL: Florida Department of Agriculture and Consumer Services (FDACS) certified applicators of pesticides and herbicides	1	NPDES Certification and Training File/employee personal file	City of Lake Alfred	The City of Lake Alfred parks Department.
	CONTRACTORS: FDACS certified / licensed applicators of pesticides and herbicides	2	Same	Applied Aquatics/Messer Extermination	
	CONTRACTORS: FDACS certified / licensed applicators of fertilizer	0	Same	None	Have no commercial applications of fertilizer.
	PERSONNEL: Green Industry BMP Program training completed	0	Same	City of Lake Alfred	The City of Lake Alfred parks department is currently working on having someone trained
	CONTRACTORS: Green Industry BMP Program training completed	0	Same	None	Have no commercial applications of fertilizer.
	Pursuant to SB 2080 (2009), all local governments are encouraged to adopt a Florida-friendly Landscaping Ordinance similar to the one set forth in the document "Florida-friendly Guidance Models for Ordinances, Covenants and Restrictions." If the broader Florida-friendly ordinance described above is not adopted, then <u>all local governments within the watershed of a nutrient-impaired water body</u> shall adopt the Department's Model Ordinance for Florida-Friendly Fertilizer Use on Urban Landscapes pursuant to SB 494 (2009) or an ordinance that includes all of the requirements set forth in the Model Ordinance. <u>The ordinance shall be adopted within 24 months of the date of permit issuance.</u> Provide a copy of the adopted ordinance with the subsequent Year 1 or Year 2 Annual Report.				
	<i>DEP Note: If this provision is not applicable because the permittee is not within the watershed of a nutrient-impaired water body, then please indicate that in Column F, but do not remove this reporting item.</i>				
	<i>DEP Note: Please provide the title and citation of the ordinance in Column D, and the name of the entity who finalized the ordinance in Column E.</i>				
	Year 1 or Year 2 ONLY: Attach copy of adopted Florida-friendly ordinance				
	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.				
	<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</i>				

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	<p><i>particular public outreach program. However, the reporting item of "Estimated percentage of the population reached by the activities in total" must remain. 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 please include in Column F an explanation for why no outreach was performed.</i></p> <p>DEP Note: Polk County is to report the public education and outreach activities that it performed county-wide (and not just in the unincorporated areas of Polk County). 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:</p> <p>FYN PROGRAM FUNDING: Permittee Provides Funding? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Amount of Funding = \$</p>				
	Estimated percentage of the population reached by the activities in total Brochures/Flyers/Fact sheets distributed Public displays (e.g., kiosks, storyboards, posters, etc.)	50%	Training Log	City of Lake Alfred	
		200	Training	City of Lake Alfred	
		6		Same	Public displays located in library, city hall, public works, administration building, police and fire departments.
	Free Illicit Discharge Training Class Free Illicit Discharge Training Class Participants Special events: Number conducted Special events: Number of participants	1	Training Log	City of Lake Alfred	Advertised to the public.
		23	Training Log	Same	
		1	Spring Clean-Up Log	Same	Spring Clean up. Collected over ten tons of non hazardous material from residents. All hazardous material was dropped off at public works then taken to Polk County Recycling.
		34	Spring Clean-Up Log	34 Volunteers	Community Day. Volunteers

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	Web Site: Number of hits / visitors to the stormwater-related pages	400	Mylakealfred.com	City of Lake Alfred	covered 5 miles of the city collecting trash and debris off roads.
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.				
	<i>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.</i>				
	ATTACH a report on any amendments to the applicable legal authority				
Part III.A.7.c	Illicit Discharges and Improper Disposal — Investigation of Suspected Illicit Discharges and/or Improper Disposal				
	During Year 1 of the permit, develop and implement a written proactive inspection program plan for identifying and eliminating sources of illicit discharges, illicit 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.				
	<i>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.</i>				
	<i>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.</i>				
	<i>DEP Note: Polk County is to report ONLY the proactive inspections it performed in the unincorporated areas of Polk County – any proactive inspections it performed in the co-permittees' jurisdictions are to be reported by the co-permittees. Each co-permittee is to report the Polk County proactive inspections done in their jurisdiction separately from the proactive inspections that the co-permittee performed itself.</i>				
	<i>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.</i>				
	Proactive inspections performed by Polk County on behalf of a co-permittee for suspected illicit discharges / connections / dumping	0		Polk County DNR	
	Proactive inspections performed by the permittee for suspected illicit discharges / connections / dumping	4	Illicit Discharge Logs	City of Lake Alfred	
	Illicit discharges / connections / dumping found during a proactive inspection	0	Same	Same	
	Notices of Violation (NOVs) / warning letters / citations issued for illicit	0	Same	Same	

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
	discharges / connections / dumping found during a proactive inspection				
	Fines issued for illicit discharges / connections / dumping found during a proactive inspection	0	Same	Same	
	Year 1 ONLY: Attach the written proactive inspection program plan				
	<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. If a permittee relies on Polk County to conduct these activities on its behalf, the permittee shall obtain (and, upon request, Polk County shall make available) the necessary annual report information from the County.</p> <p><i>DEP Note: If the number of reports received differs from the number of reactive investigations, please provide an explanation for the discrepancy in Column F. In addition, the permittee should re-word the "NOVs / warning letters / citations issued" reporting item to more accurately reflect its particular initial enforcement activity, if necessary.</i></p>				
	Reports received by Polk County of suspected illicit connections / discharges / dumping received	0	Illicit Discharge Logs	City of Lake Alfred	
	Reports received by the permittee of suspected illicit connections / discharges / dumping received	1	Illicit Discharge Logs	City of Lake Alfred	
	Reactive investigations of reports of suspected illicit discharges/ connections / dumping	1	Same	Same	
	Illicit discharges / connections / dumping found during a reactive investigation	1	Same	Same	
	Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a reactive investigation	1	Same	Same	0
	Fines issued for illicit discharges / connections / dumping found during a reactive investigation	0	Same	Same	
	<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 type of training activities, and the number of permittee personnel and contractors trained (both in-house and outside training).</p> <p><i>DEP Note: If "0" is reported for either reporting item, please include in Column F an explanation of why training was not provided to / obtained by personnel and contractors during the applicable reporting year, the most recent year that training was previously provided / obtained, and the names of the personnel and contractors previously trained.</i></p>				
		Initial Training	Refresher Training		
	Personnel trained	8	15	Training Log	Polk County
	Contractors trained	0	0	Same	Same
Part III.A.7.d	Illicit Discharges and Improper Disposal — Spill Prevention and Response				
	<p>Annually review (and revise, as needed) and implement the permittee's written spill-prevention/spill-response plan and procedures to prevent, contain, and respond to spills that discharge into the MS4. Report on the spill prevention and response activities, including the number of spills addressed. If a permittee relies on the Polk County Fire Rescue or Fire Services Division to conduct these activities on its behalf, the permittee shall obtain (and, upon request, Polk County Fire Rescue/Fire</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
	<p>Services Division shall make available) the necessary annual report information from the County.</p> <p><i>DEP Note: 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.</i></p>				
	Hazardous and non-hazardous material spills responded to	1	Hazardous Material	City of Lake Alfred	
	<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) <u>and contractors</u> on proper spill prevention, containment, and response techniques and procedures. Refresher training shall be provided annually. Report the type of training activities, and the number of permittee personnel and contractors trained (both in-house and outside training).</p> <p><i>DEP Note: If "0" is reported for either reporting item, please include in Column F an explanation of why training was not provided to / obtained by personnel and contractors during the applicable reporting year, the most recent year that training was previously provided / obtained, and the names of the personnel and contractors previously trained.</i></p>				
		Initial Training	Refresher Training		
	Personnel trained	8	15	Training Log	Polk County
	Contractors trained	0	0		
Part III.A.7.e	Illicit Discharges and Improper Disposal — Public Reporting				
	<p>During Year 1 of the permit, develop and implement a written public education and outreach program plan to promote, publicize, and facilitate public reporting of the presence of illicit discharges and improper disposal of materials into the MS4. Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage the public reporting of suspected illicit discharges and improper disposal of materials, including the type and number of activities conducted, the type and number of materials distributed, the percentage of the population reached by the activities in total, and the number of Web site visits (if applicable).</p> <p><i>DEP Note: The permittee should "customize" the list of public outreach activities by removing items or adding items to the list below as appropriate to their particular public outreach program. However, the reporting item of "Estimated percentage of the population reached by the activities in total" must remain. 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, please include in Column F an explanation for why no outreach was performed.</i></p> <p>DEP Note: Polk County is to report the public education and outreach activities that it performed county-wide (and not just in the unincorporated areas of Polk County). The co-permittees are to report just the public education and outreach activities that they performed.</p>				
	Estimated percentage of the population reached by the activities in total	50%	Training Log	City of Lake Alfred	
	Publicize the Polk County or local Pollution Complaint Hotline	2	Training log	City of Lake Alfred	Number is on the brochures.
	Brochures/Flyers/Fact sheets distributed	200		City of Lake Alfred	
	Public displays (e.g., kiosks, storyboards, posters, etc.)	6		City of Lake Alfred	Public displays located in library, city hall, public works, administration building, police and fire

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
	Free Illicit Discharge Training Class Free Illicit Discharge Training Class Participants Special events: Number conducted Special events: Number of participants Web Site: Number of visitors to the stormwater-related pages				departments.
		1	Training Log	City of Lake Alfred	Advertised to the public.
		23	Training Log	City of Lake Alfred	
		1	Spring Clean-Up Log	City of Lake Alfred	Spring Clean up. Collected over ten tons of non hazardous material from residents. All hazardous material was dropped off at public works then taken to Polk County Recycling.
		34	Spring Clean-up Log	34 Volunteers	Community Day. Volunteers covered 5 miles of the city collecting trash and debris off roads.
		400	Mylakealfred.com	City of Lake Alfred	
Part III.A.7.f	Illicit Discharges and Improper Disposal — Oils, Toxics, and Household Hazardous Waste Control				
	<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><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 items of "Estimated percentage of the population reached by the activities in total" and "Household Chemical Collection Center Program: Amount of waste collected / recycled / properly disposed (tons)" must remain. 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, please include in Column F an explanation for why no outreach was performed.</i></p> <p><i>DEP Note: Polk County is to report the public education and outreach activities that it performed county-wide (and not just in the unincorporated areas of Polk County). The co-permittees are to report just the public education and outreach activities that they performed.</i></p>				
	Estimated percentage of the population reached by the activities in total	50%	Training	City of Lake Alfred	

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
	Household Chemical Collection Center Program: Amount of waste collected / recycled / properly disposed (tons)	7.08	Spring Clean-Up Log	City of Lake Alfred	
	Household Chemical Collection Center Program: Events	1	Spring Clean-Up Log	City of Lake Alfred	
	Household Hazardous Waste Materials Guides distributed	200		City of Lake Alfred	Public displays located in library, city hall, public works, administration building, police and fire departments
	Brochures/Flyers/Fact sheets distributed	200		City of Lake Alfred	Public displays located in library, city hall, public works, administration building, police and fire departments
	Public displays (e.g., kiosks, storyboards, posters, etc.)	6		City of Lake Alfred	Public displays located in library, city hall, public works, administration building, police and fire departments
	Free Illicit Discharge Training Class	1	Training Log	City of Lake Alfred	Advertised to the public.
	Free Illicit Discharge Training Class Participants	23	Training Log	City of Lake Alfred	Same
	Special events: Number conducted	1	Spring Clean-Up Log	City of Lake Alfred	Residents brought in 124 gal. of paint and over 25 gal. of household chemicals that we took to Polk County Recycling. Also brought in 15 batteries.

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
	Special events: Number of participants	34	Same	34 Volunteers	Community Day
	Web Site: Number of visitors to the stormwater-related pages	400	Mylakealfred.com	City of Lake Alfred	
	Illicit Discharges and Improper Disposal — Limitation of Sanitary Sewer Seepage				
Part III.A.7.g	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. 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 five 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: Sanitary sewer pipe inspected for infiltration (linear feet)				
	Activity to reduce/eliminate SSOs and inflow / infiltration: Sanitary sewer pipe sealed, lined, and / or replaced (linear feet)	350ft	Sanitary Sewer Inspection Log	City of Lake Alfred	
	Activity to reduce/eliminate SSOs and inflow / infiltration: Sanitary sewer line breaks repaired	1	Sanitary Sewer inspection Log	City of Lake Alfred	
	Activity to reduce/eliminate SSOs and inflow /infiltration: Sanitary sewer pipe cleaned (linear feet)	1195ft	Sanitary Sewer Inspection Log	City of Lake Alfred	
	Activity to reduce/eliminate SSOs and inflow / infiltration: Septic systems removed				
	SSO incidents discovered	0	Sanitary Sewer Inspection Log	City of Lake Alfred	
	SSO incidents resolved	0	Same	Same	
	Inflow / infiltration incidents discovered	0	Same	Same	
	Inflow / infiltration incidents resolved	0	Same	Same	
	Name of owner of the sanitary sewer system	City of Lake Alfred			
	Industrial and High-Risk Runoff — Identification of Priorities and Procedures for Inspections				
	Part III.A.8.a	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: <ul style="list-style-type: none">• Operating municipal landfills;• Hazardous waste treatment, storage, disposal and recovery facilities;• Facilities that are subject to EPCRA Title III, Section 313 (also known as the Toxics Release Inventory (TRI) maintained by the U.S. EPA); and• Any other industrial or commercial discharge that the permittee determines is contributing a substantial pollutant loading to the permittee's MS4. This could			

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE							
A.	B.			C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity			Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	<p>include facilities identified through the proactive inspection program as per Part III.A.7.c of the permit.</p> <p>Report on the high risk facilities inventory, including the type and total number of high risk facilities and the number of facilities newly added each year. If a permittee relies on Polk County to conduct these activities on its behalf, the permittee shall obtain (and, upon request, Polk County shall make available) the necessary annual report information from the County.</p> <p><i>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.</i></p> <p>During Year 1 of the permit, develop and implement a written plan for conducting inspections of high risk facilities to determine compliance with all appropriate aspects of the stormwater program. While the permittee may determine the order and frequency of the inspections, the permittee shall inspect each identified facility at least once during the permit term; however, facilities identified as high risk due to the findings of the proactive inspection program as per Part III.A.7.c of the permit shall be inspected annually. Report on the high risk facilities inspection program, including the number of inspections conducted and the number and type of enforcement actions taken. If a permittee relies on Polk County to conduct these activities on its behalf, the permittee shall obtain (and, upon request, Polk County shall make available) the necessary annual report information from the County.</p> <p><i>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.</i></p> <p><i>DEP Note: Polk County is to report ONLY the inventory of high risk facilities in the unincorporated areas of Polk County – the inventory of high risk facilities located in the co-permittees’ jurisdictions are to be reported by the co-permittees. Likewise, the County is to report ONLY the high risk facility inspections it performed in the unincorporated areas of Polk County – any high risk facility inspections it performed in the co-permittees’ jurisdictions are to be reported by the co-permittees. Each co-permittee is to obtain the necessary information from Polk County that pertains to its jurisdiction.</i></p>						
				For violations discovered during a high risk inspection			
				Fines Issued	Notices of Violation (NOVs) / warning letters / citations issued		
	Total High Risk Facilities	2					
	New high risk facilities added to the inventory during the current reporting	0		0			

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
	period							
	Operating municipal landfills	0	0	0	0			None Added
	Hazardous waste treatment, storage, disposal and recovery (HWTSDR) facilities	0	0	0	0			None
	EPCRA Title III, Section 313 facilities (that are not landfills or HWTSDR facilities)	0	0	0	0			None
	Facilities determined as high risk by the permittee through the proactive inspections as per Part III.A.7.c	0	0	0	0			None
	Other facilities determined as high risk by the permittee (that are not facilities identified through the proactive inspections)	2	2		0	Structural Controls Inspection Logs	Polk County/City of Lake Alfred	None
	Industrial and High-Risk Runoff — Monitoring for High Risk Industries							
Part III.A.8.b	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. If a permittee relies on Polk County to conduct these activities on its behalf, the permittee shall obtain (and, upon request, Polk County shall make available) the necessary annual report information from the County. DEP Note: Polk County is to report ONLY the number of high risk facilities in the unincorporated areas of Polk County that were sampled – the high risk facilities located in the co-permittees' jurisdictions that were sampled by the County are to be reported by the co-permittees.							
	High Risk Facilities Sampled				0			
	Construction Site Runoff — Site Planning and Non-Structural and Structural Best Management Practices							
Part III.A.9.a	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.							
					PERMITTEE SITES: Construction site	PERMITTEE SITES: Construction site	PERMITTEE SITES: Construction site	PERMITTEE SITES: Construction

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
		plans reviewed	plans reviewed	plans reviewed	site plans reviewed
	PERMITTEE SITES: Construction site plans reviewed	0	Building and Zoning	City of Lake Alfred	No new construction
	PERMITTEE SITES: Construction site plans approved	0	Same	Same	No new construction
	PRIVATE SITES: Construction site plans reviewed	10	Same	Same	
	PRIVATE SITES: Construction site plans approved	10	Same	Same	
	<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><i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. If the number of applicants notified of ERP or CGP coverage is less than the number of construction site plans reviewed, please provide an explanation for the discrepancy in Column F.</i></p>				
	Notified of ERP stormwater permit requirements	0	Building and Zoning	City of Lake Alfred	No ERP required per Building and Zoning
	Confirmed ERP coverage	0	Same	Same	Same
	Notified of CGP stormwater permit requirements	0	Same	Same	No CGP required per Building and Zoning
	Confirmed CGP coverage	0	Same	Same	Same
	Construction Site Runoff — Inspection and Enforcement				
Part III.A.9.b	<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</i></p>				

SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE

A.	B.	C.	D.	E.	F.
Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	<i>accurately reflect its particular initial enforcement activity, if necessary.</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.				
	PERMITTEE SITES: Active construction sites 0 Construction Site Inspections Log City of Lake Alfred				
	PERMITTEE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs 0 Construction Site Inspections Log City of Lake Alfred No active sites				
	PERMITTEE SITES: Percentage of active construction sites inspected 0 Same Same No active sites				
	PRIVATE SITES: Active construction sites 10 Same Same				
	PRIVATE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs 78 Same Same				
	PRIVATE SITES: Percentage of active construction sites inspected 100% Same Same				
	Red Tags issued 0 Same Same				
	Notices of Violation (NOVs) issued 0 Same Same				
	Stop Work Orders issued 0 Same Same				
	Fines issued 0 Same				
	Year 1 ONLY: Attach the written construction site inspection program plan				
	Construction Site Runoff — Site Operator Training				
Part III.A.9.c	During Year 1 of the permit, develop and implement a written plan for stormwater training / outreach for construction site plan reviewers, site inspectors and site operators. Provide training for permittee personnel (employed by or under contract with the permittee) involved in the site plan review, inspection or construction of stormwater management, erosion, and sedimentation controls. Also provide training for private construction site operators. All permittee inspectors (employed by or under contract with the permittee) 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 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 construction site operators trained by the permittee. DEP Note: If "0" is reported for any of these reporting items, please include in Column F an explanation of why training was not provided to / obtained by the permittee's staff and private construction site operators during the applicable reporting year. DEP Note: The permittee should report only the number of staff and private construction site operators trained / certified during the applicable reporting year, and then note in Column F the number of staff who were previously trained / certified. Private site operator training can include pre-construction meetings.				

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
		Inspector Certification Training	Non-Inspector Initial Training (non-certification)	Refresher Training				
	Permittee construction site inspectors	2		0				
	Permittee construction site plan reviewers		4			Employee Training Log	Polk County parks and Natural Resources	
	Permittee construction site operators		0			Building and Zoning	Polk County parks and Natural Resources	None
	Private construction site operators		10			None	City of Lake Alfred	None

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	Strengths: We have been able to increase the amount of inspections over the last three years.
		Weaknesses: We need someone that is dedicated to just storm water full-time.
		SWMP Revisions to address deficiencies: The City of Lake Alfred is still under contract with CPH Engineering developing are new Storm Water Master Plan.
	Part II.A.2 Significant redevelopment	Strengths: Close working relationship with building department.
		Weaknesses: We need someone that is dedicated to just storm water full-time. The City of Lake Alfred is currently under contract with CPH Engineering to develop a new Storm Water Master Plan.
		SWMP Revisions to address deficiencies: The City of Lake Alfred is still under contract with CPH Engineering developing are new Storm Water Master Plan.
	Part II.A.3 Roadways	Strengths: We have continued our contract with USA Services for street sweeping and as a result we have greatly improved our roadway clean-up abilities.
		Weaknesses: We need someone that is dedicated to just storm water full-time
		SWMP Revisions to address deficiencies: The City of Lake Alfred is still under contract with CPH Engineering developing are new Storm Water Master Plan.
	Part II.A.4 Flood control	Strengths: CPH Engineering is currently evaluating any problematic areas.
		Weaknesses: Budget restraints
		SWMP Revisions to address deficiencies: The City of Lake Alfred is still under contract with CPH Engineering developing are new Storm Water Master Plan.
	Part II.A.5 Waste TSD Facilities	Strengths: A city owned facility that is manned five days a week by city staff.
		Weaknesses: General lack of personnel.
		SWMP Revisions to address deficiencies: Recently engaged in Polk County Sheriffs Office work release program.

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

	Part II.A.6 Pesticide, herbicide, fertilizer application	Strengths: City of Lake Alfred minimizes the use of pesticide, herbicides, and fertilizers.
		Weaknesses: The City of Lake Alfred has no personnel state certified.
		SWMP Revisions to address deficiencies: City of Lake Alfred parks department is currently looking into having personnel trained.
	Part II.A.7 Illicit Discharge Detection and Elimination	Strengths: All public works employees are trained annually on how to be on the look out for illicit discharge.
		Weaknesses: We need someone that is dedicated to just storm water full-time
		SWMP Revisions to address deficiencies: City of Lake Alfred currently in the process of trying to expand public awareness (tailgate wraps and the illicit discharge and elimination trailer provided by City of Haines City).
	Part II.A.8 High Risk Industry Runoff	Strengths: The City of Lake Alfred currently only has 2 high risk industries.
		Weaknesses: We need someone that is dedicated to just storm water full-time
		SWMP Revisions to address deficiencies: The City of Lake Alfred is still under contract with CPH Engineering developing are new Storm Water Master Plan.
	Part II.A.9 Construction Site Runoff	Strengths: We have increased available personnel time to conduct inspections weekly.
		Weaknesses: We need someone that is dedicated to just storm water full-time
		SWMP Revisions to address deficiencies: The City of Lake Alfred is still under contract with CPH Engineering developing are new Storm Water Master Plan.

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. <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>
		No current changes adopted.

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

B.	Permit Citation/ SWMP Element	Changes to the Stormwater Management Program Activities NOT Established as Specific Requirements Under Part III.A of the Permit (Including the Rationale for the Change) <i>DEP Note: There may be changes deemed necessary after developing / reviewing your plans and SOPs as per Part III.A of the permit, after completing your SWMP evaluation as per Part VI.B.2 of the permit, or due to a TMDL / BMAP as per Part VIII.B of the permit.</i>
		No current changes adopted.

CHECKLIST A: ATTACHMENTS TO BE SUBMITTED WITH THE ANNUAL REPORTS

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

Attached	N/A	Rule / Permit Citation	Required Attachment	Attachment Number	Attachment Title
<input type="checkbox"/>	X	Part II.F	EACH ANNUAL REPORT: If program resources have decreased from the previous year, a discussion of the impacts on the implementation of the SWMP.		
<input type="checkbox"/>	X	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"/>	X	Part III.A.4	EACH ANNUAL REPORT: A list of the flood control projects that did <u>not</u> include stormwater treatment and an explanation for each of why it did not, if applicable.		
<input type="checkbox"/>	X	Part III.A.7.a	EACH ANNUAL REPORT: A report on amendments / changes to the legal authority to control illicit discharges, connections, dumping, and spills, if applicable.		
<input type="checkbox"/>	X	Part V.B.9	EACH ANNUAL REPORT: Reporting and assessment of monitoring results. [Also addressed in Section III of the Annual Report Form]		
X	<input type="checkbox"/>	Part VI.B.2	EACH ANNUAL REPORT: An evaluation of the effectiveness of the SWMP in reducing pollutant loads discharged from the MS4 that, <u>at a minimum</u> , must include responses to the questions listed in the permit.	1	
<input type="checkbox"/>	X	Part VIII.B.3.e	EACH ANNUAL REPORT: A status report on the implementation of the requirements in this section of the permit and on the estimated load reductions that have occurred for the pollutant(s) of concern.		
<input type="checkbox"/>	X	Part VIII.B.4.f	EACH ANNUAL REPORT after approval of the BPCP: The status of the implementation of the Bacterial Pollution Control Plan (BPCP).		
	X	Part III.A.1	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"/>	X	Part III.A.3	YEAR 1: If have curbs and gutters but no street sweeping program, an explanation of why no street sweeping program and the alternate BMPs used or planned.		
X		Part III.A.6	YEAR 1 or YEAR 2: A copy of the adopted Florida-friendly Ordinance, if applicable.	3	
	X	Part III.A.7.c	YEAR 1: A proactive illicit discharge / connection / dumping inspection program plan.		
	X	Part III.A.9.b	YEAR 1: A construction site inspection program plan. [For approval by DEP]		
X		Part III.A.2	YEAR 2: A summary report of a review of codes and regulations to reduce the stormwater impact from new development / redevelopment.	2	
<input type="checkbox"/>	X	Part V.A.2	YEAR 3: Estimates of annual pollutant loadings and EMCs, and a table comparing the current calculated loadings with those from the previous two Year 3 ARs.		
<input type="checkbox"/>	X	Part III.A.2	YEAR 4: A follow-up report on plan implementation of changes to codes and regulations to reduce the stormwater impact from new development / redevelopment.		
<input type="checkbox"/>	X	Part V.A.3	YEAR 4: If the total annual pollutant loadings have not decreased over the past two permit cycles, revisions to the SWMP, as appropriate.		
<input type="checkbox"/>	X	Part V.B.3	YEAR 4: The monitoring plan (with revisions, if applicable).		
<input type="checkbox"/>	X	Part VII.C	YEAR 4: An application to renew the permit.		
<input type="checkbox"/>	X	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"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.1	SOP and/or schedule of inspections and maintenance activities of the structural controls and roadway stormwater collection system.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.2	SOP for development project review and permitting procedures and/or local codes and regulations for new development / areas of significant development.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.3	SOP for the litter control program.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.3	SOP for the street sweeping program.
<input type="checkbox"/>	X	<input 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"/>	X	<input 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"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.6	Plan for public education and outreach on reducing the use of pesticides, herbicides and fertilizer.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.6	SOP for reducing the use of pesticides, herbicides and fertilizer, and for the proper application, storage and mixing of these products.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.c	Plan for proactive illicit discharge / connections / dumping inspections.*
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.c	SOP for reactive illicit discharge / connections / dumping investigations.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.c	Plan for illicit discharge training.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.d	SOP for spill prevention and response efforts.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.d	Plan for spill prevention and response training.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.e	Plan for public education and outreach on how to identify and report the illicit discharges and improper disposal to the MS4.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.f	Plan for public education and outreach on the proper use and disposal of oils, toxics and household hazardous waste.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.g	SOP to reduce / eliminate sanitary wastewater contamination of the MS4.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.8	SOP for inspections of high risk industrial facilities.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.9.a	SOP for construction site plan review for stormwater, erosion and sedimentation controls, and ERP and CGP coverage.
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.9.b	Plan for inspections of construction sites.*
<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.9.c	Plan for stormwater, erosion and sedimentation BMPs training.

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

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

Rule / Permit Citation	Report Title	Due Date
Part VIII.B.3.a	6 MONTHS from effective date of permit: TMDL Prioritization Report.	9/12/12
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).	TBD

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**

Attachment 2

Part III.A.2: A summary report of a review of codes and regulations to reduce the stormwater impact from new development/redevelopment.

The following provided by the Lake Alfred Building Department

ULDC - <http://mylakealfred.com/departments/community-development/land-development-regulations/>

- Article 2 – establishes new Downtown Overlay district with new low impact development standards
- Section 3.05.00 - Stormwater management and design guidelines for new development
- Article 5 – deals entirely with resource protection standards, including wetlands and lakes protection as well as erosion control
- Section 6.01.07.02 – requires determination of adequate drainage (concurrency with City's adopted level of service)

Code of Ordinances – <http://library.municode.com/index.aspx?clientId=11111>

- Sections 30-171 through 30-173 adopts the Polk County Stormwater Quality Management Ordinance

Attachment 3

Part III.A.6: A copy of the adopted Florida-Friendly Ordinance.

The following provided by the Lake Alfred Building Department

Code of Ordinances/Unified Land Development Code - provide any ordinance changes that further reduce stormwater impacts of new development and areas of significant redevelopment

- *Ordinance 1327-13 established a Downtown Overlay district, and set-up required development standards and encouraged development standards with incentives. Low impact development incentives are provided for permeable pavement, vegetated swales and landscape islands, green/eco-roof systems, bio-retention basins and rain gardens, and stormwater reuse. Other low impact development strategies are encouraged in addition to the items above.*

Provide any ordinances that require/promote Florida-Friendly landscaping requirements

- *Section 3.07.07 in the Lake Alfred Unified Land Development Code establishes xeriscaping standards for new development in the Green Swamp ACSC*

Attachment 1

Part VI.B.2: Summary assessment of the effectiveness of the SWMP in reducing pollutant loads discharged from MS4.

1. Have storm water pollutant loadings discharged from the MS4 decreased? Why or why not? Yes. The lead worker has been thoroughly trained in all facets of maintenance to the system, as well as illicit discharge prevention and reporting procedures and pesticide/herbicide application. Several other crew members from the Public Works Department, who work with the lead worker during maintenance tasks, have also been trained. As of the date of this report, the system we have employed for inspection and maintenance has developed into an efficient program of maintenance.
2. Which components of the SWMP are working well and are effective in reducing storm water pollutant loadings? Why are they effective? The street sweeping program that we have works very well. All of our streets are swept on a bi-monthly basis. This program reduces the load tremendously, where in the past sweeping was not done very frequently.
3. Which components of the SWMP are not working well and need to be revised to make them more effective in reducing storm water pollutant loadings? Lack of available manpower within the Public Works Department is the main drawback in establishing a regular revolving maintenance schedule that would allow each individual control of the entire system to receive maintenance at least twice a year. We continue to work on this effort, however, and for the present, the techniques work about as well as possible, and continue to improve. The supervisor, working closely with the Director of Public Works, remains conscientious of all facets of the system, including ponds, swales, and catch basins and out falls, and uses manpower to the best advantage. An increase in manpower is our only drawback, but we still manage to maintain our system at approximately 85-90% efficiency.
4. Which components of the SWMP do not contribute to reducing storm water pollutant loads and could be revised or eliminated, and why? All of our in-house training classes have an open door policy to the public. We advertise for citizens to come and learn as much as they can about illicit discharges as well as many other things. The only bad thing is not very many citizens seem interested in these programs. I do not believe that any component in the SWMP should be eliminated because even if it is only a minimum gain it is better than nothing at all. We are currently working on ways to gain more interests from our citizens and make our lakes a cleaner and more beautiful place to enjoy.

5. Is the monitoring program providing data that can be used to assess the effectiveness of the SWMP in reducing storm water pollutant loadings, assess the effectiveness of specific BMPs, and determine where storm water retrofitting projects should be prioritized for implementation? We have been approved for the purchase of a data analyzer and are currently waiting for it to be shipped so we can get installed and running for the next permit year.