

ARR040000 Annual Report for Regulated Small Municipal Separate Storm Sewer Systems (MS4s) General Permit- Fillable Form

version 1.24

(Submission #: HQ2-AFDQ-VR6H8, version 2)

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Details

AFIN 72-02164
Reference # ARR040049
Submission ID HQ2-AFDQ-VR6H8
Submission Reason Report

Form Input

Basic Information

Name of MS4
City of Tontitown

ADEQ Permit Tracking Number
ARR040049

AFIN Number
72-02164

Small MS4 Annual Report for Year
2023

Contact and Mailing Information

Prefix

NONE PROVIDED

First Name

James

Last Name

Clark

Title

Public Works Director

Organization Name

City of Tontitown

Phone Type

Mobile

Number

14792639216

Extension**Email**

pwdirector@tontitownar.gov

Fax

NONE PROVIDED

Address

235 E. Henri de Tonti Blvd, Tontitown, AR 72762

P.O. Box 305

Tontitown, AR, AR 72770

United States

Include a Table of Organization

Tontitown City Council

Mayor Angela Russell ♦ 479-879-4510 ♦ mayor@tontitownar.gov

Public Works Director ♦ James Clark ♦ 479-263-9216 ♦ pwdirector@tontitownar.gov ♦ responsible official

Building Inspector ♦ Roger Duncan ♦ 479-263-9215 ♦ inspector@tontitownar.gov

Stormwater Inspector ♦ Philip Arends ♦ 479-263-9213 ♦ ttownwater3@tontitownar.gov

Memorandum of Understanding ♦ Northwest Arkansas Regional Planning Commission, Stormwater Group

City Engineer ♦ Garver ♦ Chris Buntin P.E. ♦ 479-856-9766 ♦ crbuntin@garverusa.com

Staff Engineer ♦ Zak Johnston P.E. ♦ 479-435-4270 ♦ engineer@tontitownar.gov

Attach a Table of Organization (Optional)

NONE PROVIDED

Comment

NONE PROVIDED

Public Education & Outreach

Estimate Your Permit Area's Total Population

71

Themes/Messages

*At Least Five Different Themes/Messages Are Required Over Permit Term

Overall Number of Completed Themes/Messages During the Permit Term

4

BMP for Public Education & Outreach

BMP (mechanism) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	% of Target Audience Reached & Total # of people reached	Summary of Results	Effective (Yes or No)
Develop and Distribute Educational Materials UADA CES NWA Stormwater Education	Develop 5 educational materials across the permit term. Number of materials will be documented.	Improper yard waste disposal can clog drainage ways, and excess fertilizer or pesticide applications can enter the storm drain system and degrade water quality. Additional messaging on stormwater pollution prevention and awareness.	100% of target audience 194 educational materials developed and/or distributed	Target Audience (50% of Urbanized area population=35)	Educational messages were shared through various social media outlets, postcards, collaboration with local businesses, as well as newspaper, radio, and television reporting and advertisement	Yes
Conduct Stormwater Education Activities UADA CES NWA Stormwater Education	Stormwater education programs will be conducted, and attendance will be documented.	Improper yard waste disposal can clog drainage ways, and excess fertilizer or pesticide applications can enter the storm drain system and degrade water quality. Additional messaging on stormwater pollution prevention and awareness.	100% of target audience 41 participants	100% of target audience 41 participants	Tontitown's residents participated in educational programs offered through in-person programming, virtual programming and educational displays	Yes
NONE PROVIDED	NONE PROVIDED	NONE PROVIDED	NONE PROVIDED	NONE PROVIDED	NONE PROVIDED	NONE PROVIDED
NONE PROVIDED	NONE PROVIDED	NONE PROVIDED	NONE PROVIDED	NONE PROVIDED	NONE PROVIDED	NONE PROVIDED

Public Involvement/Participation

Themes/Messages

*At Least Five Public Involvement Activities Are Required Over Permit Term

Overall Number of Completed Themes/Messages During the Permit Term

12

BMP for 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)
<p>Conduct Stormwater Participation Activities</p> <p>UADA CES NWA Stormwater Education</p>	At least 5 public participation and involvement activities will be coordinated and documented over the permit term	Engaging community members to enhance water quality and promote watershed stewardship	Green industry and public officials	14 Residents participated in at least one of 2 events that included pollution prevention pledges and provided input in regional stormwater collaboration	Tontotown's participation contributed to continued educational outreach efforts to residents	Yes
NONE PROVIDED	NONE PROVIDED	NONE PROVIDED	NONE PROVIDED	NONE PROVIDED	NONE PROVIDED	NONE PROVIDED
NONE PROVIDED	NONE PROVIDED	NONE PROVIDED	NONE PROVIDED	NONE PROVIDED	NONE PROVIDED	NONE PROVIDED

Illicit Discharge Detection & Elimination (IDDE)

Ordinance or Other Regulatory Mechanism

BMP & Responsible Party	Measurable Goal	Complete (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)
BMP & Responsible Party Ordinance or Other Regulatory Mechanism City of Tontitown	Measurable Goal Ordinance and updated Drainage Criteria Manual	Yes	Ordinance adopted by City Council 06/04/2019	Updated Drainage Criteria Manual adopted by Ordinance # 2021-06-01	Yes
BMP & Responsible Party Storm Sewer System Map City of Tontitown	Measurable Goal				
BMP & Responsible Party IDDE Plan City of Tontitown	Develop map detailing storm drain system and outfalls				
BMP & Responsible Party	Measurable Goal				
Dry-Weather Screening of Outfalls # of Outfalls Screened - 2 Total # of Outfalls - 2	Develop plan to address Non-stormwater discharges				
Total # of Outfalls Screened Over Permit Term - 2	Measurable Goal				
BMP & Responsible Party Identification of allowable non-stormwater discharges City of Tontitown	Develop map of outfalls				
	Measurable Goal				
	Identify allowable non-stormwater discharges				

Storm Sewer System Map

BMP & Responsible Party	Measurable Goal	Complete (Yes or No)	Summary of Activities or Updates	Effective (Yes or No)
Storm Sewer System Map City of Tontitown	Develop map detailing storm drain system and outfalls	Yes	Developed and updated by City Engineer	Yes

IDDE Plan

BMP & Responsible Party	Measurable Goal	Complete (Yes or No)	Summary of Activities or Updates	Effective (Yes or No)
IDDE Plan City of Tontitown	Develop plan to address Non-stormwater discharges	Yes	Included in updated Drainage Criteria Manual	Yes

Dry Weather Screening of Outfalls

Total Number of Outfalls in the MS4 Area	Number of Outfalls Screened during the year of annual report	Total Number of Outfalls Screened Over Permit Term	Measurable Goal	Complete (Yes or No)	Number of Dry-Weather Flows Identified	Number of Of Illicit Discharges Identified	Number Of Illicit Discharges Eliminated	Effective (Yes or No)
2	2	2	Develop map of outfalls	Yes	0	0	0	Yes

Identification of Allowable Non-stormwater Discharges

BMP & Responsible Party	Measurable Goal	Complete (Yes or No)	Summary of Activities or Updates	Effective (Yes or No)
Identification of allowable non-stormwater discharges City of Tontitown	Identify allowable non-stormwater discharges	Yes	No non-stormwater discharges have been identified.	Yes

Construction Site Runoff Control

Ordinance or Other Regulatory Mechanism

BMP & Responsible Party	Measurable Goal	Complete (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)
BMP & Responsible Party Ordinance or Other Regulatory Mechanism City of Tontitown	Update Drainage Criteria Manual	Yes	Ordinance # 2021-06-01	Adopted by City Council	Yes

Sediment and Erosion Control Requirements

BMP & Responsible Party	Measurable Goal	Complete (Yes or No)	Standards Being Used	Summary of Activities or Updates	Effective (Yes or No)
Sediment and Erosion Control Requirements City of Tontitown	Update Drainage Criteria Manual	Yes	Ordinance # 2021-06-01	Adopted by City Council	Yes

Complaint Process

BMP & Responsible Party	Measurable Goal	Complete (Yes or No)	Number of Complaints Received	Number of Complaints Followed-Up On	Summary of Activities or Updates	Effective (Yes or No)
Complaint Process City of Tontitown	Complaint Process Develop investigation report form	Yes	0	0	No complaints received	Yes

Site Plan Review Procedures

BMP & Responsible Party	Measurable Goal	Complete (Yes or No)	Total Number of Applicable Sites Requiring Plans	Total Number of Site Plans Reviewed	Summary of Results or Activities	Effective (Yes or No)
Site Plan Review Procedures City of Tontitown	Review all plans and SWPPP's	Yes	13	13	All plans reviewed by City Engineer or Staff Engineer	Yes

Site Inspection Procedures

BMP & Responsible Party	Measurable Goal	Complete (Yes or No)	Total Number of Applicable Sites	Total Number of Site Inspections Performed	Average Frequency of Site Inspections Performed	Summary of Activities or Updates	Effective (Yes or No)
Site Inspection Procedures City of Tontitown	Inspect all construction project sites	Yes	13	110	1X per month	Inspect all site stormwater controls	Yes

Enforcement Procedures

BMP & Responsible Party	Measurable Goal	Complete (Yes or No)	Total Number of Violation Letters Issued	Total Number of Enforcement Actions Made	Summary of Results or Activities	Effective (Yes or No)
Enforcement Procedures City of Tontitown	Ensure corrective actions are completed	Yes	0	0	All projects complied with regulations	Yes

Post-Construction Storm Water Management In New Development And Redevelopment

Ordinance or Other Regulatory Mechanism

BMP & Responsible Party	Measurable Goal	Complete (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 Drainage Criteria Manual	Yes	Ordinance # 2021-06-01	Adopted by City Council	Yes

Post-Construction Requirements

BMP & Responsible Party	Measurable Goal	Complete (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	Yes	Seeding/Sodding of ditches and detention ponds	Final inspection must meet requirements to obtain final approval	Yes

Site Plan Review Procedures

BMP & Responsible Party	Measurable Goal	Complete (Yes or No)	Number of Applicable Sites Requiring Post-Construction BMPs	Number of Plans Reviewed	Summary of Activities or Updates	Effective (Yes or No)
Site Plan Review Procedures City of Tontitown	Review development plans for adherence to code	Yes	2	2	Approval if all conditions are met	Yes

Site Inspection Procedures

BMP & Responsible Party	Measurable Goal	Complete (Yes or No)	Total Number of Site Inspections Performed	Average Frequency of Site Inspections Performed	Summary of Results or Activities	Effective (Yes or No)
Site Inspection Procedures City of Tontitown	Perform site inspection of all projects prior to final approval and after closing	Yes	8	monthly	All projects in compliance	Yes

Enforcement Procedures

BMP & Responsible Party	Measurable Goal	Complete (Yes or No)	Total Number of Violation Letters Issued	Total Number of Enforcement Actions Made	Summary of Results or Activities	Effective (Yes or No)
Enforcement Procedures City of Tontitown	Withhold Certificate of Occupancy or Final Plat until satisfactory completion	Yes	0	0	No enforcement action necessary	Yes

Long-Term O&M Plans/Agreements

BMP & Responsible Party	Measurable Goal	Complete (Yes or No)	Total Number of Sites Requiring Plans/Agreements	Total Number of Plans Developed/Agreements in Place	Summary of Activities or Updates	Effective (Yes or No)
Long-Term O&M Plans/Agreements City of Tontitown	Ensure facilities are maintained by owner or POA	Yes	2	2	Ditches and detention ponds are maintained	Yes

Pollution Prevention/Good Housekeeping For Municipal Operations

Employee Training Program

BMP & Responsible Party	Measurable Goal	Complete (Yes or No)	Topic(s)	Targeted Audience	Total Number of Employees Attended	Summary of Activity	Effective (Yes or No)
Employee Training Program UADA CES NWA Stormwater Education	Conduct annual employee training	Yes	Municipal pollution prevention including general stormwater terms and good-housekeeping and construction BMP vocabulary	MS4 employees	9	In-person training with interactive components	Yes

Municipal Facilities Owned by the MS4

List of Municipal Facilities Subject to Program	O&M Procedures Developed for Facilities (Yes or No)	Total Number of Facility Inspections Performed	Frequencies of Such Inspections
Water, sewer, streets and parks departments	Yes	1	Annual

MS4 Maintenance

Summarize Maintenance Activities and Schedules	Summarize Activities Performed
As needed	Clean, mow and maintain drains and roadside open ditches

Disposal of Wastes

Procedures Developed (Yes or No)	Document Amounts of Wastes Properly Disposed
No	Oil changes performed off-site, sanitation is contracted, brush and trees hauled to Class 4 landfill or chipped

Road Salt

Covered (Yes or No)	Total Number of Quantity Used (Ton)	Summarize Measures Taken to Minimize Usage
Yes	3	Salt is mixed with sand at 1 to 5 ratio

Pesticide, Herbicide, & Fertilizer Usage

Chemicals	Procedures Developed (Yes or No)	Total Number of Quantity Used (Gallons or Pounds)	Summarize Measures Taken to Minimize Usage
Pesticide and Herbicide	No	60 gallons	Used only in hand sprayer
Fertilizer	No	None	No fertilizer used

Street Sweeping

Procedures Developed (Yes or No)	Document Amount of Material Collected and Properly Disposed
No	Tontitown does not own or operate a street sweeper

Flood Management Projects

Summarize any New or Existing Flood Management Projects that were Assessed for Impacts on Water Quality

City Engineer performed Phase 1 of a Citywide Comprehensive Stormwater Master Plan

Additional Information

1. 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.

Proposed Changes To Your SWMP (If Any)

The City of Tontitown hired Garver Engineering to perform a citywide Comprehensive Stormwater Master Plan in 2023. This plan identified the city's stormwater drainage basins and issues in those basins. Beginning this year, Garver will be performing a detailed study of one basin that was identified as a potential area of concern. Another basin area of concern will be studied by our Staff Engineer. Upon completion of these studies recommendations will be made for improvements.

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

Variances Granted (If Any)

None

3. Any Additional Documents To Upload (Optional)

- [Jan-Mar 2023 Stormwater Ed Report.pdf - 03/25/2024 09:06 AM](#)
- [Apr - Jun 2023 Stormwater Ed Report.pdf - 03/25/2024 09:06 AM](#)
- [Jul - Sept 2023 Stormwater Ed Report.pdf - 03/25/2024 09:06 AM](#)
- [2023 Inspections.xlsx - 03/25/2024 09:06 AM](#)
- [SWMP Tontitown Phase 1 Report.pdf - 03/25/2024 09:07 AM](#)
- [2023 Annual Review.pdf - 03/25/2024 09:08 AM](#)

Comment

NONE PROVIDED

Revisions

Revision	Revision Date	Revision By
Revision 1	3/22/2024 9:21 AM	James Lance Clark
Revision 2	3/27/2024 9:01 AM	James Lance Clark