



# TOWN OF LONGBOAT KEY

*Incorporated November 14, 1955*

501 Bay Isles Road  
Longboat Key, FL 34228  
(941) 316-1999  
FAX (941) 316-1656  
[www.longboatkey.org](http://www.longboatkey.org)

June 27, 2019

Borja Crane-Amores  
Administrator, NPDES Stormwater Program  
Florida Department of Environmental Protection  
Mail Station 2500  
2600 Blair Stone Road  
Tallahassee, Florida 32399-2400

Subject: Annual Report for the Town of Longboat Key  
Municipal Separate Storm Sewer System (MS4)  
NPDES Permit No. FLS000004-004, (Cycle 4), Year 5

Dear Mr. Crane-Amores,

Please find enclosed the Town of Longboat Key's MS4 Annual Report for year five of the permit period commencing January 1, 2018 and continuing through December 31, 2018. Note that all co-permittees with Sarasota County, including the Town of Longboat Key, the City of Sarasota, the City of Venice, the City of Northport, and the Florida Department of Transportation District One, will be submitting separate Annual Reports. Please note the Town has no known waterbodies that require a separate TMDL Prioritization Report per Part VIII.B.3.a, within six months from the effective date the new of the new permit.

If you have any questions please contact me and/or Charlie Mopps;  
at (941) 316-1988, or  
via e-mail.  
[jlinkogle@longboatkey.org](mailto:jlinkogle@longboatkey.org),  
[cmopps@longboatkey.org](mailto:cmopps@longboatkey.org).

My best regards,

James K. Linkogle, CFM  
Public Works Project Manager

CC: Tom Harmer, Town Manager  
Isaac Brownman, Public Works Director  
Charlie Mopps, Public Works Project Manager  
Rene Janneman, Sarasota County, Environmental Specialist III



# 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 62-624.600, 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 (<https://floridadep.gov/water/stormwater/content/npdes-stormwater-permitting-program-contacts>). Files larger than 10MB may be placed on the FTP site at: [ftp://ftp.dep.state.fl.us/pub/NPDES\\_Stormwater/](ftp://ftp.dep.state.fl.us/pub/NPDES_Stormwater/). After uploading files, email the MS4 coordinator or NPDES Program Administrator to notify them the report is ready for downloading; or by mail to the address in the box at right.
- Refer to the Form Instructions for guidance on completing each section.
- **Please print or type information in the appropriate areas below.**

**Submit the form and attachments to:**  
 Florida Department of Environmental Protection  
 Mail Station 3585  
 2600 Blair Stone Road  
 Tallahassee, Florida 32399-2400

SECTION I. BACKGROUND INFORMATION			
<b>A.</b>	Permittee Name: Town of Longboat Key		
<b>B.</b>	Permit Name: Sarasota County MS4		
<b>C.</b>	Permit Number: FLS000004-005		
<b>D.</b>	Annual Report Year: <input type="checkbox"/> Year 1 <input type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 <input type="checkbox"/> Year 4 <input checked="" type="checkbox"/> Year 5 <input type="checkbox"/> Other, specify Year:		
<b>E.</b>	Reporting Time Period (month/year): Jan/ 2018 through Dec / 2018		
<b>F.</b>	Name of the Responsible Authority: Tom Harmer		
	Title: Town Manager		
	Mailing Address: 501 Bay Isles Road		
	City: Longboat Key	Zip Code: 34228	County: Sarasota/Manatee
	Telephone Number: 941-316-1999		Fax Number: 941-316-1656
E-mail Address: tharmer@longboatkey.org			
<b>G.</b>	Name of the Designated Stormwater Management Program Contact (if different from Section I.F above): Isaac Brownman		
	Title: Public Works Director		
	Department: Public Works		
	Mailing Address: 600 General Harris Street		
	City: Longboat Key	Zip Code: 34228	County: Sarasota/Manatee
Telephone Number: 941-316-1988		Fax Number: 941-316-1984	
E-mail Address: ibrownman@longboatkey.org			

SECTION II. MS4 MAJOR OUTFALL INVENTORY (Not Applicable In Year 1)	
<b>A.</b>	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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable)
<b>B.</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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable)
<b>C.</b>	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. PART V.B. ASSESSMENT PROGRAM**

Provide a brief statement as to the status of water quality monitoring plan implementation. Status may include sampling frequency changes, monitoring location changes, or sampling waiver conditions.  
*DEP Note: If permittee participates in a collaborative assessment program, permittee may refer to a joint response as defined by the interlocal agreement.*

The monitoring plan is carried out through an inter-local agreement with Sarasota County. Please see the Sarasota County Annual Report for the monitoring information.

**A.**

Provide a brief discussion of the assessment program (monitoring and loading) results to date which includes a summary of the water quality monitoring data and / or stormwater pollutant loading changes from the reporting year.  
*DEP Note: Results must be specific to the permittee's SWMP.*

*The Bay Conditions Report is included with the Sarasota County Report and on the Sarasota Water Atlas website for Sarasota Bay adjacent waters to Longboat Key. (<http://www.sarasota.wateratlas.usf.edu/coastal/conditions-overview.aspx>)*

1. All 6 bays were in the Caution category of the Bay Conditions Index. The Index is based on chlorophyll, nitrogen and phosphorus.
2. 7 of 17 creeks passed the Creek Condition Index and 10 were in the Caution category. The index is based on chlorophyll, nitrogen, phosphorus and dissolved oxygen
3. Oysters: Ten stations ranked excellent with greater than 75% live oysters. Eight stations fell into the "good" category (50%-75% live oysters). Four stations were in the caution category with less than 50% live. (Based on 2017 data)
4. Seagrass: Four of 6 bays had increased acreage of seagrass and two had declines. As compared to 2016, there were increases in seagrass abundance, blade length, and percent Halodule. There were decreases in drift algae, and percent Thalassia.
5. Scallop monitoring sites throughout the county had significantly less spat landings in 2017. The county experienced concentrated rainfall events and persistent redtide blooms, each of these conditions have shown to have a negative affect scallop populations.
6. Pollutant Load Modeling was completed for 2001, 2006, 2010, 2016 and again in 2017. It showed reduced pollutant loads. It did indicate the main contributor to pollutant load was stormwater runoff.
7. Rain for the year was 3.8 inches above average primarily because of two wet months – May and December. Unusually dry months were March, June and July.

**B.**

Summary:

The overall health in Sarasota Bay degraded slightly in 2018, changing from the previous year. Chlorophyll a showed a clear increase, while overall phosphorus and nitrogen slightly decreased.

*Water Quality:* Two of the three water quality indicators (nitrogen and phosphorus) were rated as excellent (below their respective targets). However, chlorophyll a exceeded the target and threshold values. The mean for chlorophyll a was calculated as an arithmetic mean and the means for nitrogen and phosphorus were calculated as geometric means (per the Numeric Nutrient Criteria outlined in the Florida Administrative Code, section 62-302.532). Mean chlorophyll a concentration was 0.0106 mg/l, above the target value of 0.0064 mg/l and the threshold of 0.00825 mg/l. The mean concentration of total nitrogen decreased marginally 6 to 0.3528 mg/l, still below its target value of 0.51 mg/l. Mean total phosphorus concentration increased marginally, but at 0.0639 mg/l was still well below its target value of 0.150 mg/l.

*Biotic Indicator:* A survey of the biotic indicator, seagrass, was performed in 2018 by the Southwest Florida Water Management District. In 2016, the total area of seagrass in the lower portion of Sarasota Bay (the area within Sarasota County) was estimated to be 3,639 acres, well above the target of 2,022 acres. There was a slight decline in 2017 and a net increase in 2018.

<b>C.</b>	Attach a monitoring data summary as required by the permit. An analysis of the data discussing changes in water quality and/or stormwater pollutant loading from previous reporting years. <i>DEP Note: Analysis must be specific to the permittee's SWMP.</i>
	. Ambient Water Quality of Bays. <a href="http://www.sarasota.wateratlas.usf.edu/bay-conditions/">http://www.sarasota.wateratlas.usf.edu/bay-conditions/</a> <a href="http://www.sarasota.wateratlas.usf.edu/water-quality-trends/">http://www.sarasota.wateratlas.usf.edu/water-quality-trends/</a>
	2. Ambient Water Quality of Watersheds <a href="http://www.sarasota.wateratlas.usf.edu/creek-conditions/">http://www.sarasota.wateratlas.usf.edu/creek-conditions/</a> <a href="http://www.sarasota.wateratlas.usf.edu/water-quality-trends/">http://www.sarasota.wateratlas.usf.edu/water-quality-trends/</a>
	3. Biological Monitoring – Oysters <a href="http://www.sarasota.wateratlas.usf.edu/oysters/">http://www.sarasota.wateratlas.usf.edu/oysters/</a>
	4. Biological Monitoring – Seagrass <a href="http://www.sarasota.wateratlas.usf.edu/seagrass/#sarasota-seagrass">http://www.sarasota.wateratlas.usf.edu/seagrass/#sarasota-seagrass</a>
	5. Biological Monitoring – Scallops <a href="http://www.sarasota.wateratlas.usf.edu/upload/documents/2017-Scallop-Program-Update-2018-04-23.pdf">http://www.sarasota.wateratlas.usf.edu/upload/documents/2017-Scallop-Program-Update-2018-04-23.pdf</a>
	6. Pollutant Load Modeling <a href="http://sarasota.wateratlas.usf.edu/upload/documents/PLM-2016-Report-REVISED-4-25-18.pdf">http://sarasota.wateratlas.usf.edu/upload/documents/PLM-2016-Report-REVISED-4-25-18.pdf</a>
7. Rainfall <a href="http://www.sarasota.wateratlas.usf.edu/rainfall/">http://www.sarasota.wateratlas.usf.edu/rainfall/</a> <a href="http://www.sarasota.wateratlas.usf.edu/datamapper/">http://www.sarasota.wateratlas.usf.edu/datamapper/</a>	

<b>SECTION IV. FISCAL ANALYSIS</b>	
<b>A.</b>	Total expenditures for the NPDES stormwater management program for the current reporting year: \$201,474
<b>B.</b>	Total budget for the NPDES stormwater management program for the subsequent reporting year: \$552,763

<b>SECTION V. MATERIALS TO BE SUBMITTED WITH THIS ANNUAL REPORT FORM</b>				
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	Required Attachments	Permit Citation	Attachment Number/Title
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Any additional information required to be submitted in this current annual reporting year in accordance with Part III.A of your permit that is not otherwise included in Section VII below.	Part III.A	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	An explanation of why the minimum inspection frequency in Table II.A.1.a. was not met, if applicable.	Part II.A.1	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	A list of the flood control projects that did not include stormwater treatment and an explanation for each of why it did not (if applicable).	Part III.A.4	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	A monitoring data summary as directed in Section III.C above and in accordance with Rule 62-624.600(2)(c), F.A.C.	Part V.B.3	Included as Attachment B and C in Sarasota County Report
<input type="checkbox"/>	<input checked="" type="checkbox"/>	YEAR 1 ONLY: An inventory of all known major outfalls and a map depicting the location of the major outfalls (hard copy or CD-ROM) in accordance with Rule 62-624.600(2)(a), F.A.C.	Part III.A.1	
<b>DO NOT SUBMIT ANY OTHER MATERIALS</b> (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): Tom Harmer

Title: Town Manager

Signature:  Date: 6/27/19

**SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE**

A. Permit Citation/ SWMP Element	B.					C.	D.	E.	F.																												
	Permit Requirement/Quantifiable SWMP Activity					Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments																												
Part III.A.1	<b>Structural Controls and Stormwater Collection Systems Operation</b>																																				
<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. <b>Report the current known inventory.</b></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>																																					
<p>Maintain documentation of the wet detention systems in the Adopt-A-Pond program. <b>Report the number of systems in the Adopt-A-Pond program.</b></p>																																					
	<table border="1"> <thead> <tr> <th colspan="2">Type of Structure</th> <th colspan="4">Number of Activities Performed</th> <th rowspan="2">Documentation / Record</th> <th rowspan="2">Entity Performing the Activity</th> <th rowspan="2">Comments</th> </tr> <tr> <th>Total Number of Structures</th> <th>Number of Inspections</th> <th>Percentage Inspected</th> <th>Number of Maintenance Activities</th> <th>Percentage Maintained</th> </tr> </thead> <tbody> <tr> <td colspan="2">Dry retention systems</td> <td>10</td> <td>12</td> <td>100%</td> <td>32</td> <td>100%</td> <td>Public Works Streets Dept Mark Richardson, Mark Kerr</td> <td>As Built Const. Plans for all Town Facilities Each Mowed per maintenance schedule</td> </tr> <tr> <td colspan="2">Exfiltration trench / French drains (linear</td> <td>216</td> <td>1</td> <td>100%</td> <td>1</td> <td>100%</td> <td>Public Works</td> <td>Public Works</td> <td>As Built Const.</td> </tr> </tbody> </table>	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		10	12	100%	32	100%	Public Works Streets Dept Mark Richardson, Mark Kerr	As Built Const. Plans for all Town Facilities Each Mowed per maintenance schedule	Exfiltration trench / French drains (linear		216	1	100%	1	100%	Public Works	Public Works	As Built Const.			
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																																	
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Exfiltration trench / French drains (linear		216	1	100%	1	100%	Public Works	Public Works	As Built Const.																												

**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
	feet)						Streets Dept Mark Richardson, Mark Kerr	Streets Dept	Plans for Police Dept. and Public Works Facilities annual inspections	
	Wet detention systems	4	12	100%	12	100%	Public Works Streets Dept Mark Richardson, Mark Kerr	Serviced monthly by contractor.	As Built Const. Plans for Fire Dept. and Parks Dept. Facilities	
	Major stormwater outfalls	3	4	100%	1	100%	Public Works Streets Dept Mark Richardson, Mark Kerr	Public Works Streets Dept	36 inch outfalls with Tide-Flex Valves in the North end Longboat Village Qrtly. Inspections	
	MS4 pipes / culverts (miles)	3.62	8	24%	3	9%	Public Works Streets Dept Mark Richardson, Mark Kerr	Public Works Streets Dept		
	Inlets / catch basins / grates	247	940	100%	95	36%	Public Works Streets Dept Mark Richardson, Mark Kerr	Public Works Streets Dept	Drainage Hot Spot areas are inspected and maintained more frequently.	
	Ditches / conveyance swales (Lineal Feet)	1700	32	100%	32	100%	Public Works Streets Dept Mark Richardson, Mark Kerr	Public Works Streets Dept	Inspected / Maintained during scheduled mowing.	
	Systems in the Adopt-A-Pond program	0					0	0	Town does not have an Adopt-a-pond program.	
	<p><b>ATTACH explanation if any of the minimum inspection frequencies in Table II.A.1.a were not met</b></p> <p><b>Year 1 ONLY: Attach a map of all known major outfalls</b></p>							Included in Year 1 Report		Included in Year 1 Report
Part III.A.2	Areas of New Development and Significant Redevelopment									
	<p>Report the number of significant redevelopment projects reviewed by the permittee for post-development stormwater considerations. Report the number of new development projects reviewed under Part III.A.9.a</p> <p><b>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C.</b></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 align="center"><b>Number of significant redevelopment projects reviewed</b></p>	0	Building Permit Files	Planning Zoning Building Dept.	N/A
<p>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.</p>					
<p><i>DEP Note: Refer to Part III.A.2 of the permit for details regarding what the review entails, and what must be included in the summary report and follow-up report. Please provide the title of the attached report in Column D and the name of the entity who finalized the report in Column E.</i></p>					
<p><b>Year 2 ONLY: Attach the summary report of the review activity</b></p>			N/A		
<p><b>Year 4 ONLY: Attach the follow-up report on plan implementation</b></p>			N/A		
<p><b>Part III.A.3</b></p>	<p><b>Roadways</b></p>				
<p>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.</p>					
<p><i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. In addition, the permittee may choose its own units of measurement for the reporting items. Unit options for the amount of litter include: bags, cubic yards, pounds, tons. Unit options for the amount of area covered by the activity include: square feet, linear feet, yards, miles, acres. If all litter collection is performed by staff or by contractors, but not by both, please remove the non-applicable reporting items.</i></p>					
<p><b>PERMITTEE Litter Control Program: Frequency of litter collection</b></p>		Twice weekly within Gulf of Mexico Drive (SR789) right of way	Public Works Streets Dept Mark Richardson, Mark Kerr	Public Works Streets Dept	Includes Beach Accesses
<p><b>PERMITTEE Litter Control Program: Estimated amount of area maintained (acres)</b></p>		132.12	Public Works Streets Dept Mark Richardson, Mark Kerr	Public Works Streets Dept	Gulf of Mexico Drive Road Right of Way
<p><b>PERMITTEE Litter Control Program: Estimated amount of litter collected (cubic yards)</b></p>		90 +/-	Public Works Streets Dept Mark Richardson, Mark Kerr	Public Works Streets Dept	Waste Management Invoices document 23.51 tons for 3- 30 cu/yd. dumpster pulls for 2018 year.

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A. Permit Citation/ SWMP Element	B. Permit Requirement/Quantifiable SWMP Activity	C. Number of Activities Performed	D. Documentation / Record	E. Entity Performing the Activity	F. Comments
<p>If an Adopt-A-Road or similar program is implemented, report the total number of road miles cleaned and an estimate of the quantity of litter collected.</p>					
<p><i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C. The permittee may choose its own unit of measurement for the amount of litter collected. Unit options include: bags, cubic yards, pounds, tons. If an Adopt-A-Road or similar program is not implemented by the permittee, please note that in Column F but do not remove the Adopt-A-Road Program reporting items.</i></p>					
<p><b>Trash Pick-up Events: Total miles cleaned</b></p>		0			Town does not have an Adopt-a-Road program.
<p><b>Trash Pick-up Events: Estimated amount of litter collected (cubic yards)</b></p>		0			Town does not have an Adopt-a-Road program.
<p><b>Adopt-A-Road Program: Total miles cleaned</b></p>		0			Town does not have an Adopt-a-Road program.
<p><b>Adopt-A-Road Program: Estimated amount of litter collected (cubic yards)</b></p>		0			Town does not have an Adopt-a-Road program.
<p>Report on the street sweeping program, including the frequency of the sweeping, total miles swept, an estimate of the quantity of sweepings collected, and the total nitrogen (TN) and total phosphorus (TP) loadings that were removed by the collection of sweepings. If no street sweeping program is implemented, provide the explanation of why not in the Year 1 Annual Report.</p>					
<p><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></p>					
<p><i>DEP Note: If the permittee has curbs and gutters but no street sweeping program is implemented, the permittee must provide an explanation of why not in the Year 1 Annual Report. Refer to Part III.A.3 of the permit for the information that must be included in the explanation (including the alternate BMPs used or planned in lieu of street sweeping). Please provide the title of the attached explanation in Column D and the name of the entity who finalized the explanation in Column E.</i></p>					
<p><b>Frequency of street sweeping</b></p>		Quarterly	Public Works Streets Dept Mark Richardson, Mark Kerr	USA Services Inc.	Per Invoices. 4 <sup>th</sup> quarter was not done due to Irma. Streets were swept by debris removal contractors – no data.
<p><b>Total miles swept (per year)</b></p>		164.46	Public Works Streets Dept Mark Richardson, Mark Kerr	USA Services Inc.	54.82 curb miles swept per Qtr.
<p><b>Estimated quantity of sweeping material collected (tons)</b></p>		51.8	Public Works Streets Dept Mark Richardson, Mark	USA Services Inc.	37 cubic yds. @ 1.4 tons per cu/yd. =51.8 tons

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A. Permit Citation/ SWMP Element	B. Permit Requirement/Quantifiable SWMP Activity	C. Number of Activities Performed	D. Documentation / Record	E. Entity Performing the Activity	F. Comments
	<p align="center"><b>Total nitrogen loadings removed (pounds)</b></p> <p align="center"><b>Total phosphorus loadings removed (pounds)</b></p> <p><b>Year 1 ONLY: If have curbs and gutters, attach explanation of why no street sweeping program and the alternate BMPs used or planned</b></p>	563	Kerr PWK:Z drive/ NPDES	James Linkogle, PWKPM	FSA Load Calculator
		391	PWK:Z drive/ NPDES	James Linkogle, PWKPM	FSA Load Calculator
			N/A		
	<p>Annually review (and revise, as needed) and implement the permittee's written standard practices to reduce the pollutants in stormwater runoff from areas associated with road repair and maintenance, and from permittee-owned or operated equipment yards and maintenance shops that support road maintenance activities. <b>Report the number of applicable facilities and the number of inspections conducted for each facility.</b></p> <p><i>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.</i></p>				
		Number of Inspections			
	<b>Name of facility #1: Public Works Complex</b>	52	Public Works Department	Public Works staff	Staff report to complex daily, conduct weekly cleanup activities.
	<b>Name of facility #2:</b>				
	<b>Name of facility #3:</b>				
Part III.A.4	Flood Control Projects				
	<p>Report the total number of flood control projects that were constructed by the permittee during the reporting period and the number of those projects that did NOT include stormwater treatment. The permittee shall provide a list of the projects where stormwater treatment was not included with an explanation for each of why it was not. Report on any stormwater retrofit planning activities and the associated implementation of retrofitting projects to reduce stormwater pollutant loads from existing drainage systems that do not have treatment BMPs.</p> <p><i>DEP Note: A "stormwater retrofit project" is one implemented primarily to provide stormwater treatment for areas currently without treatment.</i></p> <p><i>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.</i></p> <p><i>DEP Note: If applicable, please provide the title of the attached list of flood control projects that did not include stormwater treatment in Column D and the name of the entity who finalized the list in Column E. Please provide an explanation in Column F for any "0" reported in Column C.</i></p>				
	<b>Flood control projects completed during the reporting period</b>	0	N/A		
	<b>Flood control projects completed during the reporting period that did not</b>	0	N/A		

**SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE**

A. Permit Citation/ SWMP Element	B. Permit Requirement/Quantifiable SWMP Activity	C. Number of Activities Performed	D. Documentation / Record	E. Entity Performing the Activity	F. Comments
	<p>include stormwater treatment</p> <p><b>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</b></p> <p><b>Stormwater retrofit projects planned</b></p> <p><b>Stormwater retrofit projects under construction during the reporting period</b></p> <p><b>Stormwater retrofit projects completed during the reporting period</b></p>	<p>0</p> <p>2</p> <p>2 Wastop Valve installation</p> <p>2 Wastop Valve installation</p>	<p>None</p> <p>Public Works -or- Purchasing Dept.</p> <p>PWK Z:Files</p> <p>PWK Z:Files</p>	<p>Public Works James Linkogle</p> <p>Public Works Streets Dept Mark Richardson, Mark Kerr</p> <p>Public Works Streets Dept Mark Richardson, Mark Kerr</p>	<p>Broadway Street Dream Island Road Drainage System Final Design completed 2018 Project subject to Budget approval.</p> <p>Installed on existing pipes to prevent saltwater intrusion</p> <p>Installed on existing pipes to prevent saltwater intrusion</p>
<p><b>Part III.A.5</b></p>	<p><b>Municipal Waste Treatment, Storage, and Disposal Facilities Not Covered by an NPDES Stormwater Permit</b></p>				
	<p>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:</p> <ul style="list-style-type: none"> <li>• Operating municipal landfills;</li> <li>• Municipal waste transfer stations;</li> <li>• Municipal waste fleet maintenance facilities; and</li> <li>• Any other municipal waste treatment, waste storage, and waste disposal facilities.</li> </ul> <p><b>Report the number of applicable facilities and the number of the inspections conducted for each facility.</b></p> <p><b>DEP Note:</b> The permittee needs to “customize” this section by listing the names of the applicable facilities in Column B and the number of inspections of each facility in Column C. Add more rows if necessary. If “0” is reported in Column C for the number of inspections conducted and the permittee has one or more applicable facilities, please provide an explanation in Column F for why no inspections were conducted. An applicable facility under Part III.A.5 includes, but is not limited to, those facilities/yards where street sweeping material and/or yard waste are temporary stockpiled, and where solid waste collection vehicles are parked and/or maintained. In addition, if the same facility is applicable under both Parts III.A.3 and III.A.5 of the permit, the same site inspection can count towards both inspection requirements as long as it covers the applicable waste area(s). Be sure to report the site inspection under both Parts III.A.3 and III.A.5.</p>				

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
		<b>Number of Inspections</b>			
	Name of facility #1: Public Works Complex	52	Public Works Department	Public Works staff	Staff report to complex daily, weekly clean-up
	Name of facility #2: South Water Plant	52	Public Works Department	Public Works staff	Staff report to complex daily, weekly clean-up
<b>Part III.A.6</b>	<b>Pesticides, Herbicides, and Fertilizer Application</b>				
	<p>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.</p> <p><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></p>				
	<b>PERSONNEL: Florida Department of Agriculture and Consumer Services (FDACS) certified applicators of pesticides and herbicides</b>	5	PWK Z:Files	Public Works Streets Dept Mark Richardson, Mark Kerr	
	<b>CONTRACTORS: FDACS certified / licensed applicators of pesticides and herbicides</b>	2	PWK Z:Files	Public Works Streets Dept Mark Richardson	Right of Way Maintenance Contract
	<b>PERSONNEL: FDACS certified / licensed applicators of fertilizer</b>	1	PWK Z:Files	Public Works Streets Dept Mark Richardson, Mark Kerr	
	<b>CONTRACTORS: FDACS certified / licensed applicators of fertilizer</b>	1	PWK Z:Files	Public Works Streets Dept Mark Richardson	Right of Way Maintenance Contract
	<p>Pursuant to SB 2080 (2009), all local governments are encouraged to adopt a Florida-friendly Landscaping Ordinance similar to the one set forth in the document "Florida-friendly Guidance Models for Ordinances, Covenants and Restrictions." If the broader Florida-friendly ordinance described above is not adopted, then all local governments within the watershed of a nutrient-impaired water body shall adopt the Department's Model Ordinance for Florida-Friendly Fertilizer Use on Urban Landscapes pursuant to SB 494 (2009) or an ordinance that includes all of the requirements set forth in the Model Ordinance. The ordinance shall be adopted within 24 months of the date of permit issuance. Provide a copy of the adopted ordinance with the subsequent Year 1 or Year 2 Annual Report.</p>				

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
<p><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></p>					
<p><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></p>					
<p><b>Year 1 or Year 2 ONLY: Attach copy of adopted Florida-friendly ordinance</b></p>			<p>Town Code Chapter 102 - FERTILIZER MANAGEMENT Submitted year 1</p>	<p>Signed by Hal Lenobel, Mayor</p>	<p>Ord. 08-04, passed 5-5-08 <b>Submitted with Year One Report</b></p>
<p>During Year 1 of the permit, develop and implement a written public education and outreach program plan to encourage citizens to reduce their use of pesticides, herbicides, and fertilizers. Report on the public education and outreach activities that are performed or sponsored by the permittee within the permittee's jurisdiction to encourage citizens to reduce their use of pesticides, herbicides, and fertilizers, including the type and number of activities conducted, the type and number of materials distributed, the percentage of the population reached by the activities in total, and the number of Web site visits (if applicable). Activities performed under the Florida Yards and Neighborhoods (FYN) program should only be reported if the permittee is contributing funding towards the FYN staff and program within its jurisdiction.</p>					
<p><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><i>DEP Note: IF APPLICABLE Sarasota County is to report the public education and outreach activities that it performed county-wide (and not just in the unincorporated areas of Sarasota County). The co-permittees are to report just the public education and outreach activities that they performed.</i></p>					
<p><i>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:</i></p>					
<p><b>FYN PROGRAM FUNDING: Permittee Provides Funding? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Amount of Funding = \$</b></p>					
<p><b>Estimated percentage of the population reached by the activities in total</b></p>		<p>Est. 3%</p>	<p>Public Works NPDES /CRS files</p>	<p>James Linkogle, PWKPM</p>	<p>3 Events per year avg. attendance @100+/-, no tracking of response to effectiveness.</p>
<p><b>Brochures/Flyers/Fact sheets distributed</b></p>		<p>175+/-</p>	<p>Public Works NPDES /CRS files</p>	<p>James Linkogle, PWKPM</p>	<p>Annual Events, Town Hurricane Seminar, Town Open House, Condo Association Managers</p>

**SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE**

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	FYN: Brochure/Flyers/Fact sheets distributed	125 +/-	Public Works NPDES files	FYN	meeting, Available at Public Works and Town Hall information desks.
	Newsletters: Number of newsletters distributed	7962	Public Works NPDES /CRS files	James Linkogle, PWKPM, Alexandra Lowe-Mains PW Admin. Mngr.	Annual Summer Newsletter to all residents in Zip Code per US Post Office, has flood, and stormwater information.
	Public displays (e.g., kiosks, storyboards, posters, etc.)	2	Public Works NPDES /CRS files	Public Works Alexandra Lowe-Mains, Town Hall Clerk's Office	FYN and Citizen Guide to Landscape and Fertilizer Ordinance brochures.
	Special events: Number conducted	3	Public Works NPDES /CRS files	James Linkogle. PWPM	Annual Events, Town Hurricane Seminar, Town Open House, Condo Association Managers meeting
	Special events: Number of participants	+/-150	Public Works NPDES /CRS files	James Linkogle. PWPM	Annual Events, Town Hurricane Seminar, Town Open House Condo Association Managers meeting
	Web Site: Number of hits / visitors to the stormwater-related pages	1	Town Website	IT Dept. does not track hits	Do not record number of hits
<b>Part III.A.7.a</b>	<b>Illicit Discharges and Improper Disposal — Inspections, Ordinances, and Enforcement Measures</b>				
	Where applicable, strengthen the legal authority to conduct inspections, conduct monitoring, control illicit discharges, illicit connections, illegal dumping and spills into				

**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
	the MS4 and to require compliance with conditions in ordinances, permits, contracts, and orders. <b>Report amendments, as needed.</b>  <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> <b>ATTACH a report on any amendments to the applicable legal authority</b>				
<b>Part III.A.7.c</b>	<b>Illicit Discharges and Improper Disposal — Investigation of Suspected Illicit Discharges and/or Improper Disposal</b>				
	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. <b>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.</b>  <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 / circuses) 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: 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>				
	<b>Proactive inspections for suspected illicit discharges / connections / dumping</b>	4	PWK NPDES files, e-mails	Public Works staff	Incidents brought to staff attention while performing normal duties.
	<b>Illicit discharges / connections / dumping found during a proactive inspection</b>	4	Code Enforcement Records	Chris Elbon, Code Enforcement Officer	Brought into compliance
	<b>Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a proactive inspection</b>	3	Code Enforcement Records	Chris Elbon, Code Enforcement Officer	1 NOV, 2 Verbal Notices, all complied voluntarily.
	<b>Fines issued for illicit discharges / connections / dumping found during a proactive inspection</b>	1	Code Enforcement Records	Chris Elbon, Code Enforcement Officer	Brought before Code Enforcement Board, imposed a \$100 fine.
	<b>Year 1 ONLY: Attach the written proactive inspection program plan</b>				
	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. <b>Report on the reactive investigation program as it relates to responding to reports of suspected illicit discharges, including the</b>				

**SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE**

A. Permit Citation/ SWMP Element	B. Permit Requirement/Quantifiable SWMP Activity		C. Number of Activities Performed	D. Documentation / Record	E. Entity Performing the Activity	F. Comments
<p>number of reports received, the number of investigations conducted, the number of illicit activities found, and the number and type of enforcement actions taken.</p>						
<p><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>						
	<p><b>Reports of suspected illicit connections / discharges / dumping received</b></p>		2	PWK NPDES files, e-mails	PW staff, CE Officer	Brought into compliance
	<p><b>Reactive investigations of reports of suspected illicit discharges/ connections / dumping</b></p>		2	PWK NPDES files, e-mails	PW staff, CE Officer	Brought into compliance
	<p><b>Illicit discharges / connections / dumping found during a reactive investigation</b></p>		3	Code Enforcement records	Chris Elbon CE Off.	
	<p><b>Notices of Violation (NOVs) / warning letters / citations issued for illicit discharges / connections / dumping found during a reactive investigation</b></p>		3	Code Enforcement records	Chris Elbon CE Off.	1 verbal warning and voluntary compliance; 2 cases closed due lack of evidence to substantiate a violation
	<p><b>Fines issued for illicit discharges / connections / dumping found during a reactive investigation</b></p>		0	Code Enforcement records	Chris Elbon, Code Enforcement Officer	
<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. <b>Refresher training shall be provided annually.</b> 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>						
		<b>Initial Training</b>	<b>Refresher Training</b>			
	<b>Personnel trained</b>	1	15		PWK NPDES files	Sarasota County, Web based Training / Certificates
	<b>Contractors trained</b>	0				Sarasota County, Web based Training / Certificates Contractors may be obtaining training at County level or web based certification.

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity		Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
<b>Part III.A.7.d</b>	<b>Illicit Discharges and Improper Disposal — Spill Prevention and Response</b>					
<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. <b>Report on the spill prevention and response activities, including the number of spills addressed.</b></p> <p><i>DEP Note: The permittee may report the number of hazardous material spills separately from the number of non-hazardous material spills, or report one combined number, to more accurately reflect its tracking of these spills.</i></p>						
<b>Hazardous and non-hazardous material spills responded to</b>		13	Wintegrate Fire Department Call Records	Fire Dept Staff	12 reported, 6 were related to natural gas lines	
<p>During Year 1 of the permit, develop and implement a written plan for the training of all appropriate permittee personnel (including field crews, firefighters, fleet maintenance staff and inspectors) and contractors on proper spill prevention, containment, and response techniques and procedures. <b>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).</b></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>						
		<b>Initial Training</b>	<b>Refresher Training</b>			
<b>Personnel trained</b>		0	33		Fire Department Training records	Fire Dept. Staff Includes new staff.
<b>Contractors trained</b>		0	1			Fuel delivery contracted vendor.
<b>Part III.A.7.e</b>	<b>Illicit Discharges and Improper Disposal — Public Reporting</b>					
<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. <b>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).</b></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><i>DEP Note: IF APPLICABLE Sarasota County is to report the public education and outreach activities that it performed county-wide (and not just in the unincorporated areas of Sarasota County). The co-permittees are to report just the public education and outreach activities that they performed.</i></p>						
<b>Estimated percentage of the population reached by the activities in total</b>			Est. 3%	Public Works NPDES /CRS files	James Linkogle, PWKPM	No tracking of response to

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	Brochures/Flyers/Fact sheets distributed	+/-20	Public Works NPDES/CRS files	James Linkogle PWPM	effectiveness Annual Town Open House at North Fire Station brochures on display table
	Newsletters: Number of newsletters distributed	7962	Public Works NPDES /CRS files	James Linkogle, PWKPM, Alexandra Lowe-Mains PW Admin. Mngr.	Annual Summer Newsletter to all residents has flood, and stormwater information.
	Special events: Number conducted	1	Public Works NPDES/CRS files	James Linkogle PWPM	Annual Town Open House at North Fire Station display table
	Special events: Number of participants	+/-60	Public Works NPDES/CRS files	James Linkogle PWPM	Annual Town Open House at North Fire Station display table
	Web Site: Number of visitors to the stormwater-related pages	1	IT Dept. does not track hits		Town site has links and searches available
<b>Part III.A.7.f</b>	<b>Illicit Discharges and Improper Disposal — Oils, Toxics, and Household Hazardous Waste Control</b>				
	<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>				

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
<p><i>DEP Note: IF APPLICABLE Sarasota County is to report the public education and outreach activities that it performed county-wide (and not just in the unincorporated areas of Sarasota County). The co-permittees are to report just the public education and outreach activities that they performed.</i></p>					
	<p><b>Estimated percentage of the population reached by the activities in total</b></p>	40%	2850	Public Works Utility Bill notices, Alexandra Lowe- Mains PW Admin. Mngr.	We advertise for Island wide Collection day annually in each January
	<p><b>Household Chemical Collection Center Program: Amount of waste collected / recycled / properly disposed (tons)</b></p>	Qty. unknown	Waste Management Manatee County Solid Waste	Waste Management keeps collection records.	We did not receive report from Waste Management. on Haz Mat or e- scrap .
	<p><b>Household Chemical Collection Center Program: Events</b></p>	1	Manatee County Solid Waste	Manatee County	We advertise for Island wide Collection day annually in each January.
	<p><b>Newspapers &amp; newsletters: Number of articles/notices published</b></p>	1	Public Works NPDES	Public Works Alexandra Lowe- Mains	We advertise for Island wide Collection day annually
	<p><b>Special events: Number conducted</b></p>	1	Public Works NPDES/CRS files	James Linkogle PWPM	Annual Town Open House at North Fire Station display table
	<p><b>Special events: Number of participants</b></p>	+/-60	Public Works NPDES/CRS files	James Linkogle PWPM	Annual Town Open House at North Fire Station display table
	<p><b>Storm sewer inlets newly marked/replaced</b></p>	0	Public Works NPDES	Public Works Streets Dept Mark Richardson, Mark Kerr	Majority of Markers previously installed still in place.
	<p><b>Web Site: Number of visitors to the stormwater-related pages</b></p>	1	IT Dept. does not track hits		Town site has links and searches available

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
Part III.A.7.g	<b>Illicit Discharges and Improper Disposal — Limitation of Sanitary Sewer Seepage</b>				
<p>Annually review (and revise, as needed) and implement the permittee's written procedures to reduce or eliminate <u>sanitary wastewater contamination into the MS4</u>, including discharges to the MS4 from sanitary sewer overflows (SSOs) and from inflow / infiltration from collection / transmission systems and/or septic tank systems. Advise the appropriate utility owner of a violation if constituents common to wastewater contamination are discovered in the MS4. Report on the type and number of activities undertaken to reduce or eliminate SSOs and inflow/ infiltration, the number of SSOs or inflow / infiltration incidents found and the number resolved, and the name of the owner of the sanitary sewer system within the permittee's jurisdiction.</p> <p><i>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.</i></p> <p><i>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.</i></p> <p><i>DEP Note: Report only the SSOs and inflow / infiltration incidents into the MS4.</i></p>					
<p><b>Activity to reduce/eliminate SSOs and inflow / infiltration: Sanitary sewer pipe inspected for infiltration (linear feet)</b></p>		2847 lin. Ft.	Public Works Utilities	Joe Samblanet Utilities Service Worker	The town performs annual inspections of gravity sewer lines, CCTV inspections of gravity lines and laterals.
<p><b>Activity to reduce/eliminate SSOs and inflow / infiltration: Sanitary sewer pipe sealed, lined, and / or replaced (linear feet)</b></p>		2847 Lin. Ft.	Public Works Utilities	Joe Samblanet Utilities Service Worker	Conducted via various slip lining projects in identified areas as a result of inspections.
<p><b>Activity to reduce/eliminate SSOs and inflow / infiltration: Sanitary sewer line breaks repaired</b></p>		3	Public Works Utilities	Joe Samblanet Utilities Service Worker	Leaks or breaks at clean-out connections repaired.
<p><b>Activity to reduce/eliminate SSOs and inflow / infiltration: Emergency back up pumps added</b></p>		1	Public Works Utilities	John Michael, Utilities Crew Leader	Added mobile by-pass pump at 600 General Harris St

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	SSO incidents discovered	1	Public Works Utilities	Bert Warner Utilities Manager	Wastewater Line Brake at 5250 Gulf of Mexico Dr Pollution Notice #2939
	SSO incidents resolved	1	Public Works Utilities	Bert Warner Utilities Manager	Wastewater Line Brake at 5250 Gulf of Mexico Dr Pollution Notice #2939
	Inflow / infiltration incidents discovered	0	Public Works Utilities	Joe Samblanet Utilities Service Worker	
	Inflow / infiltration incidents resolved	0	Public Works Utilities	Joe Samblanet Utilities Service Worker	
	Name of owner of the sanitary sewer system				
	Town of Longboat Key Public Works Utilities				

**Part III.A.8.a Industrial and High-Risk Runoff — Identification of Priorities and Procedures for Inspections**

Continue to maintain an up-to-date inventory of all existing high risk facilities discharging into the permittee’s MS4. The inventory shall identify the outfall and surface water body into which each high risk facility discharges. For the purposes of this permit, high risk facilities include:

- Operating municipal landfills;
- Hazardous waste treatment, storage, disposal and recovery facilities;
- Facilities that are subject to EPCRA Title III, Section 313 (also known as the Toxics Release Inventory (TRI) maintained by the U.S. EPA); and
- Any other industrial or commercial discharge that the permittee determines is contributing a substantial pollutant loading to the permittee’s MS4. This could include facilities identified through the proactive inspection program as per Part III.A.7.c of the permit.

Report on the high risk facilities inventory, including the type and total number of high risk facilities and the number of facilities newly added each year. If a permittee relies on Sarasota County to conduct these activities on its behalf, the permittee shall obtain (and, upon request, Sarasota County shall make available) the necessary annual report information from the County.

*DEP Note: The TRI is updated every spring / summer by the U.S. EPA at [www.epa.gov/triexplorer](http://www.epa.gov/triexplorer). Select “Facility” on the left, chose your Geographic Location, and then select “Generate Report.” Please indicate in Column F when (month / year) you last checked EPA’s TRI for applicable facilities.*

During Year 1 of the permit, develop and implement a written plan for conducting inspections of high risk facilities to determine compliance with all appropriate aspects of the stormwater program. While the permittee may determine the order and frequency of the inspections, the permittee shall inspect each identified facility at least once during the permit term; however, facilities identified as high risk due to the findings of the proactive inspection program as per Part III.A.7.c of the permit shall be inspected annually. Report on the high risk facilities inspection program, including the number of inspections conducted and the number and type of enforcement

**SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE**

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<b>Part III.A.8.b</b>	<b>Industrial and High-Risk Runoff — Monitoring for High Risk Industries</b>																																																																						
<p>Sampling of the discharge to the stormwater system may be required on an as-needed basis in the event that inspections of high-risk facilities disclose suspected illicit discharges to the MS4. New high-risk industrial facilities as defined in 40 CFR 122.26(d)(2)(iv)(C) must be evaluated to determine if the new discharge is contributing a substantial pollutant load to the MS4. The evaluation may include site-specific monitoring. Report the number of high risk facilities sampled.</p>																																																																							

**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
	High risk facilities sampled	0			The Town has no high risk facilities
<b>Part III.A.9.a</b>	<b>Construction Site Runoff — Site Planning and Non-Structural and Structural Best Management Practices</b>				
	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. <b>Report the number of permittee and private pre-construction site plans reviewed for stormwater, erosion, and sedimentation controls, and the number approved.</b> <i>DEP Note: Please provide an explanation in Column F for any "0" reported in Column C.</i>				
	PERMITTEE SITES: Construction site plans reviewed	0	BSA Permit Files	Planning Zoning Building Dept. Construction Permitting Files	No Permittee Construction To Report
	PERMITTEE SITES: Construction site plans approved	0	BSA Permit Files	Planning Zoning Building Dept. Construction Permitting Files	No Permittee Construction To Report
	PRIVATE SITES: Construction site plans reviewed	427	BSA Permit Files	Planning Zoning Building Dept. Construction Permitting Files	
	PRIVATE SITES: Construction site plans approved	427	BSA Permit Files	Planning Zoning Building Dept. Construction Permitting Files	
	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. <b>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.</b> <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>				
	Notified of ERP stormwater permit requirements	0	BSA Permit Files	Planning Zoning Building Dept. Construction Permitting Files	
	Confirmed ERP coverage	0	BSA Permit Files	Planning Zoning Building Dept. Construction Permitting Files	
	Notified of CGP stormwater permit requirements	0	BSA Permit Files	Planning Zoning Building Dept. Construction	

**SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE**

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity	Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
	<b>Confirmed CGP coverage</b>	0	BSA Permit Files	Permitting Files Planning Zoning Building Dept. Construction Permitting Files	
<b>Part III.A.9.b</b>	<b>Construction Site Runoff — Inspection and Enforcement</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 accurately reflect its particular initial enforcement activity, if necessary.</i></p> <p><i>DEP Note: Refer to Part III.A.9.b of the permit for what must be included in the construction site inspection program plan. Please provide the title of the attached plan in Column D and the name of the entity who finalized the plan in Column E.</i></p>				
	<b>PERMITTEE SITES: Active construction sites</b>	0	Construction Files	PW & Planning Zoning Building Dept. Inspectors	No construction files for 2018
	<b>PERMITTEE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs</b>	0	Construction Files	PW & Planning Zoning Building Dept. Inspectors	No construction files for 2018
	<b>PERMITTEE SITES: Percentage of active construction sites inspected</b>	0	Construction Files	PW & Planning Zoning Building Dept. Inspectors	No construction files for 2018.
	<b>PRIVATE SITES: Active construction sites</b>	427	BSA Permit Files	Planning Zoning Building Dept. Inspectors.	Quantity based on BO report insp. record for each type or trade
	<b>PRIVATE SITES: Inspections of active construction sites for proper stormwater, erosion and sedimentation BMPs</b>	1096	BSA Permit Files	Planning Zoning Building Dept. Inspectors.	Quantity based on BO report insp. record for each type or trade.

**SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE**

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity			Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments	
	<b>PRIVATE SITES: Percentage of active construction sites inspected</b>			100%	BSA Permit Files	Planning Zoning Building Dept. Inspectors		
	<b>Red Tags issued</b>			6	NPDES E-mail records	Planning Zoning Building Dept. Construction Permitting Files	Brought into compliance	
	<b>Notices of Violation (NOVs) issued</b>			5	NPDES E-mail records	Planning Zoning Building Dept. Construction Permitting Files	Complied with request for corrections to BMP's	
	<b>Stop Work Orders issued</b>			6	NPDES E-mail records	Planning Zoning Building Dept. Construction Permitting Files	Complied with request for corrections to BMP's	
	<b>Fines issued</b>			0			All complied	
	<b>Year 1 ONLY: Attach the written construction site inspection program plan</b>				Planning Zoning Building Dept. Files	Planning Zoning Building Dept. Construction Permitting Files	Submitted in Year One	
<b>Part III.A.9.c</b>	<b>Construction Site Runoff — Site Operator Training</b>							
	<p>During Year 1 of the permit, develop and implement a written plan for stormwater training / outreach for construction site plan reviewers, site inspectors and site operators. Provide training for permittee personnel (employed by <u>or under contract with</u> the permittee) 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. <b>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.</b></p> <p><b>DEP Note:</b> 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.</p> <p><b>DEP Note:</b> 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. <b>Private site operator training can include pre-construction meetings.</b></p>							
		<b>Certification Training</b>	<b>Initial Training (non-certification)</b>	<b>Refresher Training</b>				
	<b>Permittee construction site inspectors</b>	0		3			Via review of Power Point Presentation	Review of FSA Level 1 Stormwater Operators

**SECTION VII. STORMWATER MANAGEMENT PROGRAM (SWMP) SUMMARY TABLE**

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Permit Citation/ SWMP Element	Permit Requirement/Quantifiable SWMP Activity				Number of Activities Performed	Documentation / Record	Entity Performing the Activity	Comments
								Certification Course
	Permittee construction site plan reviewers			1			Via review of Power Point Presentation	
	Permittee construction site operators		0	3				2 new development reviews.
	Private construction site operators		0	2				Informal Pre-Construction Meetings

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

Permit Citation/ SWMP Element	SWMP EVALUATION	
A.	<b>Part II.A.1 Structural control inspection and maintenance</b>	Strengths: The majority of the Town stormwater system is catch basin to outfalls within 100 feet.
		Weaknesses: The majority of the stormwater systems within the Town are privately maintained. The Town monitors but does not collect records. Any potential impacts are immediate due to direct outfall in many locations.
		SWMP Revisions to address deficiencies: None
	<b>Part II.A.2 Significant redevelopment</b>	Strengths: The Town is 95% to 98% developed. Most redevelopment is smaller scale parcels and individual lots. Town making improvements on review process for BMPs and Drainage Improvements on individual lots.
		Weaknesses: Undetermined. Most redevelopment occurs within individual lot/parcel boundaries.
		SWMP Revisions to address deficiencies: None
	<b>Part II.A.3 Roadways</b>	Strengths: The major thorough fare road is FDOT right of way, State Road 789, Town streets are swept quarterly, only 36 curb miles total.
		Weaknesses: None
		SWMP Revisions to address deficiencies: None
	<b>Part II.A.4 Flood control</b>	Strengths: The Town is currently looking into long term studies/plans to address sea-level rise vulnerability. Town is highly rated for National Flood Insurance Program activities.

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

		Weaknesses: The Town is a Coastal Barrier Island that lies completely within a Special Flood Hazard Area per FEMA Flood Insurance Rate Maps.
		SWMP Revisions to address deficiencies: None
<b>Part II.A.5 Waste TSD Facilities</b>		Strengths: The Town has no temporary storage or waste facilities.
		Weaknesses: None
		SWMP Revisions to address deficiencies: None
		Strengths: The Fertilizer Management Code has been in effect since 2008. Town is working with co-permittees to assess the impacts of fertilizer runoff on recent red tide algae blooms.
		Weaknesses: Hard to control, primarily done state wide via retail outlets for seasonal applications.
<b>Part II.A.6 Pesticide, herbicide, fertilizer application</b>		SWMP Revisions to address deficiencies: None
		Strengths: The Town in general experiences very few incidents and or reports.
		Weaknesses: The Town has experienced staffing changes.
<b>Part II.A.7 Illicit Discharge Detection and Elimination</b>		SWMP Revisions to address deficiencies: Improve Public Outreach and Training opportunities and coordinate with County.
		Strengths: The Town has no High Risk Industrial facilities.
		Weaknesses: None
<b>Part II.A.8 High Risk Industry Runoff</b>		SWMP Revisions to address deficiencies: None
		Strengths: The Town has incorporated required inspections for each and any type of inspection request for every new construction permit issued.
		Weaknesses: Coordination with inter-departmental responsibilities, still in process of upgrading and replacing entire computerized management systems.
<b>Part II.A.9 Construction Site Runoff</b>		SWMP Revisions to address deficiencies: None

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

<b>A.</b>	<b>Permit Citation/ SWMP Element</b>	<p><b>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.</b></p> <p><i>DEP Note: There may be changes deemed necessary after developing / reviewing your plans and SOPs as per Part III.A of the permit, after completing your SWMP evaluation as per Part VI.B.2 of the permit, or due to a TMDL / BMAP as per Part VIII.B of the permit.</i></p>
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**SECTION IX. CHANGES TO THE STORMWATER MANAGEMENT PROGRAM (SWMP) ACTIVITIES (Not Applicable In Year 4)**

<b>B.</b>	<b>Permit Citation/ SWMP Element</b>	<b>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)</b> <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>

## CHECKLIST A: ATTACHMENTS TO BE SUBMITTED WITH THE ANNUAL REPORTS

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

Attached	N/A	Rule / Permit Citation	Required Attachment	Attachment Number	Attachment Title
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part II.F	<b>EACH ANNUAL REPORT:</b> If program resources have decreased from the previous year, a discussion of the impacts on the implementation of the SWMP.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.1	<b>EACH ANNUAL REPORT:</b> An explanation of why the minimum inspection frequency in Table II.A.1.a was not met, if applicable.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.4	<b>EACH ANNUAL REPORT:</b> A list of the flood control projects that did <u>not</u> include stormwater treatment and an explanation for each of why it did not, if applicable.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.7.a	<b>EACH ANNUAL REPORT:</b> A report on amendments / changes to the legal authority to control illicit discharges, connections, dumping, and spills, if applicable.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part V.B.9	<b>EACH ANNUAL REPORT:</b> Reporting and assessment of monitoring results. <b>[Also addressed in Section III of the Annual Report Form]</b>	See Sec III	Included as Attachment B and C in Sarasota County Report
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VI.B.2	<b>EACH ANNUAL REPORT:</b> An evaluation of the effectiveness of the SWMP in reducing pollutant loads discharged from the MS4 that, <u>at a minimum</u> , must include responses to the questions listed in the permit.	See Sec VIII	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VIII.B.3.e	<b>EACH ANNUAL REPORT:</b> A status report on the implementation of the requirements in this section of the permit and on the estimated load reductions that have occurred for the pollutant(s) of concern.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VIII.B.4.f	<b>EACH ANNUAL REPORT after approval of the BPCP:</b> The status of the implementation of the Bacterial Pollution Control Plan (BPCP).		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.1	<b>YEAR 1:</b> An inventory of all known major outfalls and a map depicting the location of the major outfalls (hard copy or CD-ROM).	Submitted Yr. 1	Submitted Year 1
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.3	<b>YEAR 1:</b> 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.		Submitted Year 1
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.6	<b>YEAR 1 or YEAR 2:</b> A copy of the adopted Florida-friendly Ordinance, if applicable.	Submitted Yr. 1	Submitted Year 1
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.7.c	<b>YEAR 1:</b> A proactive illicit discharge / connection / dumping inspection program plan.	Submitted Yr. 1	Submitted Year 1
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.9.b	<b>YEAR 1:</b> A construction site inspection program plan. <b>[For approval by DEP]</b>	Submitted Yr. 1	Submitted Year 1
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.2	<b>YEAR 2:</b> A summary report of a review of codes and regulations to reduce the stormwater impact from new development / redevelopment.	Submitted in Year 2	Submitted in Year 2.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part V.A.2	<b>YEAR 3:</b> Estimates of annual pollutant loadings and EMCs, and a table comparing the current calculated loadings with those from the previous two Year 3 ARs.	Submitted Yr. 3	Submitted in Yr. 3

<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part III.A.2	<b>YEAR 4:</b> A follow-up report on plan implementation of changes to codes and regulations to reduce the stormwater impact from new development / redevelopment.	Attachment as Appendix A	Submitted Year 4 as Attachment A as Appendix A,
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part V.A.3	<b>YEAR 4:</b> If the total annual pollutant loadings have not decreased over the past two permit cycles, revisions to the SWMP, as appropriate.	Attachment as Appendix G	Submitted Year 4 as Attachment as Appendix G, and included as part of Sarasota County Report
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part V.B.3	<b>YEAR 4:</b> The monitoring plan (with revisions, if applicable).	Attachment as Appendix "C"	Submitted Year 4 as Attachment as Appendix C, and included as part of Sarasota County Report
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VII.C	<b>YEAR 4:</b> An application to renew the permit.	Attachment as Appendix "H"	Submitted Year 4 as Attachment H as Appendix H, and included as part of Sarasota County
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Part VIII.B.3.d	<b>YEAR 4:</b> A TMDL Implementation Plan / Supplemental SWMP.		N/A Longboat Key has no TMDL

### 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 & <u>no revision needed</u> to existing SOP / Plan	Reviewed & <u>revised</u> existing SOP / Plan	Permit Citation	Description of Required SOPs / Plans
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.2	SOP for development project review and permitting procedures and/or local codes and regulations for new development / areas of significant development.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.3	SOP for the litter control program.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.3	SOP for the street sweeping program.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.3	SOP for inspections of equipment yards and maintenance shops that support road maintenance activities.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<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"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.6	Plan for public education and outreach on reducing the use of pesticides, herbicides and fertilizer.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.6	SOP for reducing the use of pesticides, herbicides and fertilizer, and for the proper application, storage and mixing of these products.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.c	Plan for proactive illicit discharge / connections / dumping inspections.*

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.c	SOP for reactive illicit discharge / connections / dumping investigations.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.c	Plan for illicit discharge training.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.d	SOP for spill prevention and response efforts.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.d	Plan for spill prevention and response training.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.e	Plan for public education and outreach on how to identify and report the illicit discharges and improper disposal to the MS4.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.f	Plan for public education and outreach on the proper use and disposal of oils, toxics and household hazardous waste.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.7.g	SOP to reduce / eliminate sanitary wastewater contamination of the MS4.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Part III.A.8	SOP for inspections of high risk industrial facilities.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.9.a	SOP for construction site plan review for stormwater, erosion and sedimentation controls, and ERP and CGP coverage.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.9.b	Plan for inspections of construction sites.*
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part III.A.9.c	Plan for stormwater, erosion and sedimentation BMPs training.

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

<b>REMINDER LIST OF THE TMDL / BMAP REPORTS TO BE SUBMITTED <u>SEPARATELY</u> FROM AN ANNUAL REPORT</b>		
<b>Rule / Permit Citation</b>	<b>Report Title</b>	<b>Due Date</b>
Part VIII.B.3.a	<b>6 MONTHS from effective date of permit:</b> TMDL Prioritization Report.	7/1/19
Part VIII.B.3.b	<b>12 MONTHS from effective date of permit:</b> TMDL Monitoring and Assessment Plan.	1/1/20
Part VIII.B.3.c	<b>6 MONTHS from receiving analyses from the lab:</b> TMDL Monitoring Report.	TBD
Part VIII.B.4	<b>30 MONTHS from start date per TMDL Prioritization Report:</b> A Bacterial Pollution Control Plan (BPCP).	TBD

**END OF REVISED TAILORED MS4 AR FORM  
CYCLE 3 PERMIT**