

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 1<sup>st</sup>.
- 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: calendar year 2014

ADEQ Permit Tracking Number: ARR040059

Name of MS4: City of Bella Vista

Primary Contact: Jennifer Bonner

Title: Planner I

Mailing Address: 306 Town Center West

City: Bella Vista

Zip Code: 72714

County: Benton

Telephone Number: 479-268-4980

Email Address: jibonner@bellavistacityar.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 – Peter Christie; Phone: 479-876-1255

Director of Planning, Building, and Code Enforcement – Chris Suneson; Phone: 479-876-1255

Planner I - Jennifer Bonner; Phone: 479-268-4980; Email: jibonner@bellavistacityar.com

Attached: Organizational Chart (page 45) from Stormwater Management Plan (SWMP) covering August 1, 2014, to July 31, 2019

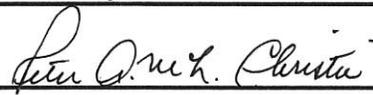
Educational Memorandum Of Understanding between city, NWARPC, and (contractor) Cooperative Extension Service (CES; 2 pages)

Annual Education report from contractor (CES) to municipality; 4 pages

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: Peter Christie

Print Title: Mayor

Signature: 

Date: May 26, 2015

### PUBLIC EDUCATION & OUTREACH – Permit Area's Total Population: **Entire City: 26,461 ; Urbanized area: 22,841**

BMP mechanism	Responsible Party	Measurable Goal	Theme or Message	Target Audience (50% of UA Pop.)	Percent of target AND/OR Total people reached	Summary of Results	Effective (Yes or No)
<b>Develop &amp; distribute printed educational materials</b>	NWA Regional Stormwater Education Program	Provide resource materials to help residents understand and implement storm-water management and pollution prevention BMPs as well as for teachers to include water quality lessons in their plans	Individual decisions and actions can combine to improve and protect regional water resources with a focus on pet waste pick-up	2013 - Bella Vista's residents and pet owners	2013 - 1% of target audience; More than 156 materials distributed to residents	2013 - Distributed electronic teacher resource newsletter and distributed NWA Resource Directory with pet waste ad as well as other materials at various events	Yes; Each Year
				2014 - Bella Vista's residents	2014 - 1% of target audience; More than 110 materials distributed to residents		
<b>Develop &amp; distribute electronic and mass media messages</b>	NWA Regional Stormwater Education Program	Promote stormwater management and pollution prevention BMPs through newspaper, radio, television, and water bill inserts	2013 - Proper pet waste management and preventing stormwater pollution through storm drain inlets	2013 - Bella Vista's residents and pet owners	2013 - 44% of target audience; More than 5,000 in circulation/audience	2013 - Three newspaper articles/photos on the UpStream Art storm drain mural program and installation of NWA pet waste stations were featured in the AR Democrat-Gazette and on KEZA 107.9	Yes; Each Year
				2014 - Bella Vista's residents	2014 - 100% of target audience; More than 11,790 in circulation/audience		
<b>Create displays &amp; staff educational exhibits</b>	NWA Regional Stormwater Education Program	Develop and establish static unmanned and/or staffed booth educational displays	2013 - Pet waste pick-up	2013 - Bella Vista's residents and pet owners	2013 - Less than 1% of target audience; Visited with more than 112 residents at staffed events	2014 - More than seven displays were developed and exhibited/staffed at the Cooperative Extension office and in conjunction with the Touch-a-Truck, the Benton County Fair, Hay Day, and other smaller county-wide events.	Yes; Each Year
				2014 - Household hazardous waste BMPs, rain barrels and storm drain inlet awareness	2014 - 12.3% of target audience; Visited with more than 1,405 residents at staffed events		
<b>Conduct hands-on youth stormwater and/or water quality education programs</b>	NWA Regional Stormwater Education Program	Engage students in experiential learning, using stormwater and pollution prevention concepts to meet state Science frameworks	As cities develop, stormwater carries pollutants to nearby water resources. Everyone has a role in its management and pollution prevention	Bella Vista's school-age youth	2013 - Less than 1% of target audience; 18 youth participant	2013 - A total of six school, 4-H and Scouts programs were conducted - student and teacher evaluations indicated an effective program delivery and knowledge gained	Yes; Each Year
				2014 - 6% of target audience; 681 youth participants	2014 - A total of four school, 4-H and Scouts programs were conducted - student and teacher evaluations indicated an effective program delivery and knowledge gained.		
<b>Conduct stormwater education programs for adult audiences</b>	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 carries pollutants to nearby water resources. Urban residents' decisions and actions are key for effective stormwater management and pollution prevention.	2013 - Bella Vista's residents and pet owners	2013 - Less than 1% of target audience; 16 adult participants	Six programs were conducted including presentations at meetings, hands-on workshops and regional conferences	Yes; Each Year
				2014 - Bella Vista municipal, civic, construction, gardening and environmental adult audiences	2014 - Less than 1% of target audience; 22 adult participants		
<b>Riparian areas</b>		Remove floatables and gross pollutants from creeks and streams.	2013 - Recognize and appreciate local waterways so you can help protect them from hazards such as pet waste.	2013 - Bella Vista's residents and pet owners	2013 - None	None in 2013; Staff hired in last quarter of year so creating and coordinating the activities required in the SWMP took most of the time available for this year.	Yes; Each Year
City Planning, Building, & Code Enforcement; Bella Vista Property Owners Association	Plant trees and shrubs along creeks and streams to reduce erosion	2014 - Support and help local waterways by protecting them from improper disposal of household hazardous wastes.	2014 - Industrial, institutional, and commercial users of local water service.	2014 - 3 people related to design and construction of project under Summary of Results	2014 - An application for a streambank restoration and stabilization project by the BV POA on Tanyard Creek below Lake Windsor spillway was reviewed. A grading and erosion control permit was issued and construction began. Project to be completed in Spring 2015.		

**PUBLIC INVOLVEMENT/PARTICIPATION**

BMP Activity	Measurable Goal	Theme or Message	Target Audience (50% of U/A Pop.)	Percent of target AND/OR Total people reached	Summary of Results	Effective (Yes or No)
<b>Train and Utilize Volunteer Educators</b>	"Train-the-trainer" processes will be used to engage public volunteers and educators in teaching stormwater and pollution prevention	Training community volunteers on stormwater dynamics and pollution prevention BMPs expands education and outreach impacts as they, in turn, help educate other urbanized area residents	2013 - Bella Vista residents and civic and environmental organizations 2014 - Urbanized area residents and civic and environmental organizations	2013 - Sixteen Master Gardeners were trained on homeowner BMPs such as nutrient application and creating pervious surfaces. Trained two municipal employees for conducting NWA stormwater contractor training. 2014 - Seventy individuals participated in trainings on homeowner BMP, construction, and/or nutrient application	Residents were educated on stormwater pollution prevention BMPs and will now help educate others via monthly booths at the farmers market as well as answering gardening hotline questions. NWA stormwater contractor training to be required on all projects in Bella Vista beginning in mid-February 2014. Training is same as required on all projects requiring an ADEQ permit in other NWA communities.	Yes; Each Year
<b>Conduct public participation and/or involvement events</b>	Engage NWA urban residents in picking up litter, removing hazardous materials from sites	2013 - Recycling e-waste can prevent stormwater contamination from improper disposal 2014 - Using community volunteers not only directly enhances water quality but also watershed stewardship	Bella Vista businesses and residents Regular fishers of lake and/or residents of lake front properties in Bella Vista	2013 - Five residents and business operators brought materials to the E-Waste recycling event 2014 - Seven residents helped clean-up area waterways	Engage NWA urban residents in picking up litter, removing hazardous materials from sites	Yes; Each Year
<b>Engage residents in stormwater policy development</b>	Citizen-based water quality monitoring of lakes & creeks	Water quality monitoring for temperature, pH, and nutrient levels for state-approved lake-nutrient application program	2013 - Developers, contractors, engineers, municipal staff, & environmental stewards 2014 - Bella Vista property owners and renters	2013 - Participant data is unknown - nearly 40 people attended the meeting 2014 - Participant data is unknown - residents of Bella Vista had access to Ordinance 2014-24 (Prohibiting the Discharge of Contaminants into the Storm Water Drainage System) prior to recommendation by Planning Commission and adopted by City Council at their respective meetings.	2013 - An NRCS meeting on the revision of the statewide water plan was sent to over 600 email list serve recipients and the event was publicized on the Stormwater Education social media internet page. 2014 - Planning Commission first looked at Ordinance 2014-24 in March 2014. Due to legal questions that ordinance was not seen by City Council until September's meeting for its first meeting. All issues were resolved by the time of the ordinance's third reading in November 2014.	Yes; Each Year
<b>NWA Regional Stormwater Education Program</b>	Conduct public meeting to garner input on the education and outreach plan and various program planning sessions	2013 - Understand the changes to Arkansas Water plan 2014 - Proper disposal of household hazardous wastes				

**ILLCIT DISCHARGE DETECTION & ELIMINATION (IDDE)**

BMP mechanism or Action	Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used	Summary of Results or Activities	Effective (Yes or No)
<b>Ordinance</b>	Planning, Building, & Code Enforcement	2013 - Ordinance was adopted in October 2011 by revising Article 200 and adding Article 1400 (Grading, Erosion Control, and Stormwater Pollution Prevention) to existing the Subdivision Code 2014 - All ordinances re-formatted into single Municipal Code document	Yes	<a href="http://www.cityofbellavista.com/administration/ordinances.html">http://www.cityofbellavista.com/administration/ordinances.html</a> <a href="http://www.cityofbellavista.com/administration/ordinances.html">Ord 2011-14 a Stormwater Management.doc</a> <a href="https://www.arkcode.com/library/ar/bella_vista_city/codes/code_of_ordinances">https://www.arkcode.com/library/ar/bella_vista_city/codes/code_of_ordinances</a>	100% Completed	Yes; Each Year
<b>Storm Sewer System Map</b>	Planning, Building, & Code Enforcement	Determine outfall identification code (i.e. numbering sequence). Identify watershed sub-basins.	Yes		Summary of Activities or Updates 2013 - 90% Complete; Will most likely need some fine-tuning once field work begins. 2014 - 97% Complete; Still needing some minor fine-tuning as field work progresses.	Yes; Each Year
<b>Planning, Building, &amp; Code Enforcement</b>		Inventory 20% of stormwater outfalls.	No		2013 - 0% Completed; Staff hired in last quarter of year so creating and coordinating the activities required in the SWMP took most of the time available for this year. 2014 - 5% of mapping completed but Staff already enforcing maintenance of all public drainage ways.	Yes

	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates	Effective (Yes or No)
<b>IDDE Plan</b>	Planning, Building, & Code Enforcement; other City departments; private water and wastewater utilities' employees; private lakes department staff	No	2013 - 0% Completed because not in 2011 ordinance; Need to work with staff attorney (hired at the end of 2013) about adding these definitions to this ordinance. 2014 - 100% Completed: Ordinance 2014-24 (Prohibiting the Discharge of Contaminants into the Storm Water Drainage System) was adopted by City Council at their November 2014 meeting. The definitions of both illegal and illicit discharges were included in the ordinance. Ordinance 2014-24 was included in the new Municipal Code at time of its adoption.	No
			2013 - 0% Completed: Need to work with private wastewater utility and private (POA) lakes department staff to collect this information in 2014. 2014 - 75% Completed: Current background information collected but Historical data not provided until calendar year 2015	
<b>Dry-Weather Screening of Outfalls</b>	Planning, Building, & Code Enforcement; private water and wastewater utilities' employees; private lakes department	2013 - Number of Outfalls Screened: 0	Summary of Activities or Updates	No
		2013 - Total # of Outfalls: 0		
<b>Identification of allowable non-stormwater discharges</b>	Planning, Building, & Code Enforcement; private water and wastewater utilities' employees; private lakes department	2014 - Number of Outfalls Screened: 0	2013 - Over 150 complaints in calendar year 2013 about unsanitary and unsightly conditions related to rubbish, garbage, trash, building materials, illegal dumping (i.e. in undeveloped areas). 2014 - Over 350 complaints for same types of items reported in 2013. 0% Completed: Staff hired in last quarter of year so creating and coordinating the activities required in the SWMP took most of the time available for this year. 2014 - 0% Completed: Supervisor directed mapping to begin after additional departmental staff was hired in December 2014.	No
		2014 - Total # of Outfalls: 0		

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

### CONSTRUCTION SITE RUNOFF CONTROL

BMP mechanism or Action	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used	Summary of Results or Activities	Effective (Yes or No)
<b>Ordinance</b>	2013 - Ordinance was adopted in October 2011 by revising Article 200 and adding Article 1400 (Grading, Erosion Control, and Stormwater Pollution Prevention) to existing the Subdivision Code	Yes	<a href="http://www.cityofbellavista.com/administration/ordinances.htm?Ord=2011-14%20Stormwater%20Management.doc">http://www.cityofbellavista.com/administration/ordinances.htm?Ord=2011-14%20Stormwater%20Management.doc</a>	100% Completed	Yes: Each Year
Planning, Building, & Code Enforcement	2014 - All ordinances re-formatted into single Municipal Code document		<a href="https://www.municode.com/library/ar/belva_vista_city/codes/code_of_ordinances">https://www.municode.com/library/ar/belva_vista_city/codes/code_of_ordinances</a>		
<b>Drainage Manual</b>	2013 - 85% Complete: To be submitted to Planning Commission in first quarter of 2014 for recommendation to City Council for acceptance when completed	Yes	2013 - Document to be posted on city website upon final adoption by City Council in mid-2014	2013 - Draft document completed for staff review; Staff review and Public hearings to be completed in 2014 before adoption can be completed	Yes: Each Year
Planning, Building, & Code Enforcement	2014 - 100% Complete: City Council adopted at May 27 <sup>th</sup> meeting; document effective date was July 4		2014 - Ready for placement on website after effective date, but several mayoral candidates running for office in November announce re-vamping the City's website as part of their platform, so posting was not completed in calendar year 2014.	2014 - 100% Completed	

	Measurable Goal	Completed (Yes or No)	Standards Being Used	Summary of Results or Activities	Effective (Yes or No)				
Sediment and Erosion Control Requirements	2014 - Review all large-scale development plans (14), large-scale waivers (0), and subdivision plans (0) submitted for planned controls		2013 - Zoning and Subdivision Codes on large-scale development plans, large-scale waivers, and subdivision plans	2014 - # approved: 13; # pending: 1; # denied: 0; # withdrawn or time-died: 0					
	2013 - Review, comment, and approve or deny each grading permit requested (2)		2014 - # approved: 2; # denied: 0; # withdrawn or time-died: 0						
Planning, Building, & Code Enforcement	2014 - Review, comment, and approve or deny each grading permit requested (90)		2014 - Primarily Chapters 105 (Floodplains) and 107 (Subdivisions) of new Municipal Code (referenced above)	2014 - # approved: 89; # pending: 1; denied: 0; # withdrawn or time-died: 0	Yes; Each Year				
	2013 - Review, comment, and approve or deny each grading permit requested (90)		2013 - Subdivision Code on grading and erosion control permits						
Comment and Complaint Process (NOT including flooding issues)	All complaints and comments are logged into a city-wide computer system for follow-up, tracking, and historical data, (tied to individual property information)	Yes	Received	Followed-Up On					
			1465 in 2013	2013 - 1120 closed by Code Enforcement; 105 forwarded to police dept; 3 referred to city attorney; 19 sent to street dept.; 3 referred to Fire Dept; 17 referred to Building Dept; 12 sites maintained by city; one to state board of health; and 5 to non-municipal enforcers					
All city departments			1716 in 2014	2014 - 1198 closed by Code Enforcement; 177 forwarded to police dept; none referred to city attorney; 32 sent to street dept; 1 referred to Fire Dept; 43 referred to Building Dept; 13 sites maintained by city; 4 to state board of health; and 3 to non-municipal enforcers	2014 - 86% Completed				
Site Plan Reviews	2013 - Review all large-scale development plans (5), large-scale waivers (4), minor variances (2), zoning variances (2), and subdivision plans (0) submitted for planned controls	Submitted	13	Reviewed	13	Approved	10	Grading and erosion control permit enforcement began in last quarter of 2013; all other permits were enforced during entire year	Yes; Each Year
			19	19	17	2014 - # approved: 17; # denied: 0; # withdrawn or time-died: 2			
Planning, Building, & Code Enforcement	2013 - Review, comment, and approve or deny each Floodplain permit (5), and grading and erosion control permit requested (2)	Yes	7	7	7	7	Grading and erosion control permit enforcement began in last quarter of 2013; all other permits were enforced during entire year	Yes; Each Year	
			95	95	94	2014 - # approved: 94; # pending: 1; denied: 0; # withdrawn or time-died: 0			
Site Inspections	2014 - Review, comment, and approve or deny each Floodplain permit (5), and grading and erosion control permit requested (90)		# of Sites	# Performed	Min. Frequency	Each site approved			
			11 in 2013	11 in 2013					
Regular inspection of development construction on every site until project completion	Review of all controls at pre-construction meeting for each site (construction not allowed to start until controls are accepted by City's inspector)	Yes	20 in 2014	20 in 2014	Once per month per site	Contractors worked with on each site to resolve problems found	Yes; Each Year		
			210 (includes individual homes) in 2013	2150 (includes individual homes) in 2013	Once per month per site; New homes require up to 15 inspections (averaging once every 2 weeks)				
Planning, Building, & Code Enforcement	Regular inspection of development construction on every site until project completion	Yes	278 (includes individual homes) in 2014	2300 (includes individual homes) in 2014					

	Building inspectors do a review of controls during their visits to make sure controls are operational and not needing replacements or repairs		210 (includes individual homes) in 2013 278 (includes individual homes) in 2014	2150 (includes individual homes) in 2013 2300 (includes individual homes) in 2014		Inspectors worked with contractors on each site to resolve problems found	
<b>Enforcement Actions</b>	Follow guidelines established in various sections of municipal code and various department policies	Yes	# of Tickets 2013 - 86 referred to Police Dept. for citations; 3 actual tickets issued; 2 sent to court; 39 resolved or otherwise closed 2014 - 177 referred to Police Dept. for citations; no actual tickets issued; none sent to court; 1200 resolved or otherwise closed	# of Letters 2013 - 9 after 142 verbal warnings 2014 - 66 after 158 verbal warnings	# of Actions 2013 - 19 sent to street dept.; 3 referred to Fire Dept; 17 referred to Building Dept; 12 sites maintained by city; one to state board of health; and 5 to non-municipal enforcers 2014 - 32 sent to street dept.; 1 referred to Fire Dept; 43 referred to Building Dept; 13 sites maintained by city; 4 to state board of health; and 3 to non-municipal enforcers	2013 - Only 6% required action by municipality for non-compliance 2014 - Less than 4% required action by municipality for non-compliance	Yes; Each Year
Planning, Building, & Code Enforcement; Police Dept.							

### POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND RE-DEVELOPMENT

BMP mechanism or Action	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used	Summary of Results or Activities	Effective (Yes or No)	
<b>Ordinance</b>	2013 - Ordinance was adopted in October 2011 by revising Article 200 and adding Article 1400 (Grading, Erosion Control, and Stormwater Pollution Prevention) to existing the Subdivision Code	Yes	<a href="http://www.cityofbellevista.com/administration/ordinances.htm?Ord_2011-14_a_Stormwater_Management.doc">http://www.cityofbellevista.com/administration/ordinances.htm?Ord_2011-14_a_Stormwater_Management.doc</a> <a href="https://www.municode.com/library/a/bellevista_city/codes/code_of_ordinances">https://www.municode.com/library/a/bellevista_city/codes/code_of_ordinances</a>	100% Completed	Yes; Each Year	
Planning, Building, & Code Enforcement	2014 - All ordinances re-formatted into single Municipal Code document					
<b>Drainage Manual</b>	2013 - 85% Complete; To be submitted to Planning Commission in first quarter of 2014 for recommendation to City Council for acceptance when completed	Yes	2013 - Document to be posted on city website upon final adoption by City Council in mid-2014 2014 - Ready for placement on website after effective date, but several mayoral candidates running for office in November announce re-vamping the City's website as part of their platform, so posting was not completed in calendar year 2014.	2013 - Draft document completed for staff review; Staff review and Public hearings to be completed in 2014 before adoption can be completed 2014 - 100% Completed	Yes; Each Year	
Planning, Building, & Code Enforcement	2014 - 100% Complete; City Council adopted at May 27 <sup>th</sup> meeting; document effective date was July 4		2013 - Zoning and Subdivision Codes on large-scale development and subdivision plans 2013 - Subdivision Code on grading and erosion control permits 2014 - Primarily Chapters 107 (Subdivisions) and 109 (Zoning) of new Municipal Code (referenced above) on large-scale development and subdivision plans 2014 - Primarily Chapters 105 (Floodplains) and 107 (Subdivisions) of new Municipal Code (referenced above) on grading and erosion control permits	100% Completed	Yes; Each Year	
Planning, Building, & Code Enforcement	2014 - All ordinances re-formatted into single Municipal Code document	Yes	Reviewed 0 in 2013 0 in 2014	Required 0 in 2013 0 in 2014	No subdivision has been submitted for development or acceptance	Yes; Each Year
<b>Site Plan Reviews</b>	Before City Council accepts any subdivision, site will have final inspection and all paperwork will be reviewed for all required controls	Yes	405 in 2013 388 in 2014	405 in 2013 388 in 2014	100% before Certificates of Occupancy (or completion of a project) issued	Yes; Each Year
Planning, Building, & Code Enforcement	Prior to issuance of any Certificate of Occupancy of any building (or completion of a project), all paperwork for the site will be reviewed for all required controls		Performed 2013 - Identified primary 6 sites that are under city control 2014 - Identified final 3 sites under city control	Min. Frequency 0 in 2013	2013 - 75%; Sites still being identified since stormwater staff not hired until last quarter of year 2014 - 100% Completed	Yes; Each Year
<b>Site Maintenance Inspections</b>	Review at least once per year each city-owned or city-operated property	Yes				Yes; Each Year

Planning, Building, & Code Enforcement	Review once per year of each property with a post-construction BMP plan. Any deficiencies will be addressed through the Enforcement Actions.	2013 - Six annual inspections; each site reviewed 25-30 times during construction		Once per month during construction; Annually afterwards	2013 - 15%; Sites still being identified since staff not hired until last quarter of year	Yes; Each Year
		2014 - Twenty annual inspections		# of Letters	2014 - 100% Completed Violations	
<b>Enforcement Actions</b>	Follow guidelines established in various sections of municipal code and various department policies	Average one per site during construction; None per annual post-construction inspection		One per site construction visit; None per annual inspection	One per construction site for those sites requiring post-construction controls; None per annual inspection	Yes; Each Year
Planning, Building, & Code Enforcement; Police Dept.		# Required		# Developed	Summary of Results or Activities	
<b>Long-Term O&amp;M Agreements</b>	Drainage certificate from design engineer; and/or conditions of approval by city inspector.	2 in 2013		2 in 2013	2013 - Two developments were completed that required an agreement; 3 were completed that didn't (inside planning area but not inside city limits at time of completion).	Yes; Each Year
Planning, Building, & Code Enforcement		3 in 2014		3 in 2014	2014 - Three developments were completed that required an agreement	

### POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

BMP mechanism or Action	Responsible Party	Measurable Goal	Completed (Yes or No)	Topic(s)	Targeted Audience	Number Attended	Summary of Activity	Effective (Yes or No)
<b>Employee Training Program</b>	NWA Regional Stormwater Education Program	MS4 employees are educated about ways to minimize the water quality impact of municipal activities	Yes; Each Year	Municipal pollution prevention focusing on Best Management Practices	2013 - All departments with field staff 2014 - All departments	2013 - Sixteen 2014 - Fourteen	Three different training sessions for Planning, Building, & Code Enforcement Dept.; Street Dept.; and private water dept. One training session for Planning, Building, & Code Enforcement Dept. and Street Dept.	Yes; Each Year
<b>List of Municipal Facilities Subject to Program</b>		Written O&M Procedures Developed for Facility?	Number of Inspections Performed				Frequency of Inspections and by whom	
1. Street Department office & yard		1. Completed for leased site in 2014; To be completed for permanent site prior to completion of that site's construction (winter 2015-2016)	1. Site inspected at least a dozen times; Vehicles were inspected weekly				1. Site and vehicles weekly by own staff	
2. Three Fire Stations		2. Completed in 2014	2. Site inspected at least a dozen times; Vehicles were inspected weekly				2. Site and vehicles weekly by own staff	
3. Police Department (same parcel as City Hall and main Fire Station)		3. Completed in 2014	3. Site inspected at least a dozen times; Vehicles were inspected weekly				3. Site and vehicles weekly by own staff	
4. City Hall		4. Completed in 2014	4. Site inspected at least a dozen times; Vehicles were inspected weekly				4. Site and vehicles weekly by own staff	
5. Planning, Building, & Code Enforcement		5. Completed in 2014	5. Site inspected at least a dozen times; Vehicles were inspected quarterly				5. Site and vehicles at least quarterly by own staff	
<b>MS4 Maintenance</b>		Summarize Maintenance Activities					Summarize Schedules and Activities Performed	
		Check drainage at major street intersections					Before, during, and after every major storm event	
		Mowing right-of-way and public drainage areas					2-3 times per year	
		Most activities are complaint-driven so no written activity list or schedule has ever been created					Summarize Measures Taken to Minimize Usage	
<b>Road Salt</b>		Covered Storage?	Amount Used					
		2013 - No	2013 - 220 tons; unusually icy winter				Applied only as required to provide safe driving conditions during winter weather	
		2014 - No	2014 - 398 tons; unusually icy winter				Applied only as required to provide safe driving conditions during winter weather	
<b>Sand instead of Road Salt</b>		2013 - No	2013 - 525 tons; unusually icy winter				Applied only as required to provide safe driving conditions during winter weather	
		2014 - No	2014 - 735 tons; unusually icy winter				Applied only as required to provide safe driving conditions during winter weather	
<b>Pesticide &amp; Herbicide Usage</b>		Procedures Developed?	Amount Used				Summarize Measures Taken to Minimize Usage	
		2013 - No	2013 - Less than 3 gallons herbicide; No pesticides				Applied only as required to control weeds at beginning and end of growing season.	
		2014 - No	2014 - Less than 3 gallons herbicide; No pesticides					
<b>Fertilizer Usage</b>		2013 - No	2013 - None				Not Applicable	
		2014 - No	2014 - None					

Disposal of Wastes	Procedures Developed?	Amount of Material Collected and Properly/Disposed
Street Department	2013 - No 2014 - No	2013 - All wastes taken to the street department are reused or recycled except street sweepings which are sent to landfill 2014 - All wastes taken to the street department are reused or recycled except street sweepings which are sent to landfill
Street Sweeping	2013 - No 2014 - No	2013 - Is dependent on temperature and pavement "wetness;" unusually icy winter 2014 - Is dependent on temperature and pavement "wetness;" unusually icy winter
<b>Flood Management Projects</b>		<b>Summarize any New or Existing Flood Management Projects that were Assessed for Impacts on Water Quality</b>
Street Department; Planning, Building, & Code Enforcement		2013 - NO Project was Assessed for Impact(s) on Water Quality 2014 - NO Project was Assessed for Impact(s) on Water Quality

### PROPOSED CHANGES TO YOUR SWMP (IF ANY)

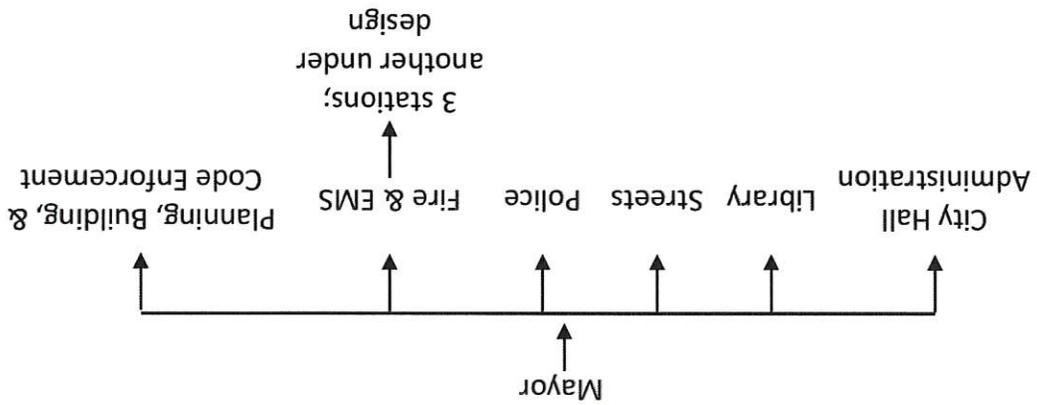
<p>2013 Changes to SWMP: None; A new Arkansas State MS4 permit will go into effect in 2014, which will require an updated SWMP to be submitted.</p> <p>2014: New SWMP submitted to ADEQ by August 1 to update to new state MS4 permit requirements. The updated 2014 activities are reflected in this annual report. Change of Authority Form submitted in January 2015 after mayoral election and run-off in late 2014.</p> <p>2013 Failed to meet goals: Riparian areas, Storm Sewer System Map, IDDE plan, and Dry-Weather Screenings were primarily not sufficiently addressed because Staff to cover stormwater responsibilities was not hired until the last quarter of the year. Staff spent most of their time on creating the SWMP and coordinating the activities required that could be completed for the first year of that SWMP.</p> <p>2014 Failed to meet goals: Storm Sewer System Map and Dry-Weather Screenings were not addressed during calendar year 2014 because Supervisor directed mapping and screenings to be delayed until after additional departmental staff was hired in December 2014.</p>
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### VARIANCES GRANTED (IF ANY)

<p>None</p>
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## Appendixes

### A. Organizational Chart



### B. Legal Authority and SWMP Resources

Article 1400 of the Subdivision Code is where the grading and erosion control information can be found. The 2014 version of the code can be found on the City of Bella Vista's internet website at <http://www.cityofbellavista.com/planning/pdf/Subdivision%20Code%20effective%2007-04-14.pdf>. The City's Drainage Manual can be found in the same code, but in Article 1500.

### C. Municipal Forms

The following two pages have our construction inspection form and our complaint form. We use these when we deal with stormwater on construction sites as well as complaints. As other parts of the SWMP are completed (departmental pollution control guidelines, etc.), those items will be added to this chapter. Annual reports, other permit periods NOI, SWMPs, etc. will be stored in Appendix D and its followers.

**MEMORANDUM OF UNDERSTANDING FOR THE MS4  
JURISDICTIONS OF NORTHWEST ARKANSAS AND  
THE NORTHWEST ARKANSAS REGIONAL PLANNING  
COMMISSION**

WHEREAS, eighteen cities in Benton and Washington Counties, the counties themselves, and the University of Arkansas meet the U.S. Environmental Protection Agency's "small" urbanized area municipal separate storm sewer (MS4) criteria, and must comply with national Phase II Stormwater Regulations; and

WHEREAS, the Arkansas Department of Environmental Quality (ADEQ), the state agency authorized by EPA to issue National Pollutant Discharge Elimination System (NPDES) permits requiring and ensuring compliance, will establish dates for affected entities to be covered under Arkansas' general permit for MS4s; and

WHEREAS, said permit requires development, implementation, and evaluation of a stormwater management plan, that addresses each of the six minimum control measures identified in the Phase II Storm Water Regulations contained in 40 CFR 122.26 and outlined in Part I.B.; and

WHEREAS, the Northwest Arkansas Regional Planning Commission (NWARPC) has coordinated meetings between representatives of affected jurisdictions in an effort to determine, in the interest of economy and efficiency, whether certain stormwater permit components could be addressed collectively, rather than individually; and

WHEREAS, it has been determined that a cost effective, regional approach to certain minimum control measures required as part of the permit – namely Public Education and Outreach, Public Involvement and Participation, and the education component of Pollution Prevention/Good Housekeeping – is both logical and appropriate; and

WHEREAS, the NWARPC previously requested and received statements of qualifications from interested institutions and firms with demonstrated water quality educational expertise, and has, in cooperation with representatives of affected MS4 jurisdictions, endorsed the attached proposal from the University of Arkansas Cooperative Extension Service; and

WHEREAS, the ADEQ has endorsed the regional concept and proposal for addressing said minimum control measures; and

WHEREAS, said representatives of affected MS4s have also endorsed the distribution of costs associated with the proposal as shown on the attached cost allocation plan; and

WHEREAS, the Board of Directors of the NWARPC have authorized the Commission to act as the financial clearinghouse and primary contractor, on behalf of said MS4s, in connection with said proposal.

NOW, THEREFORE BE IT RESOLVED THAT WE, THE UNDERSIGNED MS4 JURISDICTION, AND THE BOARD OF DIRECTORS OF THE NORTHWEST ARKANSAS REGIONAL PLANNING COMMISSION, AGREE AS FOLLOWS:

SECTION 1. To participate in a 1-Year Regional Stormwater Education and Coordination Program (January 1, 2014 – December 31, 2014), to be carried out by the University of Arkansas Cooperative Extension Service through an engagement with the Northwest Arkansas Regional Planning Commission, with costs based on each jurisdiction's pro-rated share of the region's 2010 urbanized area population; it being understood that said services to be provided shall satisfy requirements for the federally mandated minimum control measures referenced herein. Commitments for participation in said program in future years will require governing body approval on a year-to-year basis.

SECTION 2. To participate financially in accordance with the attached cost allocation plan. Any increases in the costs allocated to the undersigned MS4 due to the failure of other MS4 jurisdictions to participate shall be subject to the approval of the undersigned MS4.

SECTION 3. That all funds received by NWARPC from MS4s shall be utilized in their entirety for stormwater management program services and coordination activities in connection with EPA Phase II Stormwater Program requirements, and shall be accounted for separately from all other Commission funds.

Dated this 23 day of October, 2013.

*Mark E. Anderson*  
MS4 Jurisdiction  
Bella Vista

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NWARPC  
Jeff Hawkins

# NWA Regional Stormwater Education Program Report

January - March 2014

BMP (mechanism) & Responsible Party	Theme or Message (Program Description)	Date	Target Audience	Total # of people reached
<b>Program planning</b>				
	Blue Pathways planning committee	Jan - April	All MS4s	8
	UpStream Art planning committee	Jan - Dec	All MS4s	11
	NWA IECA Network planning meeting	Feb - Nov	All MS4s	6
	Attended public comment on new MS4 permits	1/21/14	All MS4s	3
	HHW Education planning meeting	2/26/14	All MS4s	7
	Beaver Lake Clean up in Hobbs St Park	April - July	All MS4s	5
	Secchi Day Planning	April - Sept	All MS4s	17
	Environmental Education Expo	April - July	Statewide	7
	Planning meetings to transform Nutrient Applicator Training into an online course	June	All MS4s	4
	Plan NWA regional stormwater construction workshop	June - Sept	All MS4s	6
	Urban Home*A*Syst Environmental Self-Assessment Guide	July	All MS4s	7
	- Update/Revision Committee meetings	July - Oct	All MS4s	20
	Beaver Lake Games Planning Committee meetings	Oct - Dec	All MS4s	28
	Participated in EPA conference planning	October	All MS4s	12
	Participated in Lakesmart Steering committee meeting to finalize 2015 workplan	October	All MS4s	12
	Landscape Maintenance Workshop Planning Committee	December	All MS4s	6
	Attended the NWA Environmental Education Networking	11/4/14	All MS4s	22
	Met with Team Springdale for Social Media "How-to"	12/12/14	All MS4s	5
	Coordinated and attended various meetings and two committees for the 2015 UpStream Art project	Oct - Dec	Bella Vista, Bentonville, Fayetteville, Rogers, Sprinadale, UA	23
	Created and met with a public engagement advisory committee for UpStream Art	9/23/14	Bella Vista, Bentonville, Fayetteville, Springdale, Rogers	11
	Farm Expo planning meetings with Farm Bureau Women's Committee	Jan - Mar	Bentonville, Bella Vista	5

**Develop and distribute electronic and printed educational materials**

Developed and sent bi-monthly water quality curriculum newsletter for teachers in Benton and Washington Counties	Jan & March	Bella Vista	1
"Arte formenta cuidado de aguas pluviales" article in <i>La Prensa</i>	2/6/14	Bella Vista	400
Developed and maintained UpStream Art website www.nwaupstreamart.com	Jan - Mar	Bella Vista	63
Lake Fayetteville stakeholder educational newsletter (printed and electronic)	February	Bella Vista	2
Lake Fayetteville stakeholder educational newsletter (printed and electronic)	April	Bella Vista	2
Photograph with caption about UpStream Art in the <i>AR Democrat-Gazette</i>	4/19/20	Bella Vista	5,000
"Fish Out of Water" UpStream Art featured article in <i>AR Democrat-Gazette's What's Up</i> section	5/30/14	Bella Vista	5,000
Photograph with caption about UpStream Art in the <i>AR Democrat-Gazette</i>	6/3/14	Bella Vista	5,000
Lake Fayetteville stakeholder educational newsletter (printed and electronic)	July - Aug	Bella Vista	2
Updated the UpStream Art website with 2014 artwork	July - Sept	Bella Vista	63
TV interview about the UpStream Art program ran on 40/29 KHOG and was posted on 4029tv.com website	7/8/14	Bella Vista	2,500
Designed, printed and mailed Save the Date postcard for Construction Stormwater Workshop & Site Tours	7/31/14	Bella Vista	39
Designed, printed and mailed registration brochure for Construction Stormwater Workshop & Site Tours	8/29/14	Bella Vista	39
Lake Fayetteville stakeholder educational newsletter (printed and electronic)	October	Bella Vista	2
Designed and printed 2015 UpStream Art Calendars	October	Bella Vista	22
Posted various announcements to the NWA Stormwater Education Facebook social media page	Oct - Dec	Bella Vista	119
Updated UpStream Art website: nwaupstreamart.com	Oct - Dec	Bella Vista	101
Developed and sent bi-monthly water quality curriculum newsletter for teachers in Benton and Washington Counties	Nov - Dec	Bella Vista	1
Picture and caption in the <i>Bella Vista Weekly Vista</i> of artist painting storm drain mural for UpStream Art	11/5/14	Bella Vista	3,500

Created and updated @upstream_art social media account on Instagram	December	Bella Vista	4
Created and updated UpStream Art Facebook social media page with pollution prevention information	December	Bella Vista	40
			21,900

**Create display and staff educational booths**

Created and displayed multiple posters and tri-fold displays in the lobby of the Benton County Extension	Jan- Dec	All Benton Co MS4s	NA
Staffed a Rain Barrel demonstration booth at Master Gardeners Garden expo	5/3/14	Bella Vista	8
Staffed booth at Touch-a-Truck event	5/3/14	Bella Vista	500
Created a Stormwater Display for the 100 Anniversary of the Cooperative Extension	5/8/14	Bella Vista	12
Set-up display on rain barrels and proper management and disposal of Household Hazardous Waste at Benton County Fair	8/12 -16/14	Bella Vista	225
Staffed booth with hands-on activity during Secchi Day on Beaver Lake	8/16/14	Bella Vista	56
Provided materials to the Bella Vista booth at Hay Days	9/20/14	Bella Vista	604
			1,405

**Conduct hands-on youth stormwater/water quality education programs**

Presented Surf and Turf at Cooper Adventure Club	2/13/14	Bella Vista	73
Presented Sediment Survival and other activities at Cooper Elementary for Earth Day	4/22/14	Bella Vista	513
Presented Water Quality and Kids colored water quality pages at Touch a Truck event	5/3/14	Bella Vista	11
Presented Household Hazardous Waste at Cooper Adventure Club 3 times to different age groups	10/29/14	Bella Vista	84
			681

**Conduct stormwater education programs for adult audiences**

Presented program on stormwater management and pollution prevention BMPs during 2014 Benton Co. Master Gardener Training	01/21/14	Bella Vista	6
Helped coordinate the NWA IECA Lunch and Learn	01/28/14	Bella Vista	2
Helped coordinate the NWA IECA Lunch and Learn	3/25/14	Bella Vista	2
Ray Avery presented program on Elk River chemical spill/illegal discharge in Virginia at SCG meeting	4/16/14	Bella Vista	1

Conducted a Pre-Construction training w/exam	4/18/14	Bella Vista	4
Facilitate NWA IECA Lunch and Learn	7/22/14	Bella Vista	2
Coordinated the NWA IECA Lunch and Learn	9/23/14	Bella Vista	1
Conducted Construction Stormwater Workshop and Site Tours	10/21/14	Bella Vista	2
Facilitated IECA Lunch and Learn on LID used on the "56th St Project" in Springdale	11/18/14	Bella Vista	2
			22

**Train and utilize volunteer educators**

Trained Master Naturalist volunteers to conduct various educational booths at Secchi Day	8/6/14	Bella Vista	3
Pre-construction education sessions conducted by MS4s	All Year	Bella Vista	67
			70

**Conduct public participation/involvement events**

Collaborated with area organization on the West Fork of the White River Clean Up	5/17/14	Bella Vista	3
Beaver Lake Clean up at Hobbs State Park	7/12/14	Bella Vista	3
Stormwater Education Steering Committee meeting	11/17/14	Bella Vista	1
			7

**Conduct MS4 employee training**

Conducted Illicit Discharge and Detection training	1/14/14	Bella Vista	14
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