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| PHASE II MS4 ANNUAL REPORT for Permit Year:  1  2  3  4  5 Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Instructions for completing this form:   * Complete Sections I through V and submit to the Department to fulfill the annual reporting requirement under the Generic Permit for Discharge of Stormwater from Phase II Municipal Separate Storm Sewer Systems, Rule 62-621.300(7)(a), F.A.C. * The numbering and references to Best Management Practices (BMPs) on the Annual Report Form should reflect the information given in the MS4’s Notice of Intent (NOI) form previously submitted to the Department. **PLEASE REFER TO ORIGINAL AND APPROVED PHASE II MS4 NOI SUBMITTAL WHILE COMPLETING SECTION II OF THIS FORM.** Proposed changes to the approved SWMP shall be indicated in Section III of this form. * When complete, submit this Annual Report form to the following address:   NPDES Stormwater Section  Florida Department of Environmental Protection  2600 Blair Stone Road  M.S. 3585  Tallahassee, FL 32399-2400.   * Do **NOT** include any attachments **EXCEPT** for Monitoring Data in Section IV, if applicable. | | | |
| SECTION I. PHASE II MS4 OPERATOR INFORMATION | | | |
| **A.** | Name of the Phase II MS4 Operator: City of Panama City Beach | | |
| **B.** | Name of the Phase II MS4 Responsible Authority: **Drew Whitman** | | |
|  | Title: **City Manager** | | |
|  | Mailing Address: **17007 Panama City Beach Parkway** | | |
|  | City: **Panama City Beach** | Zip Code: **32413** | County: Bay |
|  | Telephone Number: **850-233-5100** | | |
|  | E-mail Address: [Drew.Whitman@pcbfl.gov](mailto:Drew.Whitman@pcbfl.gov) | | |
| **C.** | Name of the Designated Phase II MS4 Stormwater Management Program Contact:  Kelly Jenkins, P.E. | | |
|  | Title: **Public Works Director** | | |
|  | Department: **Public Works** | | |
|  | Mailing Address: **116 S Arnold Road** | | |
|  | City: Panama City Beach | Zip Code: **32413** | County: Bay |
|  | Telephone Number: **850-233-5100 ext. 2414** | | |
|  | E-mail Address: **Kelly.Jenkins@pcbfl.gov** | | |
| **D.** | Location of the Phase II MS4 (if different than the mailing address in Section I.C. above): | | |
|  | Street Address: | | |
|  | City: | Zip Code: | County: |

| SECTION II. SUMMARY OF STORMWATER MANAGEMENT PROGRAM ACTIVITIES | | | | | |
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| Indicate the Phase II MS4 status of compliance in terms of progress toward each of the measurable goals described in the generic permit. Refer to the NOI for a list of the specific BMPs and Measurable Goals the Phase II MS4 committed to perform and track. Changes which will result in deviation from the NOI should be listed in Section III of this form. Include activities for all reporting periods (permit years) in this section. A summary of results is expected for the current reporting period but may be added to results from previous annual report periods. A summary of results is not expected for future reporting periods, but the anticipated BMPs, measurable goals and schedules for future reporting periods should be provided in this section. | | | | | |
| **Element**  **ID/BMP #** | | A | B | **B** | **C** |
| BMP Description | Measurable Goal | **Schedule for**  **Implementation/**  **Completion** | **Summary of Results** |
| 1A | 01 | Public Education and Outreach  The City Maintains a website on government and community information. The website will be upgraded to include hotlinks. They City will maintain the website, including adding new or other comparable hotlinks to the website.  1. <https://www.baycountyfl.gov/212/Solid-Waste>  (Recycling Programs in Bay County, FL)  2. <https://www.epa.gov/nps/nonpoint-source-pollution-awareness-whats-wrong-picture>  (Pollution Awareness)  3.<https://www.epa.gov/npdes>  (NPDES)  4. <http://www.pollutionissues.com/Ho-Li/Household-Pollutants.html>  (Managing Non-point Source Pollution from Households)  5.<https://www.epa.gov/nps>   (Polluted Runoff)  6.<https://www.environment.nsw.gov.au/topics/water/water-quality/protecting-and-managing-water-quality/waterway-health/how-to-reduce-stormwater-pollution>    (How to reduce stormwater pollution)  7. <https://www.epa.gov/nps/resources-students-and-educators-about-nonpoint-source-nps-pollution>  (NPS Pollution Activities for Students) | ` | Years 1-5 | Hits to website for 2020-2021  Per link:   1. 2 2. 3 3. 6 4. 6 5. 10 6. 69 7. 0   Total for stormwater webpage 1,205 views |
| 1a | 02 | Public Education and Outreach  The City developed an informational brochure on recycling of solid waste, drop-off locations, household waste, and recycling procedures. This brochure is available ''free of charge" to City residents and is also available on the City's website. The website also includes a link entitled "Recycling Programs for Bay County'' which takes the customer to Bay County's recycling page. Brochure will be mailed to residents on a bi-annual basis. Brochures made available in Public Works Office. | City will document and report the number of brochures mailed to PCB residents. | Years 2 and 4 | Recycle Brochure was mailed out by April 28, 2021  6622 Mailed out  Displayed in Public Works Office and distributed here as well. |
| 1a | 03 | Public Education and Outreach  The City will provide brochures entitled "A Citizens Guide to Understanding Stormwater" to the public that will educate them about stormwater pollutants, chemicals, garbage and other debris that wind up on the beaches and in our waterways and inlets. The City will  also provide this brochure on the City's website under" Stormwater Brochure". This brochure will be distributed to the residents of PCB by mail on a bi-annual basis and thru the Public Works Office. | Document and report the number of brochures mailed to PCB residents. | Years 2 and 4 | April 28, 2021, mailed out 6,622  Distributed and displayed in Public Works Office |
| 1a | 04 | Public Education and Outreach  The City will post educational stormwater information/brochures on its social media page. | 1. Document and report the number of posts during the reporting period.  2. Document and report the number of shares/reactions. | Years 1-5 | 92 posts  174 Shares/reactions |
| 1a | 05 | Public Education and Outreach  The City installs markers on storm drain inlets in the high-risk stormwater pollution areas. The markers message "No Dumping," Drains to Your Gulf of Mexico" educates the public about the link between the storm drain system and receiving water quality. There will be  approximately ten (1O) markers installed each year. | The City documents the number of markers installed each year as well as the number of markers that require maintenance. | Years 1-5 | 10 Installed |
| 2a | 01 | Public Involvement/Participation  Keep PCB Beautiful organizes and advertises the annual City of Panama City Beach Clean-up Event. At this event, volunteers spend 1 day picking up trash along the Gulf of Mexico shoreline. Organize and advertise the event thru multiple medias. | 1. Document and report the number of volunteers at the event.   2. Document and report the estimated number of bags of trash picked up. | Years 1-5 | 2020-2021  25 Volunteers  3,258 lbs collected |
| 2a | 02 | Public Involvement/Participation  The City will post NPDES annual reports on City website and Facebook page | 1. The City documents the number of hits recorded on the website on an annual basis.  2. Document and report and comments or feedback on Facebook regarding  this element. | Years 1-5  Implemented into Facebook in 2018 | 20,483 people reached  133 reactions, comments, shares |
| 2a | 03 | IFAS Education  The City will advertise a course offered by the University of Florida Bay County Cooperative Extension Services (IFAS) <http://bay.ifas.ufl.edu/on>"Environmental Horticulture" that educates homeowners on BMPs.  Topics addressed include proper use of yard chemicals, water conservation, mulching and composting practices that reduce, reuse and recycle yard trash, etc. Another course offered by the IFAS is "4-H." This is an education program for young people (Ages 5 through  18) which comprises various topics including environmental education. Advertise stormwater quality opportunities through the Cities Facebook page. | Document and report the number of hits to the Cities Facebook page. | Years 1-5 | All UF/IFAS Extension Bay County education programs, events, and meetings scheduled through April 30 have been postponed due to direction from the University of Florida concerning COVID-19. We are working quickly to reschedule any postponed events. Updates at <http://facebook.com/bayifas>  No hits on facebook page. |
| 3a | 01 | Illicit Discharge Detection/Elimination  The City has prepared a map showing the estimated waters of the United States (U.S.) using ArcView Version 3.2. The map was created using existing Bay County GIS maps. The mapping was done using the North American Datum 1983 (NAD 83), Florida north datum. This map includes the names and locations of all known outfalls as well as names and locations of all surface waters of the state that receive discharges from those outfalls. | Document and report the total number of outfalls. | Years 1-5 | 51 Outfalls |
| 3b | 01 | Illicit Discharge Detection and Elimination  The following sections of the Code of Ordinances of Panama City Beach provide the City the authority to prohibit non-stormwater discharges into the storm sewer system and implement appropriate enforcement procedures and actions:  Code of Ordinances, Chapter 23, Utilities, article IV, Sewers Section 23-40; Building Sewers and Connections.  This section requires an applicant for the building sewer permit to notify the City when the building sewer is ready for inspection and connection to the public sewer. This code gives the City authority to look for illegal connections and stop any work or disconnect services in case of code violations.  Article IV, Sewers  Section 23-41, Restricted Use of Public Sewers This ordinance makes it unlawful for any person to discharge or cause to be discharged any sanitary wastewater into the storm sewer system without any exceptions. | Maintain Existing Ordinances. | Years 1-5 | No violations to report. |
| 3b | 01 | Continued: Illicit Discharge Detection and Elimination  The following sections of the Code of Ordinances of Panama City Beach provide the City the authority to prohibit non-stormwater discharges, including illegal dumping into the storm sewer system and implement appropriate enforcement procedures and actions.  Chapter 12, Garbage and Trash, Section 12-4, Prohibited Practices and Violations  Section 12-4(1) prohibits any person from depositing on, or burning in, or causing to be deposited on or buried in any land, public square, street, alley, vacant lot or unoccupied lot, the waters of the Gulf of Mexico, or any creek, watercourse or ditch within the city limits, any garbage or other noxious, malodorous, or offensive matter. Section 12-4(6) prohibits any person from placing or allowing to be placed upon the streets, alleys, curbing or sidewalks of the city any rubbish, sweepings, debris, trash, or waste materials of any kind which might be a menace to traffic, both vehicular and pedestrian, or which might endanger the proper operation of the City's sewer or drainage system. | Continued  The City will keep a record of the number of Code Violations per year. | Years 1-5 | No violations to report. |
| 3b | 01 | Continued: Illicit Discharge Detection and Elimination  Section 12-6, Littering  This section of the Code prohibits any person from depositing or throwing litter on any property within the City. This code also gives the City or Code Enforcement  Office the ability to enforce this ordinance. | Continued  The City will keep a record of the number of Code Violations per year. | Years 1-5 | No violations to report. |
| 3c | 01 | Illicit Discharge Detection and Elimination  The City has a program to detect and eliminate illicit discharges and illegal dumping to the MS4. The program provides proactive inspections and does inspections based on calls. | 1. Document and report the number of proactive illicit discharge inspections. 2.Document and reports the number proactive  Call-driven inspections   1. Document and report number of illicit discharges found. 2. Document and   report the number of illicit discharges eliminated. | Years 1-5 | 3 proactive inspections  1 call-driven inspection  1 illicit discharge reported |
| 3d | 01 | Illicit Discharge Detection and Elimination  The City created stormwater related brochures that include illicit discharge information. This brochure is made available to citizens at the Public Works office as well as on the City website. | The City will maintain a receipt of the number of brochures printed and keep track of the number of brochures distributed in Public Works office and mailed out to residents. | Years 1-5 | 7,000 Brochures printed, 6,622 mailed out to residents, 80 distributed through the Public Works Office |
| 3d | 02 | Illicit Discharge Detection & Elimination  The City educates employees about illicit discharge through a classroom PowerPoint presentation. Will initiate keeping a copy of sign in sheet for all employees  attending training sessions. | The City will document and report the number of training sessions and the number of employees in attendance. | Years 1-5 | 1 training session with 17 employees in attendance. |
| 3d | 03 | Illicit Discharge Detection & Elimination  The City educates businesses on the hazards of illicit discharges. Distributing industry specific educational outreach brochures to businesses that have the potential to discharge to the MS4 | Document and report the number of brochures distributed. | Years 1-5 | 16 brochures distributed. |
| 4a | 01 | Construction Site Stormwater Runoff Control  The following Sections of the City of Panama City Beach Land Development Code provides the City with sufficient regulatory authority to require erosion and sediment controls from construction activity; Land Development Code Chapter 3 section 3.05.03 Applicable Federal Requirements, 3.05.04 Erosion & Sedimentation Control Plan. This section requires that all developers submit to the City Engineer a stormwater and erosion control plan prepared by a registered Florida engineer. The plan shall include measures to meet stormwater quantity (flooding) and quality (siltation, erosion, pollution) controls. | The **City will** document the number of violations as a result of construction activity and a description of the corrective action taken will be recorded. | Years 1-5 | No violations to report. |
| 4a | 01 | Construction Site Stormwater Runoff Continued  Section 3.05.19, Inspection  This section requires that the developer arrange for periodic City inspections of the control systems during development and prior to cover-up of underground systems as necessary to ensure adherence to the plan.  3.05.22 Failure to Maintain, Control, or Comply | Document and report any changes in the land code ordinances/ land development codes. | Years 1-5 | Modified the height limitation in the NSAPC land Use and Anti-Terrorism Force Protection Military Influence Area, Changes relating to the regulation of portable storage units. Amended the distance limitations for adult businesses and repealing unique sign & appearance standards for body altering businesses, repealing the sign and appearance standards for low-speed vehicle rentals. |
| 4a | 01 | Land Development Code Chapter IV, Landscaping Section 4.06.00, Section 4.08.00 Land Clearing Prohibited, Permit and Exceptions Any development shall follow the following Land Clearing Permit and erosion sedimentation control requirement: All existing  vegetation and soil located within (10) feet of any property line shall remain undisturbed. Adequate stormwater and erosion control be provided as approved by the City Engineer to protect undisturbed vegetation on-site and neighboring properties. Section 3.05.03 of Site Stormwater Sedimentation and Control Requirements. | Document and report any changes in the land code ordinances/ land development codes. | Years 1-5 | Amending submittal requirements for conditional uses encompassing more than 3 acres to include notice by community meeting. Amending PUD Master Plan standards for open space, traffic impacts and environmental features. Amending the procedure for removal of a planning board member. |
| 4b | 01 | Construction Site Stormwater Runoff  Chapter 3 of the Land Development Code requires all contractors to follow stormwater and erosion control plans which shall include measures to meet stormwater quantity (flooding) and quality (siltation, erosion, pollution) controls. Also, Chapter 3 of the Land  Development Code, specifies requirements for both temporary (during construction) and permanent control measures, the City will require developers to include any information on construction plans (general notes page) stating that the contractor is responsible for following required erosion and sediment control practices. | 1. Document and report number of violations specific to erosion and sediment control. 2. Document and report the follow up   actions taken. | Years 1-5 | No violations to report. |
| 4c | 01 | Construction Site Stormwater Runoff  For this BMP, the City will follow its existing ordinance. Chapter 15 Section 15-17 prohibits any accumulations of construction material including but not limited to crates, lumber, plywood, trusses, joists, nails, bricks, concrete, and sand which is not being used in active construction. Any person violating this code will be guilty of an offense. With these ordinances in place, the City will require developers to include a line on construction plans (general notes page) stating that the Contractor is  responsible for following required waste management practices. The City will maintain a copy of final development orders and annually documents the number of development orders issued by the City. | Document and report the number of violations specific to waste control.  Document and report the actions taken. | Years 1-5 | 62 violations  Violation notices sent and citations issued. |
| 4d | 01 | Construction Site Stormwater Runoff Control  The City's Land Development Regulations define the general review requirements for commercial and residential development. The applicant submits a master drainage map, project layouts, topographic data and drainage features, stormwater construction details, high water and groundwater elevation data, ground cover data, site soils data, peak flood state (100-year design storm event), an erosion control plan, hydrologic and hydraulic calculations, hydrographs to and from retention/detention areas, state-storage-discharge data and treatment volume recovery calculations from the stormwater Management area. This data is submitted with a stormwater checklist and is reviewed by City staff for consistency with local requirements prior to approval of the site plan. The City will maintain a copy of the stormwater approval letter for each project reviewed and documents the number of sites reviewed annually. | Document and report the number of site plans reviewed. | Years 1-5 | 23 site plans reviewed. |
| 4e | 01 | Construction Site Stormwater Runoff Control  The City has procedures for the public to contact the person designated by the City to inspect construction sites. Responses to public input will be incorporated into the inspection program to be developed as part of BMP 4f-01. All construction sites have permit boards containing all permits and contact numbers. The city advertises the phone number on the website and brochures. | The City will maintain a record and annually document the number of complaints from the public associated with water quality controls  associated with construction activities and documents action taken (if any). | Years 1-5 | 6 complaints  Action taken: GCUC working on discharge so they can resume pumping; placing stabilization clay in S parking area; extensive measures in place to limit discharge of turbidity; placing sheet piling for LS installation; pumping from pond as well as sock pipe; base rock being placed & rolled in SE parking area. |
| 4f | 01 | Construction Site Stormwater Runoff Control  The City has a program for the inspection of construction activities for City funded/contracted construction projects, which is based upon existing ordinances for enforcement. The program includes standard operating procedures for the enforcement of existing ordinances that require erosion, sediment, and waste control practices. City inspectors will visit sites once a week to make sure site is acceptable, if not a notice of violation will be issued. | Document and report the number of construction site inspections that occurred during reporting year.  Document and report the number of violations and follow up actions. | Years 1-5 | 1231 Inspections for this reporting year  320 Violations; Needs silt fence/repairs  Fences were added and/or repaired. |
| 5a-c | 01 | Utilize qualifying alternative program; Panama City Beach relies on the current NWFWMD and FDEP regulatory criteria by providing stormwater ERP permitted projects. | Continue to maintain compliance with FDEP and NWFWMD criteria. | Effective upon permit issuance. | Responsible entity FDEP and NWFWMD. |
| 6a | 01 | Municipal Operation Pollution Prevention & Good Housekeeping  The City owns and operates a municipal fleet utility (Public Works) maintenance facility which involves the following automotive maintenance activated: replacement and repair of equipment; changing of oil, hydraulic and transmission fluids; cleaning of parts, etc. Oil spills from public works department vehicles are addressed immediately by using approved methods such as oil dries, absorbent pads, or other approved methods and disposed of properly. The City ensures adequate clean-up of the fleet maintenance area and does general housekeeping inspections. | 1. Document and report the number of oil spills cleaned by Public Works fleet maintenance annually. 2. Document and   report the amount of waste oil disposed of annually.   1. Document and   report the number of housekeeping inspections annually. | Years 1-5 | No oil spills to report.  250 gallons per year  12 annually, 1 per month |
| 6a | 02 | Municipal Operation Pollution Prevention and Good Housekeeping  The City has ongoing Debris Pick-up program on City roadways. The program is implemented on an as needed basis. | The city will document the amount of debris picked-up with this program on an annual basis. | Years 1-5 | The city picked up 5,249,400 pounds of trash this year. |
| 6b | 01 | Municipal Operation Pollution and Good Housekeeping  The City offers in-house employee training programs annually to prevent and reduce stormwater pollution from MS4 operator activities. | Document and report the number of employees trained annually. | Years 1-5 | 14 employees were trained this year. |

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| SECTION IV. INDEPENDENT MONITORING AND RELIANCE ON ANOTHER ENTITY | | | |
| A. | Please indicate whether the Phase II MS4 performed independent monitoring. If yes, please attach monitoring data collected during reporting period.  The MS4 performed independent monitoring during the reporting period, (Attach monitoring results to this Annual Report form).  The MS4 did **NOT** perform independent monitoring during the reporting period. | | |
| B. | Please indicate which elements of the Stormwater Management Plan the Phase II MS4 is relying on another entity to satisfy. Include New or revised BMP activities that met this criteria. NOTE: These elements should also be listed in Sections II or III of this form. | | |
| **Element #** | **BMP**  **#** | **Name of Responsible Entity** |
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| SECTION V. CERTIFICATION STATEMENT AND SIGNATURE | | | | |
| *The Responsible Authority listed in Section I.B. of the Annual Report form must sign the following certification statement:*1  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): | | Drew Whitman | | |
| Title: | City Manager | | | |
| Signature: |  | | Date: | /    / |

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Signatory requirements are contained in Rule 62-620.305, F.A.C.