



ARKANSAS  
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 March 31<sup>st</sup>.
- Complete the form and sign and date the certification statement below by the Responsible Official.
- 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  
Office of Water Quality  
General Permits Section  
5301 Northshore Drive  
North Little Rock, AR 72118  
Water-permit-application@adeq.state.ar.us

Small MS4 Annual Report for Year: 2020

ADEQ Permit Tracking Number: ARR040009

Name of MS4: City of Bentonville

Primary Contact: [REDACTED]

Title: [REDACTED]

Mailing Address: [REDACTED]

City: Bentonville

Zip Code: 72712

County: Benton

Telephone Number: 479-271-5966

Email Address: sorman@bentonvillear.com

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.

Mayor—Stephanie Orman 479-271-5966 sorman@bentonvillear.com  
 City Engineer—Dan Weese 479-271-3168 dweese@bentonvillear.com  
 Stormwater Coordinator—Janet Paith 479-271-6719 jpaith@bentonvillear.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 of Responsible Official: \_\_\_\_\_ Stephanie Orman \_\_\_\_\_

Print Title of Responsible Official: \_\_\_\_\_ Mayor \_\_\_\_\_

Signature of Responsible Official: \_\_\_\_\_

Date: \_\_\_\_\_

## SMALL MS4 ANNUAL REPORT FORM

**PUBLIC EDUCATION & OUTREACH**

Estimate Your Permit Area's Total Population:  
**2010 Census 33,801 (Current Estimate 52,000)**

At Least Five Different Themes/Messages Are Required Over Permit Term  
 Overall # of completed Themes/Messages 1/5 for 2020-2024

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	Develop 5 educational materials across the permit term. Number of materials will be documented	Storm drain awareness and dumping and how individual decisions and actions can combine to improve and protect water resources	General Public	100% of target audience  29,346 residents	Developed multiple digital and a few hard copy content pieces for social and mass media. Also had 4 different interviews with KUAF, 3 segments on the local news, 2 newspaper articles, and other outlets for information distribution including trail signage.	Yes
UADA CES NWA Stormwater Education						
Conduct Stormwater Education Activities	Stormwater education programs will be conducted and attendance will be documented.	Storm drain awareness and dumping and how individual decisions and actions can combine to improve and protect water resources	General Public	1%  177 residents	22 different presentations, webinars, and or classes were conducted on topics such as LID, construction regulations, pollution prevention, etc.	Yes
NWA Regional Stormwater Ed. Program						
Stormwater Education	Provide public with stormwater educational materials and announcements	Topics in Stormwater Management and Compliance for public awareness; particularly illicit discharges	Citizens, contractors, and engineers, city staff	<1% of target audience	24 Public Education activities recorded	Yes
Stormwater Coordinator						
				20	-Presented at International Erosion Control Association on MS4 web resources	
				100	-Provide new FEMA documentation to engineers	
				40K	-Wrote 3 city newsletter articles	
				30	-Street Dept took UofA ARDOT CTPP Stormwater class	
				10	-Advertise workshops, local clean up days, etc.	
				6	-Runoff Mitigation ordinance training	

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### PUBLIC INVOLVEMENT/PARTICIPATION

At Least Five Public Involvement Activities Are Required Over Permit Term  
 Overall # of completed Public Involvement 1/5 for 2020-2024

BMP (Activity) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People Participated	Summary of Results	Effective (Yes or No)
Conduct Stormwater Education Activities	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	General public	145 residents	12 different events that Allowed residents to take part in pollution prevention activities. Clean ups, online surveys, pledges, and the educational planning meeting are just some of the types of events	Yes
UADA CES NWA Stormwater Education						
Conduct Stormwater Outreach Activities	Public participation and involvement activities related to stormwater	Engaging community members to enhance water quality and promote watershed stewardship	General public	20	37 Public Involvement activities recorded.  -Participate in NWA Stormwater Compliance Group, city Expo, and IRWP events, NWA IECA LNL committee, EcoFest committee	Yes
Stormwater Coordinator						
				63	-Clean the Streets Day and	
				60	-Adopt a Street groups	
				32	-Bentonville Parks Conservancy keeps trees healthy	
				12	-Runoff Mitigation staff and developer meeting	
				5	-City staff attended virtual AFMA conference	

## SMALL MS4 ANNUAL REPORT FORM

				7	-Meetings on Detention basin ordinance	
				2	-Interviewed for City hazard mitigation and resilience planning with KU and SCIPP research	
				2	-Participated in Hazard Mitigation Planning renewal	
				3	- Provided stormwater related guidance to AR stormwater programs: Rogers, Bella Vista, Springdale, Siloam Springs. Pine Bluff	
				30	-Attended Community Ward and City council meetings addressing drainage	
				7	-Instituted planning meetings between trail developers and Parks Dept about proposed floodplain and drainage development	

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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	Evaluate code effectiveness	Yes	Ord 2006-167	Applicable codes cited to address site conditions		Yes	
Engineering Dept							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates			Effective (Yes or No)	
Storm Sewer System Map	As built record drawings of locations of stormwater features required	Yes	As built drawings of completed projects saved for Engineering Dept reference Stormwater drainage systems being added to city GIS			Yes	
Engineering Dept							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates			Effective (Yes or No)	
IDDE Plan	Plan is for detection and then process for elimination of Illicit discharges within the City limits.	Yes	Built GIS database outfall points. Utilized new I-pad field inspection feature. Picked low places along blue lines that should be dry. Addressed 44 reported concerns discharges			Yes	
Stormwater Coordinator							
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 <u>61</u> Total # of Outfalls <u>61</u>	Inspect outfalls	Yes	61	12	Identified*	Eliminated	Yes
					2	1	
Total # of Outfalls Screened Over Permit Term <u>61</u>							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates			Effective (Yes or No)	
Identification of allowable non-stormwater discharges	Illicit discharges logged into robust data collection system	Yes	As illicit discharges are found or reported, Stormwater Coordinator identifies if allowable non-stormwater discharge and/or follows to resolution.			Yes	
Stormwater Coordinator							

\*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	Stormwater Pollution Prevention and Erosion Control Ordinance	Yes	Ord. # 2006-167 www.bentonvillear.com/docs/planning/stormwater ordinance		With ordinance in place the City has enforcement actions up to and including fines and stop work orders for violations	Yes
Engineering Dept						
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	Education of Contractors and Developers	Yes	Every large scale development and preliminary plat is reviewed by Engineering Dept. per stormwater and drainage codes. Stormwater video and quiz given to project managers. There is a NWA BMP Manual for specifications		Each pre-construction meeting allows the City an opportunity to make sure the developer/contractor understands what is required for their project	Yes
Construction Inspector, Stormwater Coordinator						
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	Track each reported concern	Yes	96	94	Complaints/Concerns are tracked and resolution recorded. Other are in progress.	Yes
Stormwater Coordinator						
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	Pre-construction meeting between the Eng. Dept, Contractor, Developer and the Engineer of record for site	Yes	75 and 7 Grading Only	246 estimated (includes multiple submittals)	82 pre-construction meetings held make project staff aware of city requirements and regulations. Allows opportunity to discuss BMP implementation per project. Confirms wetland potential via National Wetlands Inventory website and Floodplain requirements on all new projects	Yes
Engineering Dept						
					Tell Developers in PreCon about Town Branch TMDL for Phosphorus and ways to reduce nutrient loading	

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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	Inspection of ADEQ permitted sites	Yes	~70	422	monthly	Stormwater Site Inspection recorded. Stormwater construction site inspection sheets left in SWPPP mailbox as record of site inspection. It lists comments and corrective actions	Yes
Construction Inspectors and Stormwater Coordinator							
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	Stormwater Ordinance has enforcement procedures written into regulation	Yes	0	6	Operators are notified of compliance concerns and corrective actions are requested. Multiple inspection reports are written to explain regulations. When warranted, construction inspections and/or building inspections are stopped until issues are resolved	Yes	
Engineering Dept							

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

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### 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	Evaluate code effectiveness	Yes	City ord. 2008-87 Stormwater Management Drainage Manual and Subdivision Code		Applied codes as required	Yes
Engineering Dept						
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	Inspection of site with approved plans and city regulations	Yes	Yes  Stormwater feature construction per detail and per ordinance requirements		Sites are to be 80% vegetated upon project SWPPP closure  Continued mapping	Yes
Engineering Dept						
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	Review each plan approved for construction within the city	Yes	~70 All large scale developments are required to submit a drainage report	75 All drainage reports are reviewed per city requirements	Each set of plans are reviewed by various departments to determine compliance with city code; particularly at final project completion inspection	Yes
Engineering Dept						
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	To make sure projects are meeting plan completion as according to plan and code	Yes	122 Final Inspections 48 1-yr maintenance	5 avg. per month	Final stormwater inspection evaluates site with respect to city and state regulations	Yes
Engineering Dept						
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	Document reported concerns	Yes	0	0	Recorded and addressed 43 sites with post construction stormwater concerns	Yes
Engineering Dept						



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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)
<p>Long-Term O&amp;M Plans/Agreements</p> <p>Engineering Dept</p>	<p>Unless deeded to the city prior to 2005, all stormwater basins are private or property of POA and are their responsibility to maintain. A new ordinance dated Aug 2020 extended date for deeding until Nov 2020.</p>	<p>Yes</p>	<p>4 sites contained Low Impact Development (LID) stormwater management practices</p>	<p>Logged stormwater basin locations with post construction maintenance data</p>	<p>Since 2005 all post construction stormwater features are deeded to POA or large scale sites as common property for their owner responsibility to maintain. Recommend and request Operation and Maintenance plans upon plan review</p> <p>City hires contractor to mow city-owned stormwater basins</p> <p>City was deeded 7 detention basins per 2020 ordinance extension</p>	<p>Yes</p>

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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	Stormwater regulations and municipal pollution prevention focusing on application of materials, and construction permitting guidelines	City staff or designated representatives	107 Water, Sewer, Parks, Street, Public Works, Electric department employees	Conducted municipal employee training focusing on "Do's and Don'ts of BMPs"	Yes
NWA Regional Stormwater Education Program							
<b>List of Municipal Facilities Subject to Program</b>				<b>O&amp;M Procedures Developed for Facilities (Yes or No)</b>		<b># of Facility Inspections Performed</b>	<b>Frequencies of Such Inspections</b>
Airport, Municipal Works (includes Transportation/Street, Electric, Inventory and Water/Sewer), Public Works, Parks and Rec, Police, Fire, Compost/Wastewater, Library, Community Development				Yes		68 facility 32 quarterly	Each Dept to document monthly inspections and quarterly inspection of municipal facilities
<b>MS4 Maintenance</b>	<b>Summarize Maintenance Activities and Schedules</b>			<b>Summarize Activities Performed</b>			
	Stormwater Management Plan for City Facilities  Covered wash bay for city vehicles drains to sanitary sewer  Street Dept drainage maintenance activities			Updated SWPPP municipal contacts list  Wash bay vac'd as needed, Municipal complex hydrodynamic separator vac'd.  Street Dept Maintenance Program handled 166 drainage related work orders. It includes culvert, ditch, detention, and erosion repair and maintenance.			
<b>Disposal of Wastes</b>	<b>Procedures Developed (Yes or No)</b>		<b>Document Amounts of Wastes Properly Disposed</b>				
	Yes		Compost facility accepts woody debris. Fill site accepts soils. Hydrodynamic separator removes pollutants at street sweeper clean out location. Used oil containers are available.				
<b>Road Salt</b>	<b>Covered (Yes or No)</b>		<b>Tons Used</b>	<b>Summarize Measures Taken to Minimize Usage</b>			
	Yes		7,687 gals of salt brine 4 cu/yd of sand 255 cu/yd of salt	Limit usage to maintain safe road conditions  Do not spray roads when rain predicted			
<b>Pesticide &amp; Herbicide Usage</b>	<b>Procedures Developed (Yes or No)</b>		<b>Gallons Used</b>	<b>Summarize Measures Taken to Minimize Usage</b>			
	Yes		34 lbs Prodiamine 23 gal 3D Herbicide 5.6 gal Precip Liquid 12/7ga; Trimec 1 gal Bifenthan	Application rates recorded on spreadsheet by licensed applicators from city and city contractor			

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Fertilizer Usage	Procedures Developed (Yes or No)	Pounds Used	Summarize Measures Taken to Minimize Usage
Street Sweeping	Procedures Developed (Yes or No)  Yes (Sweeping by quadrant)	Pounds Used  291 cu yds of sediment and leaves disposed of at compost facility. The city-wide resident leaf collection program picked up 3,284 bags.	Document Amount of Material Collected and Properly Disposed
Flood Management Projects	Summarize any New or Existing Flood Management Projects that were Assessed for Impacts on Water Quality		
	<p>Investigated 82 Flood and 62 Drainage related concerns.</p> <p>The CRS Floodplain program underwent updates and passed 2018 federal Verification Visit and 2020 state Community Assistance Visit. Issued 20 Floodplain Development Permits, conducted 79 reviews, evaluated 53 Elevation Certificates and 41 various Floodplain inspections. Mailed 118 letters to realtors, banks, and insurance companies about floodplain data and put articles in City Newsletter. Updated city benchmarks.</p> <p>City has 7 CLOMRs and 3 LOMRs pending.</p>		

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### 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.

#### 2020 SWMP Elements Updates:

The pandemic did not limit construction industry activity. It did limit municipal and stormwater inspection oversight as noted in 2020 report numbers.

The City of Bentonville passed the second 5yr MS4 audit and the SWMP was revised and approved. MS4 Permit for Pub Ed. and Pub Inv. was streamlined to match SWMP goals.

Focused on Dry-Weather Screening. Outfalls were chosen at low lying or designated wetland drainage areas that should be dry after 72hours without precipitation. They were mapped and inspected.

The annual MS4 report shows the minimum stormwater related reported concerns. The lower number of Stormwater program technical assistance is result of the new city wide 311 Reported Concerns system. The 155 Reported Concerns from 311 system were decentralized to Engineering Dept. They were handled by others and not categorized by minimum control measure. One hundred and fourteen of these concerns were resolved and the others were forwarded to other departments as needed.

The annual Leaf Collection program doubled. The street sweeper broke and city is in bid process to purchase new sweeper.

Related stormwater activities undertaken by the City in 2020:

- The City conducted various drainage studies in flood prone areas and actively corrected street drainage issues. The results of the Downtown Drainage Study were posted on public GIS map.
- SWPPP limits were published to public GIS.
- An ordinance was passed, effective for three months, for City to gain ownership of stormwater basins.
- The City passed a Runoff Mitigation Ordinance for residential development post construction stormwater drainage effective Jan 2021.
- The City is in process of reviewing and updating stormwater and drainage related ordinances.
- There is an \$18M bond proposal for 25 drainage projects.

### VARIANCES GRANTED (IF ANY)

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