

**NPDES ANNUAL REPORT  
Phase II MS4 Permit ID # FLR04E999**

**PHASE II MS4 ANNUAL REPORT for Permit Year :** 1 2 3 4 5 **Other:** \_\_\_\_\_

Instructions for completing this form:

- Complete Sections I through V and submit to the Department to fulfill the annual reporting requirement under the Generic Permit for Discharge of Stormwater from Phase II Municipal Separate Storm Sewer Systems, Rule 62-621.300(7)(a), F.A.C.

- The numbering and references to Best Management Practices (BMPs) on the Annual Report Form should reflect the information given in the MS4 permittee's Notice of Intent (NOI) form previously submitted to the Department. **PLEASE REFER TO ORIGINAL AND APPROVED PHASE II MS4 NOI SUBMITTAL WHILE COMPLETING SECTION II OF THIS FORM.** Proposed changes to the approved SWMP shall be indicated in Section III of this form.

- When complete, submit this Annual Report form to the following address:

NPDES Stormwater Section  
Florida Department of Environmental Protection  
2600 Blair Stone Road M.S. 2500  
Tallahassee, FL 32399-2400

- Do **NOT** include any attachments **EXCEPT** for Monitoring Data in Section IV, if applicable.

**SECTION I. PHASE II MS4 OPERATOR INFORMATION**

<b>A.</b>	Name of the Phase II MS4 Operator: <b>Coolidge County MS4</b>		
<b>B.</b>	Name of the Phase II MS4 Responsible Authority: <b>Jane Doe</b>		
	Title: <b>County Manager</b>		
	Mailing Address: <b>1234 Main Street</b>		
	City: <b>Henderson</b>	Zip Code: <b>33333</b>	County: <b>Coolidge County</b>
	Telephone Number: <b>850-555-2222</b>		
<b>C.</b>	Name of the Designated Phase II MS4 Stormwater Management Program Contact: <b>John Smith</b>		
	Title: <b>NPDES Coordinator</b>		
	Department: <b>Public Works</b>		
	Mailing Address: <b>5678 Oak Street</b>		
	City: <b>Henderson</b>	Zip Code: <b>33333</b>	County: <b>Coolidge County</b>
	Telephone Number: <b>850-555-2333</b>		
	E-mail Address: <b>john.smith@coolidge.org</b>		
<b>D.</b>	Location of the Phase II MS4 (if different than the mailing address in Section I.C. above):		
	Street Address: <b>same as above</b>		
	City:	Zip Code:	County:

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Element ID/BMP #		BMP Description A	Measurable Goal B	Schedule Implementation/Completion C	Summary of Results D
1a	01	"Landscaping is Different Here presentations"	Number of events and attendees	Year 3	4 events 203 attendees
				Year 4	
				Year 5	
1a	02	"Florida Coastal Living" presentation- general public	Number of events and Attendees	Year 3	12 events 238 attendees
				Year 4	
				Year 5	
1a	03	"Know & Show Sombreros" presentation to the 4th grade	Number of events and participating students	Year 3	1 event 45 students
				Year 4	
				Year 5	
1a	04	Your Florida Yard TV shows-general public	Number of airings and subscribers	Year 3 only	240 airings 70,000 network subscribers
1a	05	Lawn Selection & Care presentations- general public	Number of events and participants	Year 3	42 participants 6 events
				Year 4	
1a	06	Adopt-A-Drop presentation-general public	Number of events and participants	Year 3	48 attendees 1 event
				Year 4	
1a	07	Neighborhood Walkabout	Number of neighborhoods number of participating residents	Year 3	47 residents 3 Neighborhoods
				Year 4	
				Year 5	
1a	08	County School Earth Day events- elementary school	Number of events Number of students	Year 2	100 children
				Year 3	193 children
				Year 4	
				Year 5	

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1a	09	Pesticide Application presentation- Master Gardeners	Number of events Number of Participants	Year 3	1 event 19 Gardeners
1a	10	Stormwater pollution webpages including: <ul style="list-style-type: none"> <li>• NPDES general information</li> <li>• NPDES information for developers</li> <li>• NPDES for businesses</li> <li>• Glossary of stormwater pollution/ NPDES terms</li> <li>• Household Hazardous Waste impacts on Stormwater</li> </ul>	Number of hits to the Stormwater Pollution Prevention Webpage	Year 3	14,000 hits
				Year 4	
				Year 5	
1a	11	Pamphlet -Ten Ways to be Water Smart- homeowners	Number of pamphlets distributed	Year3	1004 pamphlets
				Year 5	
1a	12	Brochures- How to Inspect and Maintain Neighborhood Drainage Systems-Home Owners Associations	Number of Home Owners Associations who receive brochure	Year 3	24 HOAs
				Year 4	
1a	13	Adopt-A-Drop brochure-Businesses	Number of businesses who receive the brochure	Year 4	68 businesses
1a	14	Utility Bill Insert-Let Your Lawn Tell You When to Water-	Number of inserts distributed	Year 3	11,298 inserts
				Year 5	
1a	15	Billboard-Don't Overload your Budget or the Lagoon, Be Wise with Your Pesticide/Fertilizer Choices	Approximate number of viewers/day	Year 5	
2a	16	Adopt-A-Road Activities	Number of events Number of volunteers Amount of trash collected	Year 2	59,426 lbs of trash collected 108 events 2,030 Volunteers

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				Year 3	38, 927 lbs of trash collected 73 events 1,987 volunteers
				Year 4	
				Year 5	
2a	17	Keep County Beautiful clean-up activities	Number of Events Number of Volunteers Amount of trash collected	Year 3	293 volunteers 26,756 lbs of debris 31 events
				Year 4	
				Year 5	
2a	18	Storm drain marker program	Number of drains marked Number of Volunteers Number of newspaper articles	Year 2	127 drains 203 volunteers 3 newspaper articles
			Number of drains marked Number of volunteers Number of newspaper articles	Year 3	221 drains 154 volunteers 2 newspaper articles
2a	19	Public meetings for illicit discharge ordinance	Number of meetings/attendees	Year 2	3 meetings 114 attendees
				Year 3	1 meeting 19 attendees
2a	20	Public meetings for construction ordinance amendments	Number of meetings/attendees	Year 3	1 meeting 41 attendees
				Year 4	
				Year 5	
3a	21	Create a map of the stormwater outfalls to surface waters of the State	Total Number of outfalls mapped Number of outfalls mapped each permit year	Year 1	227 outfalls total
				Year 2	3 outfalls added
				Year 3	0 outfalls added
				Year 4	
				Year 5	
3b	22	Draft Amendments to Ordinance 94-1 to define and prohibit illicit	Dates of draft and reviews of the language	Year 2	Drafted

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Element ID/BMP #		BMP Description A	Measurable Goal B	Schedule Implementation/Completion C	Summary of Results D
		discharges to the Storm Sewer System	Dates of Adoption Dates of re-review of the ordinance	Year 3	Submitted for Review 2/3/04 Revised 6/4/04 Re-Submitted 7/31/04 Adopted 8/15/04
3c	23	Detect and eliminate illicit discharges and illegal dumping according to standard operating procedures	Number of illicit discharges investigated Number of illicit discharges eliminated Number of enforcement actions related to illicit discharges, illegal dumping	Year 3	54 illicit discharges eliminated 2 enforcement actions 72 illicit discharge inspections
				Year 4	
				Year 5	
3d	24	Implement a business outreach program that targets business sectors in the community and provides information on the hazards associated with the improper disposal of wastes	Number of businesses contacted	Year 1	22 gas stations contacted
				Year 2	43 restaurants contacted
				Year 3	18 landscaping companies contacted
				Year 4	
				Year 5	
3d	25	Conduct a training program to introduce the concept of illegal discharges, illegal dumping and improper disposal of wastes to the MS4 for employees	Number of employees trained	Year 2	67 employees trained
				Year 3	52 employees trained
				Year 4	
				Year 5	
3d	26	Implement an employee incentive program to encourage the reporting of illicit discharges, illegal dumping to the storm sewer system	Number of employee reports of illicit discharges	Year 3	2 reports
				Year 4	
				Year 5	
3d	27	Collect Household Hazardous Waste through Amnesty Days	Number of Amnesty Days Amount of HHW properly	Year 2	12 amnesty days 9,466 lbs of HHW collected

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		held each month, report results to the public and explain minimized impacts to stormwater quality.	disposed of	Year 3	12 amnesty days 21, 594 lbs of HHW collected
				Year 4	
				Year 5	
3d	28	Hazardous Waste Round-up at the fairgrounds for electronics, batteries, etc. Banner displayed depicting stormwater pollution prevention through proper disposal of wastes	Number of events amount of hazardous waste collected	Year 2	4.3 tons haz waste collected 1 event
				Year 3	0 (Event cancelled)
3d	29	Advertise Hazardous Waste Events in the Anytown News, Sunside Reporter, and The Beach Observer, briefly explain impacts to stormwater quality.	Number of ads Total circulation	Year 2	6 newspaper/newsletter articles 175, 000 total circulation
				Year 3	4 newspaper/newsletter articles 177, 000 total circulation
				Year 4	
				Year 5	
3d	30	Advertise Haz Waste Events on Radio Stations WATU, WSSU, WTV, briefly explain impacts to stormwater quality.	Number of PSAs Estimated number of subscribers	Year 2	130,000 subscribers 1, 200 PSAs
				Year 3	134,000 subscribers 1, 500 PSAs
				Year 4	
				Year 5	
3d	31	Advertise Haz Waste events on WCTU Television, briefly explain impacts to stormwater quality.	Scrolling message appearances Estimated number of subscribers	Year 3	8, 760 messages 70,000 subscribers
				Year 4	
				Year 5	
4a	32	Evaluate existing regulatory mechanism to require erosion and sediment controls for all construction sites disturbing one acre or more of land, as well as sanctions to ensure compliance,	Evaluate existing county ordinances to determine local legal authority applicable to control of pollutants associated with stormwater runoff from	Year 1	0 activities
				Year 2	Reviewed
				Year 3	Amendments Proposed 9/8/05

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		to the extent allowable under State, or local law. If necessary, amend existing regulatory mechanism to meet the criteria stated above.	construction sites, and to determine needs for additional legal authority	Year 4	
				Year 5	
4b	33	Specifically require the installation and maintenance of proper stormwater, erosion and sediment controls for construction activities disturbing one acre or more of land, or activities that are smaller than one acre, but part of a larger common plan of development or sale that will disturb an acre or more of land.	Number of construction activities operating under existing regulatory language. Number of construction activities operating under amended regulatory language (years 4 and 5)	Year 3	81 permitted construction sites meet the size threshold and are aware of the existing requirements
				Year 4	
				Year 5	
4c	34	Regulate the proper control, disposal and on-site temporary storage of construction-related materials and wastes at construction sites disturbing one acre or more of land, or activities that are part of a larger common plan of development or sale that will disturb and acre or more of land. The requirement to control wastes, once amended, will include, but is not limited to building materials, chemicals, litter, and sanitary waste.	Number of construction activities operating under existing requirement  Number of construction activities operating under the amended regulatory language (years 4 and 5)	Year 3	81 permitted construction sites meet the size threshold and are aware of the existing requirements
				Year 4	
				Year 5	

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4d 35	Ensure that plans for construction activities disturbing one acre of land, or less than one acre, but part of a larger common plan of development or sale that will disturb more than one acre, include appropriate stormwater, erosion and sediment controls, including the depiction of controls on site plans, instructions for installation, maintenance, and inspection of controls.	Develop standard criteria	Year 5	
		Number of site plans reviewed utilizing existing regulations	Year 1	0 plans reviewed
			Year 2	15 plans reviewed under existing regulations
			Year 3	27 plans reviewed under existing regulations
		Number of site plans reviewed under amended regulatory language (years 4 and 5)	Year 4	
Year 5				
4e 36	Develop a program to receive comments/complaints from the public for potential stormwater problems caused by construction activities. Initiate a work order system for handling issues and a tracking system for activities related to these procedures.	Number of comments received from the public, number of investigative work orders, number of follow-ups.	Year 3	6 calls received 5 investigations 2 follow-up actions



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4f	37	Develop and implement a construction inspection program for construction activities regulated under the [amended] ordinance. Written plan will identify inspectors, standardize documents and establish tracking methods for inspection activities.	Develop program	Years 1 through 3	Developed 21 inspections performed under existing language
			Number of Inspections/Enforcement items	Year 4	Begins when amendments are adopted
				Year 5	
6a	38	Maintain and repair County's storm sewer system	Number of inlets/boxes cleaned, inspected or repaired. Amount of debris removed	Year 1	431 inlets inspected 241 inlets cleaned 3,429 cubic yards of debris removed 58 inlet repairs 7 boxes inspected 6 boxes cleaned 1, 843 cubic yards of debris removed 4 boxes repaired
				Year 2	312 inlets inspected 122 inlets cleaned 4, 945 cubic yards debris removed 39 inlets repaired 5 boxes inspected 3 boxes cleaned 394 cubic yards removed 1 box repaired
				Year 3	221 inlets inspected 114 inlets cleaned 8, 743 cubic yards of debris removed 26 inlets repaired 7 boxes inspected 4 boxes cleaned 9,117 cubic yards of debris removed 2 boxes repaired

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				Year 4	
				Year 5	
			Miles of open ditch/swale maintained	Year 1	74 miles
				Year 2	58 miles
				Year 3	81 miles
				Year 4	
				Year 5	
6a	39	Maintain and operate the street sweeping program	Number of curb miles swept Cubic yards of debris removed	Year 1	312 miles 2, 689 cubic yards debris disposed
				Year 2	328 miles 3, 224 cubic yards debris disposed
				Year 3	329 miles 2, 564 cubic yards debris disposed
				Year 4	
				Year 5	
6a	40	Develop and Implement spill plans, housekeeping BMPs for all maintenance facilities/vehicles. Includes Solid Waste Transit, Emergency Management, Fleet Maintenance, Parks and Recreation, and Roads and Bridge Facilities. Vehicles include fleet, plus heavy equipment and landscaping machines.	Number of facilities/vehicles with spill plans	Year 1	14 facilities 106 vehicles
				Year 2	15 facilities 111 vehicles
				Year 3	15 facilities 113 vehicles
				Year 4	
				Year 5	

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			Number of facility inspections (quarterly)	Year 1	45 facilities 160 Inspections 43 improvements identified
				Year 2	45 facilities 160 Inspections 21 improvements identified
				Year 3	45 facilities 160 Inspections 5 improvements identified
				Year 4	
				Year 5	
			Amount of hazardous materials properly disposed	Year 1	677 galls used oil 110 galls antifreeze
				Year 2	692 galls used oil 107 galls antifreeze
				Year 3	703 galls used oil 109 galls antifreeze
				Year 4	
				Year 5	
6a	41	Maintain Open Spaces, including 17 parks	Amount of litter removed	Year 1	17 parks 534, 042 tons litter
				Year 2	17 parks 478, 944 pounds litter
				Year 3	17 parks 502, 583 pounds litter
				Year 4	
				Year 5	

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			Number of pet waste citations issued	Year 1	0 citations	
				Year 2	24 citations	
				Year 3	211 citations	
				Year 4		
				Year 5		
6a	42	Maintain Pesticide, Herbicide, and Fertilizer Storage Areas	Facility Inspections (quarterly)	Year 1	8 facilities 32 inspections	
				Year 2	8 facilities 32 inspections	
				Year 3	10 facilities 40 inspections	
				Year 4		
				Year 5		
				Gallons applied (amount reduced)	Year 1	7, 448 gallons
					Year 2	6, 923 gallons
					Year 3	6, 400 gallons
					Year 4	
					Year 5	
6b	43	Stormwater Management training for personnel and contractors	Number of Public Works Employees trained	Year 2	3 courses 49 employees	
				Year 3	7 courses 119 employees	
				Year 4		
				Year 5		
				Number of Land Development Employees (Stormwater Site Plan Reviewers)	Year 3	2 courses 4 employees
					Year 4	
					Year 5	

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		Number of Roads and Bridge Employees	Year 4	
			Year 5	
		Number of Code Officers Trained	Year 3	1 video 52 officers trained
			Year 4	
			Year 5	
		Number of Construction Inspectors Trained	Year 3	1 video 16 Inspectors trained
			Year 4	
			Year 5	
		Number of Construction Plan Reviewers Trained	Year 3	2 Courses 4 reviewers trained
			Year 4	
			Year 5	
		Number of Landscape Personnel Trained	Year 3	
			Year 4	
			Year 5	

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Assess the appropriateness of each BMP that has been implemented and provide a list of changes in the space below. Include proposed changes to BMPs, Measurable Goals, or Implementation Schedules, and justification for changes. Also report new BMPs that have been added to the Stormwater Management Program in this section. Add pages if more room is needed. Include the Element ID as it is listed on the submitted NOI. BMP Number should be indicated as listed on the NOI, unless a new BMP is being proposed. Include Element ID on all extra pages, include BMP number for all changes to BMPs previously listed on NOI.

Element ID	BMP Number (where applicable)	Proposed Change or New BMP Description and Justification
1a	01	Removed plan to distribute "Builder's Guide to Low-Impact Development to building contractors. Replaced with "Landscaping is Different Here" presentation for home owners. The presentations are offered through the support of Watershed Action Volunteers.
1a	02	Removed plan to distribute "Erosion Control for Home Builders". Replaced with "Florida Coastal Living" presentations to the general public. The presentations are offered through the support of Watershed Action Volunteers.
1a	03	Removed "Cleaning Up Stormwater Runoff: booklet distribution. Replaced with "Know and Show Sombreros" presentation. The presentations are offered through the support of Watershed Action Volunteers.
1a	04	Removed Stormwater information from website. Replaced with "Florida Yard" TV show. The TV program is available through coordination with WAV.
1a	05	Removed TV spot showing the connectivity between lawn/auto care and stormwater. Replaced with "Lawn Selection & Care" presentations. The presentations are offered through the support of WAV.
1a	06 through 17	Added BMPs. The new BMPs are added as a result of coordination with WAV.
2a	16 through 18	Removed Children's Water Festival BMP. Added Adopt-A-Road, Keep Coolidge Beautiful (KCB), and drain marking BMPs. The added BMPs are made possible through coordination with FDOT and KCB.
2a	19 and 20	Split public hearing BMP for the Illicit Discharge Ordinance and Construction Ordinance Amendment into two separate BMPs
3d	24	Removed distribution of "Good Cleaning Practices...For the Environmentally Responsible Restaurant" BMP. Replaced with an expanded program to contact businesses.

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3d	NA	Cancelled BMP to distribute "Business/Industry's Guide to Coolidge County's Illicit Discharge Ordinance". Replaced with an expanded program to contact businesses.
3d	25 and 26	Added BMPs to address illicit discharge information to employees.
3d	27 through 31	Removed "Clean Waters, Starting in Your Home and Yard" to Homeowners Associations. Replaced with Hazardous Waste Disposal/Recycling Activities that include information on impacts to stormwater quality.
6a	NA`	Changed the order of BMPs for this minimum control measure.
6a	40	BMP modified to include more facilities.
6a	42	BMP added.
6b	NA	Cancelled training based on "EPA SWM Fact Sheet: Employee Training and Educating Municipalities". Modified BMP to include training modules for multiple departments.

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**SECTION V. CERTIFICATION STATEMENT AND SIGNATURE**

*The Responsible Authority listed in Section I.B. of the Annual Report form must sign the following certification statement: 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 Phase II MS4 Responsible Authority (type or print):		<b>Jane Doe</b>	
Title:	<b>County Manager</b>		
Signature:		Date:	/ /

SAMPLE