



Florida Department of  
Environmental Protection  
Bob Martinez Center  
2600 Blair Stone Road  
Tallahassee, Florida 32399-2400

Rick Scott  
Governor

Jennifer Carroll  
Lt. Governor

Herschel T. Vinyard Jr.  
Secretary

November 19, 2012

Sent via E-post

James V. Chisholm  
City Manager  
City of Daytona Beach  
P.O. Box 2451  
Daytona Beach, FL 32114

Subject: City of Daytona Beach Phase II Municipal Separate Storm Sewer System (MS4)  
NPDES Permit ID Number FLR04E011 (Cycle 3)  
**Notice of Renewed Permit Coverage**

Dear Mr. Chisholm:

The Florida Department of Environmental Protection has received and processed your submittal of the *Notice of Intent to Use Generic Permit for Discharge of Stormwater from Phase II Municipal Separate Storm Sewer Systems* (NOI) and the applicable permit processing fee for renewal of coverage under the Phase II MS4 Generic Permit.

This letter serves to acknowledge that your NOI is complete. The determination of a complete NOI means that your MS4 continues to be covered under the Phase II MS4 Generic Permit. **Your renewed coverage under this permit is effective as of April 1, 2013 and will expire on March 31, 2018.** Your permit identification number remains the same.

This letter is not a permit. Coverage under the Phase II MS4 Generic Permit allows your MS4 to discharge stormwater provided that you implement the Stormwater Management Program (SWMP) included as Appendix A of your NOI and comply with all requirements of the Phase II MS4 Generic Permit. A copy of the permit is available online at [http://www.dep.state.fl.us/water/stormwater/npdes/docs/Phase\\_II\\_MS4\\_GP.pdf](http://www.dep.state.fl.us/water/stormwater/npdes/docs/Phase_II_MS4_GP.pdf) or you may obtain a hard copy by contacting the NPDES Stormwater Section. Please review it carefully so that you may understand your obligations under the permit.

Please note that annual reports summarizing your SWMP implementation efforts are required only for Years 2 and 4 of your five-year permit coverage term, as follows:

- The Year 2 Annual Report should cover the 12-month period from April 1, 2014 through March 31, 2015 and is due by September 30, 2015.

- The Year 4 Annual Report should cover the 12-month period from April 1, 2016 through March 31, 2017 and is due by September 30, 2017.

If you have any questions, please contact Heather Ritchie by phone at (850) 245-7523 or by email at [heather.ritchie@dep.state.fl.us](mailto:heather.ritchie@dep.state.fl.us) or Kathleen Downey by phone at (850) 245-8667 or by e-mail at [kathleen.downey@dep.state.fl.us](mailto:kathleen.downey@dep.state.fl.us).

Sincerely,

A handwritten signature in cursive script that reads "Eric H. Livingston".

Eric H. Livingston  
Program Administrator  
NPDES Stormwater Section

EHL/kd



**SECTION II. SHARING RESPONSIBILITY**

You may rely on another entity to satisfy some or all of your permit obligations if the conditions in Part IX of the MS4 GP are met. Another entity may implement one or more of the measures and/or a component of a measure on your behalf. You may rely on another entity to satisfy all permit obligations (including annual reporting) but only if the entity is permitted under Chapter 62-624, F.A.C. Note the following:

- You will remain responsible for compliance with your permit obligations if the other entity(ies) fails to implement the control measure(s) or a component thereof on your behalf. You must establish a written agreement with the other entity(ies) before submitting this NOI.

A.	1.	Has another entity, regulated under Chapter 62-624, F.A.C., agreed to implement <u>all</u> of your permit obligations on your behalf? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
	If yes, complete Section II.A.2. If no, skip to Section II.B.			
	2.	Name of Entity:		
		Contact Name:		
		Title:		
		Department:		
		Mailing Address:		
		City:	Zip Code:	County:
		Telephone Number:		
	E-mail Address:			

B.	1.	Has another entity agreed to implement one or more of the minimum control measures (or a component thereof) on your behalf? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	If yes, complete Sections II.B.2. and II.B.3. (See the note below for any additional entities)		
	2.	Control measure(s) or component of a control measure to be implemented by the other entity: 2a3 Clean Up Events	
	3.	Name of Entity: Volusia County	
		Contact Name: Stacey Bell	
		Title: HCP Field Program Manager	
		Department: Environmental Management	
		Mailing Address: 123 W. Indiana Ave.	
		City: DeLand	Zip Code: FL
Telephone Number: 386-238-4716			
E-mail Address: sbell@co.volusia.fl.us			

Note: For each additional entity sharing stormwater management program responsibilities with you, provide on a separate sheet the information requested in Sections II.B.2. and II.B.3. Title the sheet "Section II.B: Additional Entities Information" and

**SECTION III. RECEIVING WATERS**

Identify the named receiving waterbodies to which your Phase II MS4 discharges. Include all such waterbodies known to you at the time of this application:

Halifax River	_____	_____
Tomoka River	_____	_____
Atlantic Ocean	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**SECTION IV. MINIMUM CONTROL MEASURES**

**A.** Complete the Phase II MS4 Stormwater Management Program (SWMP) Elements Form in Appendix A for each minimum control measure described in Part VI. of the MS4 GP, except the Post-construction Stormwater Management in New Development and Redevelopment minimum control measure if you have chosen the qualifying alternative program option for this measure under Part X. of the permit. If you choose, however, to implement BMPs for the Post-construction measure, please complete a SWMP Elements Form for the measure.

Include in the SWMP Elements Form all best management practices (BMPs) currently in place or planned for each element of each minimum control measure. There is no limit to the number of BMPs you may include. Make copies of the form as necessary to accommodate all of your BMPs. The completed forms, in their entirety, will be considered by the Department to be the outline of your proposed stormwater management program. Attach all completed forms to this NOI.

**B.** Provide the total number of pages of SWMP Elements Forms that are attached to this NOI for each minimum control measure:

<u>Minimum Control Measure</u>	<u># of Pages</u>
Public Education and Outreach as to Stormwater Impacts	1
Public Involvement/Public Participation	1
Illicit Discharge Detection and Elimination	3
Construction Site Stormwater Runoff Control	3
Post-construction Stormwater Management in New Development and Redevelopment	0
Pollution Prevention/Good Housekeeping for Municipal Operations	2

**SECTION V. MATERIALS TO BE SUBMITTED WITH THIS NOI**

Only the following materials are to be submitted to the Department along with your fully completed and signed NOI (check the appropriate box to indicate whether the item is attached or is not applicable):

- |                                     |                          |  |
|-------------------------------------|--------------------------|--|
| <u>Attached</u>                     | <u>N/A</u>               |  |
| <input type="checkbox"/>            |                          | The permit application fee, as prescribed by Rule 62-4.050(4)(d)(6), F.A.C. Make all check and money orders payable to the Florida Department of Environmental Protection.   |
| <input checked="" type="checkbox"/> |                          | A fully completed Phase II MS4 Stormwater Management Program Elements Form (see Appendix A) for <u>each</u> minimum control measure except the Post-construction Stormwater Management in New Development and Redevelopment minimum control measure if you have chosen the qualifying alternative program option for this measure under Part X. of the MS4 GP. |
| <input type="checkbox"/>            | <input type="checkbox"/> | Additional entities information, as required under the note in Section II.B. of this NOI.  |

**DO NOT SUBMIT ANY OTHER MATERIALS** (such as your complete Stormwater Management Plan, ordinances, storm sewer map, public outreach, etc.)

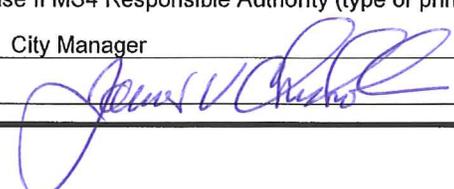
**SECTION VI. CERTIFICATION STATEMENT AND SIGNATURE**

*The Responsible Authority listed in Section I.B. of this NOI must sign the following certification statement:<sup>1</sup>*

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): James V. Chisholm

Title: City Manager

Signature:  Date: 10 / 16 / 2012

<sup>1</sup> Signatory requirements are contained in Rule 62-620.305, F.A.C.

**INSTRUCTIONS FOR APPENDIX A  
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

**General Instructions**

- Complete this form for each minimum control measure described in Part VI. of the Generic Permit for Discharge of Stormwater from Phase II Municipal Separate Storm Sewer Systems ("MS4 GP") provided in Rule 62-621.300(7)(a), F.A.C., except the Post-construction Stormwater Management in New Development and Redevelopment minimum control measure if you have chosen the qualifying alternative program option for this measure under Part X. of the permit. If you choose, however, to implement BMPs for the Post-construction measure, please complete a SWMP Elements Form for the measure.
- Include all best management practices (BMPs) currently in place or planned for each element of each minimum control measure. There is no limit to the total number of BMPs you may include.
- Make copies of the form as necessary to accommodate all of your BMPs.
- The completed forms, in their entirety, will be considered by the Department to be the outline of your proposed stormwater management program. Attach the forms to the NOI and submit to the Department at the address provided on the NOI.
- **Please print or type information in the appropriate areas of this form.**

**Section A.I: MINIMUM CONTROL MEASURE**

- Indicate which minimum control measure the BMPs in Section A.II. address. Check only one measure. Use a separate form for each measure.

**Section A.II: BEST MANAGEMENT PRACTICES**

- Include BMPs only for the measure you have identified in Section A.I. The Department encourages the use of the Florida Land Development Manual: A Guide to Sound Land and Water Management (FDER, 1988) and the U.S. Environmental Protection Agency's National Menu of Best Management Practices for Storm Water Phase II in developing Phase II stormwater management programs. Both are available from the Department.
- Element ID: Table 1 below includes all the minimum control measure elements required under Part IV. of the MS4 GP. Using Table 1, identify which element of the minimum control measure each BMP addresses. For example, a BMP addressing the procedures for site plan review under the Construction Site Stormwater Runoff Control Minimum Control Measure would be labeled as "4d." You must include at least one BMP for each element.
- BMP Number: For each minimum control measure, number the BMPs starting with 01 and continue the numbering in sequential order on any additional forms for the measure. The numbering of the BMPs is for reference purposes only and does not provide additional weight to, nor prioritize, one BMP over another.
- Measurable Goals: List the measurable goal(s) for each BMP. You must include at least one measurable goal for each BMP and may include as many as necessary for the BMP – you are not limited to the four lines provided on the form.
- Schedule for Implementation/Completion: For each measurable goal, include the year each action will be implemented and, as applicable, the interim milestones, completion date, or planned frequency of the action.
- Responsible Entity/Department: Include the name of the entity (if other than the Phase II MS4 Operator) or of the internal department (if it is the Phase II MS4 Operator) responsible for implementing or coordinating each BMP.

**Page Numbering**

- Once this form has been completed for each minimum control measure, place the forms in an order corresponding to the order of the measures in Table 1 (below) and number the forms accordingly at the bottom of each.

**Table 1: Minimum Control Measure Required Elements**

Element ID	Description of Minimum Control Measure Required Elements
1a	<b>1. Public Education and Outreach Minimum Control Measure:</b> a) Implement a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of stormwater discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff.
2a	<b>2. Public Participation/Involvement Minimum Control Measure:</b> a) Comply with State and local public notice requirements when implementing a public involvement/public participation program.
3a	<b>3. Illicit Discharge Detection and Elimination Minimum Control Measure:</b> a) Develop, if not already completed, a storm sewer system map, showing the location of all known outfalls and the names and location of all surface waters of the State that receive discharges from those outfalls.
3b	b) To the extent allowable under State or local law, effectively prohibit through ordinance, or other regulatory mechanism, of non-stormwater (i.e., "illicit") discharges into the storm sewer system and implement appropriate enforcement procedures and actions.
3c	c) Develop and implement a plan to detect and eliminate non-stormwater discharges, including illegal dumping, to the MS4.
3d	d) Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste.
4a	<b>4. Construction Site Stormwater Runoff Control Minimum Control Measure:</b> a) Develop and implement, to the extent allowable under State or local law, an ordinance or other regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance, to reduce pollutants in any stormwater runoff to the Phase II MS4 from construction activities that result in a land disturbance of greater than or equal to one acre. Reduction of pollutants associated with stormwater discharges from construction activity disturbing less than one acre must also be included if that construction activity is part of a larger common plan of development or sale that would disturb one acre or more.
4b	b) Develop and implement requirements for construction site operators to implement appropriate erosion and sediment control best management practices.
4c	c) Develop and implement requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality.
4d	d) Develop and implement procedures for site plan review that incorporate consideration of potential water quality impacts.
4e	e) Develop and implement procedures for receipt and consideration of information submitted by the public.
4f	f) Develop and implement procedures for site inspection and enforcement of control measures.
5a	<b>5. Post-construction Stormwater Management in New Development and Redevelopment Minimum Control Measure: NOT REQUIRED IF USING QUALIFIED ALTERNATIVE PROGRAM</b> a) Use an ordinance or other regulatory mechanism, to the extent allowable under State or local law, to address from post-construction runoff from new development and redevelopment projects that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale, that discharge into the Phase II MS4. The program must require that controls be in place that would prevent or minimize water quality impacts from new development or redevelopment.
5b	b) Develop and implement strategies that include a combination of structural and/or non-structural best management practices (BMPs) appropriate for the community.
5c	c) Require adequate long-term operation and maintenance of BMPs.
6a	<b>6. Municipal Operation Pollution Prevention and Good Housekeeping Minimum Control Measure:</b> a) Develop and implement an operation and maintenance program that has the ultimate goal of preventing or reducing pollutant runoff from MS4 operator activities, such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance.
6b	b) Using training materials that are available from EPA, the Department, or other organizations, include employee training to prevent and reduce stormwater pollution from MS4 operator activities.

**APPENDIX A  
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

**SECTION A.I. MINIMUM CONTROL MEASURE (check only one)**

1. Public Education and Outreach  
 2. Public Involvement/Participation  
 3. Illicit Discharge Detection/Elimination  
 4. Construction Site Stormwater Runoff Control  
 5. Post-construction Stormwater Management (optional)  
 6. Pollution Prevention/Good Housekeeping

**SECTION A.II. BEST MANAGEMENT PRACTICES (BMPs) For The Minimum Control Measure Identified In Section A.I. Of This Form**

Element ID	BMP Number	BEST MANAGEMENT PRACTICES (BMPs) For The Minimum Control Measure Identified In Section A.I. Of This Form			
		A Description of BMP	B Measurable Goal(s)	C Schedule for Implementation/Completion	D Responsible Entity/Department
1a	1	<p><b>Public Education/Outreach</b></p> <p>Make information available to the public through the use of brochures, website, ECurrents, utility bill mail outs, the City's municipal bi-annual news letter and Channel 199 regarding topics such as water quality, water conservation, stormwater runoff and pollution.</p>	<p>1. Document and report the number and types of materials distributed</p> <p>2. Document and report an estimated audience receiving the newsletter</p>	<p>Years 1-5</p> <p>Year 1-5</p>	<p>Susan Carbone- City Manager's Office- Channel 199, ECurrents, Utility Bill Mailout</p> <p>Kimberly Dixon-Utilities Content</p> <p>John Clary- IT Website Counts WQ, water conservation, stormwater runoff, pollution prevention</p> <p>Ingrid Owens- Utilities Municipal News</p>
1a	2	<p><b>Website</b></p> <p>Information about the City's stormwater pollution prevention practices will be posted on the City's website in order to promote awareness for the general public. The City will include links to other groups and programs' websites such as FDEP NPDES Stormwater web page and Volusia County's Environmental Management web page for additional information specific to the NPDES program</p>	<p>1. Document and report the number of hits on web page(s) containing stormwater pollution information, IDDE and how to report dumping.</p>	<p>Years 1-5</p>	<p>John Clary- IT Website Counts stormwater pollution information, IDDE and how to report illegal dumping.</p> <p>Susan Carbone, PIO for content</p>
1a	3	<p><b>Storm Drain Stenciling</b></p> <p>The City has an ongoing program to attach a marker to curbs within the community. The 2.5-inch diameter marker shows either a picture of a manatee or a dolphin and states "No Dumping, Drains to River". The City has started adding the markers to known stormwater problem areas and will continue to add the markers to other areas of the City.</p>	<p>1. Document and report the number of markers installed each year.</p>	<p>Year 1-5</p>	<p>Robert Manchester- Utilities Stormwater Operations</p>

Page # 6 of 15 total pages of SWMP Elements Forms attached to the NOI

**APPENDIX A  
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

**SECTION A.I. MINIMUM CONTROL MEASURE (check only one)**

1. Public Education and Outreach  
 2. Public Involvement/Participation  
 3. Illicit Discharge Detection/Elimination  
 4. Construction Site Stormwater Runoff Control  
 5. Post-construction Stormwater Management (optional)  
 6. Pollution Prevention/Good Housekeeping

**SECTION A.II. BEST MANAGEMENT PRACTICES (BMPs) For The Minimum Control Measure Identified In Section A.I. Of This Form**

Element ID	BMP Number	A Description of BMP	B Measurable Goal(s)	C Schedule for Implementation/Completion	D Responsible Entity/Department
—	1	Public Meetings Hold Public Meetings concerning the Stormwater Management Program	1. Document and report the number of SWMP related meetings held 2. Document and report the number of SWMP related meeting attendees	Years 1-5 Year 1-5	Kimberly Dixon, Utilities Susan Carbone, PIO
—	2	Public Comments The City of Daytona Beach receives calls 24 hours a day at the City Manager's office for the residents to report any problems or ask questions. Calls are then forwarded to the appropriate department for action. Maintain a mechanism which provides the public an opportunity to report stormwater issues via website or telephone; document the issue and actions taken.	1. Document and report the number of calls to the CM office regarding stormwater issues 2. Document and report the number of complaints from the website and telephone regarding storm water issues 3. Document and report the number of issues resolved	Years 1-5 Years 1-5 Years 1-5	Ingrid Owens Utilities (Trac EZ) Managers Office complaints Forest Willis- Telephone and website complaints (Hyperweb) John Clary IT
—	3	Clean-up Events The City participates in annual river and coastal cleanup events organized by Volusia County. The City solicits volunteers and advertises the events on the City website and electronic newsletter.	1. Document and report the amount of trash collected during events 2. Document and report the number of volunteers 3. Document and report the number of E Mail addresses E Current goes to	Year 1-5 Years 1-5 Years 1-5	Stacey Bell, Volusia County Susan Carbone, E Currents

Page # 1 of 15 total pages of SWMP Elements Forms attached to the NOI

**APPENDIX A  
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

**SECTION A.I. MINIMUM CONTROL MEASURE (check only one)**

1. Public Education and Outreach  
 2. Public Involvement/Participation  
 3. Illicit Discharge Detection/Elimination  
 4. Construction Site Stormwater Runoff Control  
 5. Post-construction Stormwater Management (optional)  
 6. Pollution Prevention/Good Housekeeping

**SECTION A.II. BEST MANAGEMENT PRACTICES (BMPs) For The Minimum Control Measure Identified In Section A.I. Of This Form**

A		B	C	D	
Element ID	BMP Number	Description of BMP	Measurable Goal(s)	Schedule for Implementation/Completion	Responsible Entity/Department
---		<p><b>Update Storm Sewer System Map</b></p> <p>The City along with other municipalities and FDOT have prepared a map showing the estimated waters of the United States (U.S.) parcel maps, and the Year 2004-digital orthophoto quadrangle (DOQ) maps available from SJRWMD. The mapping was done using the North American Datum 1927 (NAD 27), Florida east datum. The City will update existing inventory and map as additional outfalls are created</p>	<p>1.Document and Report Total Number of Outfalls Mapped</p>	<p>Year 1-5</p>	<p>Sam Tomarelli-Utilities</p>
3a	1				
---		<p><b>Develop and inventory of City owned and maintained structures to include linear feet of conveyance (swales or pipes), number of inlets/catch basins, number of retention/detention ponds</b></p>	<p>1.Document and report the length of conveyance system (pipes or swales)                  2. Document and report the number of inlets/catch basins                  3.Document and report the number of retention/detention ponds</p>	<p>Year 1-5                  Year 1-5                  Year 1-5</p>	<p>Nancy Lenz                  Bob Manchester</p>
3a	02				
---		<p><b>Stormwater Pollution Prohibition Ordinances</b></p> <p>Maintain the City's Code of Ordinances and Land Development Code that provide the City the authority to prohibit stormwater pollution.</p> <p>Specifically, the City's Land Development Code Article 7 adopted by Ordinance 01-136 April 2001 &amp; 93-187 controls the unpermitted discharge of non-stormwater into the storm sewer system.</p>	<p>1.Document and report any changes to the IDDE Ordinance                  2.Document and report any changes to the Public Sewer Ordinance</p>	<p>Year 1-5</p>	<p>Kimberly Dixon-Utilities                  Robin Cook Utilities</p>
3b	1				

		<ul style="list-style-type: none"> <li><a href="http://www.ci.daytona-beach.fl.us/cityhall/city_clerk/Agenda%202008/09-17-08/MV.pdf">http://www.ci.daytona-beach.fl.us/cityhall/city_clerk/Agenda%202008/09-17-08/MV.pdf</a></li> </ul> <p>Similarly, Chapter 78 Solid Waste prohibits littering into the stormwater system. Highlights of these codes are presented below:</p> <ul style="list-style-type: none"> <li>Land Development Code, Article 7 Environmental Requirements, Section 6.5 Use of Public Sewers Required</li> </ul> <p>Code of Ordinances, Chapter 78 Solid Waste, Section 78-4 Littering, Depositing, Refuse in Unauthorized Places</p>	3. Document and report any changes to the Solid Waste Ordinance		Tim Fauvelle- Solid Waste
3c	2	<p><b>Identification, Detection, and Elimination of Illicit Discharge Sources</b></p> <p>The City will develop a written plan to detect and eliminate non-stormwater discharges including illegal dumping to the MS4. The written plan will be developed during Year 1 and available for review upon request. Continue to implement an Identification, Detection and Elimination Plan and Procedures to detect and eliminate illicit discharges to any component of the MS4 system (e.g., catch basins, swales/ditches, Cont'd treatment ponds, etc.) The City will conduct periodic investigations of illegal discharges and dumping to its MS4.</p>	<p>1. Document and report number of Proactive illegal dumping inspections performed in high risk areas of the City.</p> <p>Year 1-5</p> <p>2. Document and report the number of illicit discharges found</p> <p>Year 1-5</p> <p>3. Document and report the number of IDDE eliminated.</p> <p>Year 1-5</p> <p>4. Document and report the number of violations and enforcement actions.</p> <p>Year 1-5</p>	Forest Willis- Utilities Stormwater Inspector	
3c	3	<p><b>Hazardous Material Spill and Response</b></p> <p>The Volusia County Hazardous Material (Hazmat) Team consists of members from jurisdictions within the County, including the City of Daytona Beach Fire Department. The HazMat-Response Team was formed to safely mitigate emergencies involving hazardous leaks and spills within the entire County. All Hazardous Materials emergency responses within the jurisdiction of Daytona Beach Fire Department are documented electronically in FireHouse software. These reports contain the type of material, location, response procedures and results, and many other details.</p>	<p>1. Document and report number of leaks and spills responded to within the MS4.</p> <p>Year 1-5</p> <p>2. Document and report number of leaks an spills discharged to the MS4</p> <p>Year 1-5</p>	Steve Williams, DBFD Records Clerk	

	<p><b>Education of Public Employees, Businesses, and Public</b>  Each year the City will make available to public employees, businesses, and the general public, information describing the hazards associated with illegal discharges, illegal dumping and improper disposal through the use of E-Currents, the City's website, Channel 199, Utility bill mail outs, municipal news and utility department education.</p>	<p>1.Document and report number of e-mail addresses that E-Currents bulletin was distributed to.</p> <p>A. public  B. staff  C. businesses</p> <p>2.Document and report the number of web page visitors to the City web page containing information about the hazards associated with illicit discharges and improper disposal of water to the MS4</p> <p>A. Total</p> <p>3. Document and report the number of customers with access to cable channel 199</p> <p>A. Staff  B. Public  C. Business</p> <p>4.Document and report the Municipal news distributed</p> <p>A. Staff  B. Public  C. Business</p> <p>5.Document and report thenumber of utility customers receiving the Utility Bill Mail out</p> <p>A. Staff  B. Public  C. Business</p> <p>6.Document and report the Department Education materials distributed</p> <p>A. staff  B. public  C. .business</p>	<p>E -Currents Susan Cerbone</p> <p>Website John Clary</p> <p>Channel 199  John Clary IT  Susan Cerbone PIO</p> <p>Bi- annual Municipal New Letter  Ingrid Owens,  Utilities Admin.</p> <p>Utility Bill Mail outs  Rebecca Johnson-  customer count  Susan Cerbone,  PIO- content</p> <p>Utility Department  Education Kimberly  Dixon, Forest Willis,</p>
3d		1	

**APPENDIX A  
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

**SECTION A.I. MINIMUM CONTROL MEASURE (check only one)**

1. Public Education and Outreach       3. Illicit Discharge Detection/Elimination       5. Post-construction Stormwater Management (optional)  
 2. Public Involvement/Participation       4. Construction Site Stormwater Runoff Control       6. Pollution Prevention/Good Housekeeping

**SECTION A.II. BEST MANAGEMENT PRACTICES (BMPs) For The Minimum Control Measure Identified In Section A.I. Of This Form**

Element ID	BMP Number	A			B		C		D
		Description of BMP		Measurable Goal(s)		Schedule for Implementation/Completion		Responsible Entity/Department	
—		<p><b>Regulation of Construction Activities</b> Land Development Code Article 7 Section 2 is provided requiring a stormwater runoff management plan or performance criteria for defined construction activities. Specifically, Section 2.1 discusses the purpose for the stormwater management plan for development activities. Item (b) 6 states that one of the objectives for the provisions for the stormwater management is to "reduce erosion loss of valuable top soils and subsequent sedimentation of surface water bodies".</p>		<p>1. The City will document and report any changes to the ordinance or amendments, if applicable</p>		<p>Year 1-5</p>		<p>Angie Sehenuk, Utilities</p>	
4a	1								
—		<p><b>Inspector Training</b> Provide an annual refresher training courses or workshops for the field inspectors on erosion and sediment control program, BMP's implementation, and proper site inspection procedures as needed.</p>		<p>1. Document and report the number of training opportunities provided to new inspection staff and refresher training for existing staff.</p>		<p>Year 1-5</p>		<p>Kimberly Dixon, Utilities  Robert Manchester, Stormwater Operations Supervisor  Forest Willis, Utilities</p>	
4a	2								



—	1	<p><b>Public Information Inquiries and Reporting</b></p> <p>The City has developed and implemented procedures for the public to acquire information and a means to report activities that may be deemed suspicious or in violation pertaining to construction activities via the City's website and calls to any city department.</p>	<p>1. Document and report the number of calls concerning water quality controls associated with construction activities and actions taken (if any)</p> <p>2. Document and report the number of complaints received via the City's website <a href="http://fl-daytonabeach.civicplus.com/FormCenter/Utilities-8/Construction-Site-Runoff-87">http://fl-daytonabeach.civicplus.com/FormCenter/Utilities-8/Construction-Site-Runoff-87</a></p>	Year 1-5	<p>Forest Willis, Utilities Stormwater Inspector</p> <p>John Clary, IT</p>
4e	1	<p><b>Inspection and Enforcement</b></p> <p>The City will develop a written construction plan including enforcement of construction site control measures, inspection and reporting tools and procedures. Have the written plan developed by the end of Year 1 and made available upon request. Continue to proactively inspect both City sponsored and private construction sites for compliance with erosion and sediment control, waste control requirements and other water quality.</p>	<p>1. Document and report number of proactive inspections conducted for public construction sites.</p> <p>2. Document and report the number of violations and enforcement actions for public construction sites and stop work orders given.</p> <p>3. Document and report the number of proactive inspections conducted for private construction sites.</p> <p>4. Document and report the number of violations and enforcement actions on private construction sites and stop work orders issued.</p> <p>5. Document and report the number of sites with an ERP and/or CGP.</p>	Year 1-5	<p>Forest Willis, Utilities Stormwater Inspector</p>
4f	1			Year 1-5	

Page # 13 of 15 total pages of SWMP Elements Forms attached to the NOI

**APPENDIX A  
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

**SECTION A.I. MINIMUM CONTROL MEASURE (check only one)**

1. Public Education and Outreach  
 2. Public Involvement/Participation  
 3. Illicit Discharge Detection/Elimination  
 4. Construction Site Stormwater Runoff Control  
 5. Post-construction Stormwater Management (optional)  
 6. Pollution Prevention/Good Housekeeping

**SECTION A.II. BEST MANAGEMENT PRACTICES (BMPs) For The Minimum Control Measure Identified In Section A.I. Of This Form**

A		B		C		D
Element ID	BMP Number	Description of BMP	Measurable Goal(s)	Implementation/Completion	Schedule for Implementation/Completion	Responsible Entity/Department
6a	1	<b>Roadway Debris and Storm Drain Cleaning</b> Implement written standard operating procedures for the inspection, operation and maintenance of the City's MS4 including a schedule or regular maintenance activities. The City currently has a street sweeping and storm drain-cleaning program to reduce pollutant runoff to the MS4	1. Document and report the miles of streets swept and amount of debris removed. 2. Number of storm drains inspected, cleaned and maintained amount of debris removed.	Year 1-5 Year 1-5	Year 1-5	Tony Segreto, Public Works Streets  Robert Manchester, Utilities Stormwater Operations
6a	2	<b>Stormwater Structural Controls Inspections and Maintenance</b> The City has municipal stormwater treatment ponds that treat stormwater runoff. The City will maintain the municipal stormwater treatment ponds free of debris and trash.	1. Document and report the number of inspections performed, the number cleaned and maintained and the amount of debris removed	Year 1-5	Year 1-5	Robert Manchester, Utilities Stormwater Operations- Pond Maintenance Contract Administrator
6a	3	<b>Landscape and Lawn Care</b> The City will require all landscape and lawn care vendors and employees that apply fertilizers or pesticides at municipal operation to be certified by the state for that purpose	1. Document and report the number of state certified applicators conducting work for municipal operations 2. Document and report the quantities of fertilizers and pesticides used at the City's facilities	Year 1-5 Year 1-5	Year 1-5	Brad Iseneker, Landscape Maintenance Contract Administrator and Landscape Supervisor  Tim Fauvelle Mowing Contract

6a	4	Spill Response Oil spills from fleet management vehicles are addressed immediately by using oil dries or other approved method and disposed of properly.	1. Document and report the number of oil spills cleaned by fleet maintenance every year.	Year 1-5	John Drago, Fleet
----	---	---	--	----------	-------------------

Page # 14 of 15 total pages of SWMP Elements Forms attached to the NOI

**APPENDIX A  
PHASE II MS4 STORMWATER MANAGEMENT PROGRAM (SWMP) ELEMENTS FORM**

**SECTION A.I. MINIMUM CONTROL MEASURE (check only one)**

1. Public Education and Outreach       3. Illicit Discharge Detection/Elimination       5. Post-construction Stormwater Management (optional)
2. Public Involvement/Participation       4. Construction Site Stormwater Runoff Control       6. Pollution Prevention/Good Housekeeping

**SECTION A.II. BEST MANAGEMENT PRACTICES (BMPs) For The Minimum Control Measure Identified In Section A.I. Of This Form**

Element ID	BMP Number	A Description of BMP	B Measurable Goal(s)	C Schedule for Implementation/Completion	D Responsible Entity/Department
6a	5	<b>Materials Management</b> Waste oil, oil filter and deposited into approved drums and collected by vendors for offsite disposal	1. Document and report the volume of oil collected each year.	Year 1-5	John Drago, Fleet; Tim Fauvelle, Solid Waste; David Taggart, Fleet; Bill Banks Utilities
6b	1	<b>Training Program</b> Provide annual refresher training programs regarding pollution prevention, illicit discharges, and erosion and sediment controls as needed for staff who are involved in facilities management, operations and field inspections for City-owned property and may be involved in administering and conducting inspection and reporting activities pertaining to the illicit discharges control measure.	1. Document and report the number of training courses conducted for City employees on stormwater pollution prevention for municipal activities and is involved in illicit discharges control measures.	Year 1-5	Kimberly Dixon, Utilities Robert Manchester, Stormwater Operations Supervisor Forest Willis, Utilities

6b	2	<b>Materials Management</b> Municipal Operation Pollution Prevention and Good Housekeeping Minimum control measures. Conduct stormwater pollution prevention inspections at City owned facilities (fleet maintenance, equipment/materials storage yard, fire stations)	1.Document and Report the number of site inspections of City owned facilities	Year 1-5	Forest Willis, Utilities Andrea Ball, Risk Management
----	---	---	---	----------	--

Page # 15 of 15 total pages of SWMP Elements Forms attached to the NOI