



AR KANSAS
Department of Environmental Quality

NPDES Small MS4 General Permit (ARR040000) Annual Reporting Form

Instructions for completing this form:

- ARR040000 requires that this form be used when submitting annual reports. You may request approval to use your own reporting format.
- Annual Reports are due annually on or before June 1st.
- Complete the form and sign and date the certification statement below.
- If more space is needed than is provided, identify within the provided space that Attachment A, B, C, etc. has been attached.
- If an item of the form is not applicable for your program (such as street sweeping), fill in N/A in the space provided.
- Don't include attachments such as brochures, newspaper clips, sign-in sheets, etc. related to your program with this form. You only need to summarize these within this report. These records must be filed and will be needed during program audits.
- Please attach results of monitoring required for TMDL or impaired streams separately from this form.
- When complete, submit this Annual Report form to the following address:

ADEQ
Water Division
General Permits Section
5301 Northshore Drive
North Little Rock, AR 72118
Water-permit-application@adeq.state.ar.us

Small MS4 Annual Report for Year: 2015

ADEQ Permit Tracking Number: ARR040049

Name of MS4: Tontitown

Primary Contact: James Clark

Title: Public Works Director

Mailing Address: P.O. Box 305

City: Tontitown

Zip Code: 72770

County: Washington

Telephone Number: 479-361-2700

Email Address: pwdirector@tontitownar.gov

Include or attach a Table of Organization. Indicate who (name and contact information) is responsible for overall management and implementation of your program, and if different, each minimum control measure of your program. Identify how development and implementation across multiple positions, agencies and departments occur. Also, identify any Memorandum of Understandings (MOUs) or other such agreements that exist.

Tontitown City Council

Mayor Paul Colvin – 479-879-4510, mayor@tontitownar.gov
Public Works Director James Clark – 479-263-9216, pwdirector@tontitownar.gov
Building Inspector Roger Duncan – 479-263-9215, maintenance@tontitownar.gov

Memorandum of Understanding – NWARPC Stormwater Group

City Engineer Terry Carpenter – 479-872-7115, twcarpenter@usi-ce.com

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 gather and evaluate the information submitted. Based on 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 possibility of fine and imprisonment for knowing violations.

Print Name: Paul Colvin

Print Title: Mayor

Signature: 

Date: 5-25-16

SMALL MS4 ANNUAL REPORT FORM

PUBLIC EDUCATION & OUTREACH

Estimate Your Permit Area's Total Population: 71

BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience (50% of Urbanized area population= 36)	% of Target Audience Reached & Total # of people reached	Summary of Results	Effective (Yes or No)
Develop and distribute educational materials NWA Regional Stormwater Education Program	Provide resource materials to help residents understand and implement stormwater management and pollution prevention BMPs	Yard waste management and individual decisions and actions can combine to improve and protect water resources	Urbanized area residents	100% of target audience Materials distributed to 1,004 residents	Distributed utility bill stuffers and educational resources and brochures	Yes
Develop and distribute mass media messages NWA Regional Stormwater Education Program	Promote stormwater management and pollution prevention BMPs through newspaper, radio, television, and social media	Yard waste management, stormwater runoff pollution prevention BMPs, and storm drain inlet awareness	Urbanized area residents	100% of target audience 61 circulation, audience, or views	6 news features on storm drain murals and stormwater education in AR Democrat-Gazette, KFSM, and KNWA; 20 radio segments on KUAF; interactions through social media outlets of Facebook and www.nwaupstreamart.com	Yes
Conduct hands-on youth stormwater quality education programs NWA Regional Stormwater Education Program	Engage students in experiential learning, using stormwater and pollution prevention concepts to meet state science curriculum	As cities develop, stormwater can carry pollutants to nearby water resources – everyone has a role in stormwater management and pollution prevention	Urbanized area school-age youth	9.84% of target audience 6 youth participants	A total of 2 school programs were conducted – student and teacher evaluations indicated an effective program delivery and knowledge gained	Yes
Conduct stormwater education programs for adult audiences NWA Regional Stormwater Education Program	Teach adult residents about urban stormwater dynamics and how to implement runoff management and pollution prevention BMPs	As cities develop, stormwater can carry pollutants to nearby water resources – urban residents' decisions and actions are key for effective stormwater management and pollution prevention	Municipal, civic, construction, gardening, landscaping and environmental adult audiences	4.92% of target audience 3 adult participants	Regional landscape maintenance workshop	Yes

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PUBLIC INVOLVEMENT/PARTICIPATION

BMP (Activity) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People Participated	Summary of Results	Effective (Yes or No)
Conduct public participation/involvement events	Engage NWA urban residents in picking up litter in waterways	Using community volunteers to enhance water quality and promote watershed stewardship	Urbanized area residents and businesses	In 2015, there were no participants at creek and lake cleanups who signed in as Tontitown residents	N/A	Yes, just not documented this year
NWA Regional Stormwater Education Program						

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ILLICIT DISCHARGE DETECTION & ELIMINATION (IDDE)

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))	Summary of Results or Activities		Effective (Yes or No)	
Ordinance or Other Regulatory Mechanism	Ordinance and Drainage Manual	Yes	Ordinance # 2010-06-356 http://www.tontitown.com/ordinances/ord12298.pdf	Ordinance in effect		Yes	
City of Tontitown							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates			Effective (Yes or No)	
Storm Sewer System Map	Develop map detailing storm drain system and outfalls	No	Working with city engineer to assist in development			Yes	
City of Tontitown							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates			Effective (Yes or No)	
IDDE Plan	Develop and implement a plan to address non-storm water discharges	N/A	N/A			N/A	
City of Tontitown							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Outfalls Screened	# of Dry-Weather Flows Identified	# Of Illicit Discharges:		Effective (Yes or No)
Dry-Weather Screening of Outfalls # of Outfalls Screened 0 Total # of Outfalls 0	Develop map showing outfalls	No	0	0	Identified*	Eliminated	Yes
					0	0	
City of Tontitown							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates			Effective (Yes or No)	
Identification of allowable non-stormwater discharges	Identify allowable non-stormwater discharges	Yes	No non-stormwater discharges have been identified			Yes	
City of Tontitown							

*Include an attachment which provides schedules for elimination of illicit connections that have been identified but have yet to be eliminated.

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CONSTRUCTION SITE RUNOFF CONTROL

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))		Summary of Results or Activities	Effective (Yes or No)	
Ordinance or Other Regulatory Mechanism City of Tontitown	Update street specifications to include stormwater management	Yes	Ordinance # 2010-06-356 http://www.tontitown.com/ordinances/ord12298.pdf		Passage of ordinance by city council	Yes	
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Standards Being Used		Summary of Results or Activities	Effective (Yes or No)	
Sediment and Erosion Control Requirements City of Tontitown	Update street specifications to include stormwater management	Yes	Ordinance # 2010-06-356 http://www.tontitown.com/ordinances/ord12298.pdf		Passage of ordinance by city council	Yes	
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Complaints		Summary of Results or Activities	Effective (Yes or No)	
			Received	Followed-Up On			
Complaint Process City of Tontitown	Develop an investigation report form	Yes	0	0	No Complaints filed	N/A	
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Applicable Sites Requiring Plans	# of Plans Reviewed	Summary of Results or Activities	Effective (Yes or No)	
Site Plan Review Procedures City of Tontitown	Review and approve all site improvement plans prior to issuing a grading permit	Yes	9	9	All LSD and grading plans are reviewed by city engineer.	Yes	
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Site Inspections Performed			Summary of Results or Activities	Effective (Yes or No)
			# of Applicable Sites	# Performed	Avg. Frequency		
Site Inspection Procedures City of Tontitown	Develop a site inspection checklist	Yes	9	5	1	Recommendations made and corrective action taken	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Violations		Summary of Results or Activities	Effective (Yes or No)	
			# of Violation Letters	# of Enforcement Actions			
Enforcement Procedures City of Tontitown	Ensure corrective actions are made based on deficiencies identified	Yes	0	0	Violations corrected	Yes	

*Include an attachment which identifies applicable sites within your jurisdiction for this reporting period.

SMALL MS4 ANNUAL REPORT FORM

POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))		Summary of Results or Activities	Effective (Yes or No)
Ordinance or Other Regulatory Mechanism City of Tontitown	Updated street specifications to include stormwater management	Yes	Ordinance # 2010-06-356 http://www.tontitown.com/ordinances/ord12298.pdf		Passage of ordinance by city council	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Structural and/or Non-Structural Standards Being Used		Summary of Results or Activities/Compliance rates with MS4 requirements	Effective (Yes or No)
Post-Construction Requirements City of Tontitown	Vegetative cover established/update street spec	Yes	Seeding/sodding of ditches and detention ponds		Final inspection meets requirements	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Applicable Sites Requiring Post-Const. BMPs	# of Plans Reviewed	Summary of Results or Activities	Effective (Yes or No)
Site Plan Review Procedures City of Tontitown	Review all plans	Yes	1	1	Certificate of Occupancy issued	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Site Inspections Performed		Summary of Results or Activities	Effective (Yes or No)
			# Performed	Avg. Frequency		
Site Inspection Procedures City of Tontitown	Complete site inspection of finished projects	Yes	1	1	Once approved Certificate of Occupancy issued	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Violations		Summary of Results or Activities	Effective (Yes or No)
			# of Violation Letters	# of Enforcement Actions		
Enforcement Procedures City of Tontitown	Withhold Certificate of Occupancy until satisfactory completion	Yes	0	0	N/A	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Sites Requiring Plans/Agreements	# of Plans Developed/Agreements in Place	Summary of Results or Activities	Effective (Yes or No)
Long-Term O&M Plans/Agreements City of Tontitown	Ensure facilities are maintained by owner or POA	Yes	0	0	Ditches and detention ponds are maintained	Yes

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POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Topic(s)	Targeted Audience	# of Employees Attended	Summary of Activity	Effective (Yes or No)
Employee Training Program	MS4 employees are educated about ways to minimize the water quality impact of municipal activities	Yes	Findings and responses of area MS4 audits	Planning, Public Works and Water employees	4	Training sessions for employees by Department/Division	Yes
NWA Regional Stormwater Education Program							
List of Municipal Facilities Subject to Program				O&M Procedures Developed for Facilities (Yes or No)	# of Facility Inspections Performed	Frequencies of Such Inspections	
Water and sewer department, street department, parks department, police and fire departments				No	0	N/A	
MS4 Maintenance	Summarize Maintenance Activities and Schedules			Summarize Activities Performed			
	Maintenance performed as needed			Ditches cleaned and mowed, culvert openings cleared			
Disposal of Wastes	Procedures Developed (Yes or No)		Document Amounts of Wastes Properly Disposed				
	No		Vehicle maintenance is handled off site. Waste hauling is contracted to a third party.				
Road Salt	Covered (Yes or No)		Tons Used	Summarize Measures Taken to Minimize Usage			
	Yes		0	Salt is normally mixed with sand.			
Pesticide & Herbicide Usage	Procedures Developed (Yes or No)		Gallons Used	Summarize Measures Taken to Minimize Usage			
	No		N/A	N/A			
Fertilizer Usage	Procedures Developed (Yes or No)		Pounds Used	Summarize Measures Taken to Minimize Usage			
	No		N/A	N/A			
Street Sweeping	Procedures Developed (Yes or No)		Document Amount of Material Collected and Properly Disposed				
	No		N/A				
Flood Management Projects	Summarize any New or Existing Flood Management Projects that were Assessed for Impacts on Water Quality						
	N/A in 2015						

SMALL MS4 ANNUAL REPORT FORM

PROPOSED CHANGES TO YOUR SWMP (IF ANY)

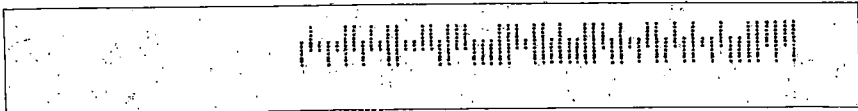
- Summarize any proposed changes to your SWMP, including changes to any BMPs or any identified measurable goals that apply to the program elements. If you fail to satisfy measurable goals for the reporting year, please explain why.

N/A

VARIANCES GRANTED (IF ANY)

- Identify and summarize any variances granted under your storm water program.

N/A



Tontitown Water Utilities
Post Office Box 127
Tontitown, AR 72770



USA FOREVER 72770

WED 25 MAY 2016

ADEQ
Water Division
General Permits Section
5301 Northshore Drive
North Little Rock, AR 72118