

ARKANSAS STATE HIGHWAY
AND
TRANSPORTATION DEPARTMENT

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May 18, 2015

John Bailey, P.E.
Permits Branch Manager
Arkansas Department of Environmental Quality
5301 Northshore Drive
North Little Rock, AR 72118-5317

Dear Mr. Bailey:

Reference is made to Regulated Small MS4 NPDES Permit No. ARR040004. Enclosed, please find the Arkansas State Highway and Transportation Department's Annual Report covering the period of June 1, 2014-May 31, 2015. Also enclosed is the Request for Change of Authorization form.

If you have any questions about the report, please contact Gary Williamson at (501) 569-2230.

Sincerely,

A handwritten signature in blue ink that reads "Kevin Thornton".

Kevin Thornton,
Assistant Chief Engineer-Planning

Enclosure: NPDES Regulated Small MS4 2014 Annual Report
Request for Change of Authorization form

KT:GW:ym

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: 2014		
ADEQ Permit Tracking Number: ARR040004		
Name of MS4: Arkansas State Highway and Transportation Department (AHTD)		
Primary Contact: Gary L. Williamson	Title: NPDES Section Head	
Mailing Address: P.O. Box 2261		
City: Little Rock	Zip Code: 72203	County: Pulaski
Telephone Number: (501) 569-2230	Email Address: gary.williamson@arkansashighways.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.

Table of Organization-Attached

AHTD/Arkansas Health Department have a MOU For Illicit Discharges

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: Kevin Thornton

Print Title: Assistant Chief Engineer-Planning

Signature:  Date: 5-22-15

SMALL MS4 ANNUAL REPORT FORM

PUBLIC EDUCATION & OUTREACH

Estimate Your Permit Area's Total Population: **4000**

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)
BMP 1.1 Storm Water Educational Handouts NPDES Section	Years 1-5. Provide AHTD Storm Water Brochure for the public at all Welcome Centers; make annual distribution of brochures to Arkansas State Fair patrons; maintain brochures at selected Central Arkansas libraries. Provide targeted handouts to at least 90% of District construction and maintenance personnel during formal training. Year 1. Create handout targeting erosion and sediment control and construction waste management for AHTD contractors.	Impacts of storm water runoff, what AHTD is doing to prevent pollution from this source and how the AHTD employees and the public can help; storm water compliance on AHTD construction and maintenance projects.	AHTD employees, contractors, and the traveling public at all Welcome Centers.	100% of AHTD personnel and several hundred Welcome Center Visitors or at least 4000 people have been provided with storm water educational material.	During this Permit Year, storm water educational materials were distributed at NPDES training to 350 Maintenance personnel and 302 Construction personnel for a total of 652 individuals. Additional efforts include handouts at educational related activities, an article in the Arkansas Highways Magazine, and AHTD storm water brochures available at all Arkansas Welcome Centers and several public libraries in the Little Rock area.	Yes
BMP 1.2 Storm Water Information on Web Site NPDES Section	Current Department storm water educational material will be maintained on the web site. New material will be posted as it is developed.	Information on the website includes thirteen storm water education publications which cover anti-littering, construction storm water, leaking vehicle fluids, as well as current state and federal regulations to minimize polluted stormwater runoff.	Department employees, general public.	No information available on percent of population reached since web visits are anonymous.	During Year 1, the storm water section of the site was accessed 4,216 times.	Yes



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Department of Environmental Quality

SMALL MS4 ANNUAL REPORT FORM

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)
BMP 1.3 Public Hotline	Document and respond to all hotline calls.	N/A	Department employees, general Public.	The storm water hotline received no calls during Year 1.	Normally, the general public files complaints with the appropriate AHTD District or ADEQ. Complaints to ADEQ are referred to AHTD for resolution. Any calls received through the hotline are handled internally by AHTD when possible.	Unable to evaluate but number is available for the public's use on the website and in AHTD publications.
NPDES Section						

(See Attachment for additional BMPs)

SMALL MS4 ANNUAL REPORT FORM

PUBLIC EDUCATION & OUTREACH (Attachment)

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)
BMP 1.4 Spanish Storm Water Material	Years 1-5. At least three Spanish language publications will be maintained on the Department's website.	Importance of proper vehicle maintenance to storm water program; general information on the impacts of storm water and how the public can get involved; how to obtain a storm water permit.	Spanish speaking contractors and members of the public.	The general public is not considered part of the AHTD population as defined by the Permit. This distribution is an effort to possibly reduce litter, oil, and other waste on the AHTD rights of way.	During Year ¹ , there were 80 visits to the Educational Materials portion of the website. This portion of the website has educational information in English and Spanish; therefore, the number of searches by target population members seeking Spanish language information cannot be provided.	Yes
NPDES Section						
BMP 1.5 Storm Drain Marking at Maintenance Facilities	Visit 10 Area Maintenance Headquarters (AMHs) during each year of the Permit and install permanent decals at storm water outfalls which discharge off-site.	Caution against allowing pollutants to enter waterways via storm drains.	Department employees	No method of assessing this but over time, all maintenance employees at these facilities will be exposed to the message during their daily activities.	Seventeen AMHs were visited and 25 decals were installed at facilities with storm drains.	Yes. No instances of dumping material into storm drains at these facilities were reported to the Environmental Division during Year 1.
NPDES Section						
BMP 1.6 Department Recurring Publications	Provide Department employees with information on a subject of general environmental interest at least annually through Department publications.	For Permit Year 1, an article on trees and their role in the environment was written for the Arkansas Highways Magazine.	Department employees.	100% of Department employees or approximately 3550 individuals receive the Arkansas Highways publication annually.	Department employees have a better understanding of the role of trees in minimizing stormwater runoff.	Yes
NPDES Section						

SMALL MS4 ANNUAL REPORT FORM

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)
BMP 2.1 Public Notice of Storm Water Management Program (SWMP)	SWMP provided for public comment.	N/A	General public, Department employees, and contractors.	N/A	The notice of the AHTD SWMP was published in the Arkansas Democrat-Gazette on November 5, 2014. No comments were received.	N/A
NPDES Section						
BMP 2.2 Involvement with Other Entities	The Department will sponsor or participate in at least eight activities with other public or private groups during each year of the Permit.	Ten environmental related meetings were attended or presented by AHTD personnel including Arkansas Natural Resources Commission's non-point source programs, Arkansas Environmental Education Association board meetings, Adopt A Highway Program, and storm water conferences.	Storm water related public and private entities	Several hundred participants, but other than the AHTD staff members leading or participating, groups did not meet the "population" criteria of the Permit.	Sharing of ideas and environmental education for participants.	Yes
NPDES Section						
BMP 2.3 Maintain SWMP on Web site	SWMP and associated documents available on the Department web site during the life of the Permit.	AHTD storm water program.	General public, Department employees, contractors.	No information is available on percent of population reached since web visits are anonymous.	During the Permit Year 1, the storm water section of the site was accessed 4,216 times.	Yes
NPDES Section						

(See attachments for additional BMPs)

SMALL MS4 ANNUAL REPORT FORM

PUBLIC INVOLVEMENT/PARTICIPATION (Attachment)

BMP (Activity) & Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People Participated	Summary of Results	Effective (Yes or No)
BMP 2.4 Sponsor Adopt A Highway Program	The Department will publicize the program through various means with the goal of involving at least 6500 people during the life of the Permit.	Public involvement by keeping the state highways free of litter.	General public	6,936 people reported as participating during the Permit Year 1.	6,936 people adopted 1,679 miles of highway for litter collection. The program remains an effective means of involving concerned citizens in the quest for pollution reduction and highway beautification.	Yes
District Engineers						
BMP 2.5 Litter Hotline	All calls to the hotline will be documented and a letter will be sent to each reported violator where the identity and address of the driver can be ascertained.	Anti-littering. This program is an excellent method of involving the public in the quest to reduce potential pollutants on the State's roadways.	Driving public, Department employees	4,497 people called the hotline.	During Year 1, the Litter Hotline Program received 4,497 litter calls and sent 3,474 letters to suspected violators.	Yes
Arkansas Highway Police						
BMP 2.6 NPDES Standing Committee	All SWMP activities, including required annual reports and other MS4 Permit related actions will be reviewed and approved by the Committee before adoption. Minutes of meetings will be maintained.	N/A	Department Employees	10 Committee members and 3 staff members.	Committee members reviewed the SWMP and annual report and their comments have been incorporated.	Yes
Committee Chair, Environmental Division						
BMP 2.7 Pre-Construction Conference With Contractors	A Pre-Construction Conference to be held for contracted jobs with District oversight.	Improved erosion and sediment control through compliance with the Construction Storm Water Permit and the AHTD SWPPPs.	Department employees, contractors	One hundred thirty four pre-construction meetings were held during Permit Year 1 involving several hundred people.	Meetings scheduled before the project begins are a highly effective means of improving communication and preventing problems between AHTD personnel and contractors.	Yes
District Construction Engineer						

SMALL MS4 ANNUAL REPORT FORM

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	N/A	N/A	MOU with Arkansas Health Department for septic system discharges. ADEQ and other MS4 operators with regulatory authority are asked for assistance with other types of discharges when required.	AHTD does not have regulatory authority over illicit discharges but written procedures for handling such discharges were developed, approved, and distributed to the Districts. The illicit discharge reporting form was updated in 2014 and changes were covered in training.	Yes				
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates		Effective (Yes or No)				
BMP 3.1 Storm Sewer System Outfall Collection and Mapping	The Department will map storm water outfalls and the drainage system for approximately one-fourth of the additional MS4 areas resulting from the 2010 Census each year during Years 1-4 of the Permit.	Ongoing. Multi-year BMP.	The NPDES staff mapped over 143 miles of the MS4 system and recorded 262 outfalls during Year 1 in the new urbanized areas.		Yes				
NPDES Section									
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates		Effective (Yes or No)				
IDDE Plan	IDDE plan completed and distributed.	Yes	The AHTD Illicit Discharge Reporting Protocol was distributed to the Districts and is available on the AHTD Local Area Networks for the Construction and Maintenance Divisions.		Yes				
NPDES Section									
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Outfalls Screened	# of Dry-Weather Flows Identified	# of Illicit Discharges:				
BMP 3.2 Dry-Weather Screening of Outfalls # of Outfalls Screened - 464 Total # of Outfalls - 4,652	The Department will dry weather screen approximately one-fourth of the additional MS4 areas resulting from the 2010 Census each year during Years 1-4 of the Permit. Action will be taken to eliminate illicit discharges.	Yes	464 outfalls screened during Permit Year 1.	4	<table border="1"> <thead> <tr> <th>Identified*</th> <th>Eliminated</th> </tr> </thead> <tbody> <tr> <td>Four illicit discharges were discovered and reported by AHTD personnel.</td> <td>Four suspected illicit discharges were found by AHTD personnel. One was not an illicit discharge; one was referred to ADEQ Hazardous Waste, one is being corrected and under Ark. Health Department investigation, and one was pending.</td> </tr> </tbody> </table>	Identified*	Eliminated	Four illicit discharges were discovered and reported by AHTD personnel.	Four suspected illicit discharges were found by AHTD personnel. One was not an illicit discharge; one was referred to ADEQ Hazardous Waste, one is being corrected and under Ark. Health Department investigation, and one was pending.
Identified*	Eliminated								
Four illicit discharges were discovered and reported by AHTD personnel.	Four suspected illicit discharges were found by AHTD personnel. One was not an illicit discharge; one was referred to ADEQ Hazardous Waste, one is being corrected and under Ark. Health Department investigation, and one was pending.								
NPDES Section					Yes				

SMALL MS4 ANNUAL REPORT FORM

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates	Effective (Yes or No)
Identification of allowable non-storm water discharges	N/A	N/A	The Department has not identified any allowable non-storm water discharges which are significant contributors of pollution to the MS4.	N/A

(See attachment for additional BMPs)



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SMALL MS4 ANNUAL REPORT FORM

ILLCIT DISCHARGE DETECTION & ELIMINATION (IDDE) (Attachment)

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Results or Activities	Effective (Yes or No)
BMP 3.3 Statewide Employee Training Program	NPDES Section Personnel will provide illicit discharge training for at least 90% of eligible personnel during each year of the permit.	Yes	350 maintenance personnel were trained during Year 1.	Yes
NPDES Section/ District Maintenance Engineer				
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates	Effective (Yes or No)
BMP 3.4 Citizen Reporting of Illicit Discharges	NPDES personnel will record all complaints and follow the Illicit Discharge Reporting Protocol to eliminate actual illicit discharges.	Yes	The Department seldom receives illicit discharge reports directly from citizens, but procedures are established to investigate and eliminate such discharges. Normally, citizens will report these discharges to ADEQ or other regulatory agencies; these agencies will either investigate the complaint or contact AHTD about the problem. Several complaints were received from Department employees and these have been processed.	Yes
NPDES Section				
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates	Effective (Yes or No)
BMP 3.5 Maintenance Facility Staff Assistance Visits	NPDES staff to visit 10 of the Department's maintenance facilities during each year of the Permit.	Yes	During Year 1, the NPDES staff surveyed 17 of the 94 maintenance facilities for actual or potential illicit discharges. Reports were provided to the District containing areas for possible improvement.	Yes
NPDES Section				
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates	Effective (Yes or No)
BMP 3.6 Test Equipment Purchase and Personnel Training	Year 1: The NPDES section will research and request funds for the purchase of field testing equipment to be used in dry weather screening.	Yes	The NPDES Section researched and requested funds for the purchase of a field ammonia meter to be used for dry weather screening. The Department anticipates being able to purchase the meter before June 2015.	Yes
NPDES Section				

SMALL MS4 ANNUAL REPORT FORM

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	All AHTD construction projects with one acre or more of disturbed soil will obtain NPDES Construction Storm Water Permits.	Yes	N/A	All AHTD construction projects of one acre or more obtained coverage under the NPDES Construction Storm Water General Permit.	Yes
Division Heads-Roadway Design and State Aid					
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	Appropriate erosion and sediment control BMPs are installed on all construction sites.	Yes	NPDES Construction Storm Water Permit and AHTD Standard Specifications for Highway Construction.	Erosion and sediment control BMPs were added during design and SWPPP development by Roadway Design, State Aid designers, or the District and implemented during actual construction under the supervision of the responsible engineer at the district level.	Yes
State Construction Engineer					
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Complaints	Summary of Results or Activities	Effective (Yes or No)
BMP 4.4	All communications will be documented and responded to within 3 business days of receipt. Valid concerns will be relayed to the Construction Division for resolution.	Yes	Received: 10 Followed-Up On: 10	The Department investigated and resolved all complaints received during Permit Year 1.	Yes
Complaint Process					
NPDES Section/State Construction Engineer					
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Applicable Sites Requiring Plans	Summary of Results or Activities	Effective (Yes or No)
Site Plan Review Procedures	SWPPP produced for each project with one acre or more of disturbed soil.	Yes	61	Each SWPPP is reviewed and approved by a P.E. and implemented under the supervision of an engineer	Yes
Division Heads-Roadway Design and State Aid/ State Construction Engineer					

SMALL MS4 ANNUAL REPORT FORM

CONSTRUCTION SITE RUNOFF CONTROL

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 State Construction Engineer	All AHTD construction sites with one acre or more of disturbed soil will be inspected at least every seven days as required by the NPDES Construction Storm Water Permit and the SWPPP.	Yes	Since the number of jobs varies from month to month, it isn't feasible to provide an annual number for this BMP.	Since the number of jobs varies from month to month, it isn't feasible to provide an annual number for this BMP.	At least every seven days.	The AHTD construction and maintenance projects with coverage under the NPDES Construction Storm Water Permit are inspected at least every seven days. Each inspection report is certified by the engineer with oversight of the project.	Yes
BMP & Responsible Party Enforcement Procedures	Measurable Goal N/A	Completed (Yes or No)	Violations		# of Enforcement Actions	Summary of Results or Activities	Effective (Yes or No)
			# of Violation Letters			This requirement is not applicable to AHTD.	N/A

(See attachments for additional BMPs)



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Department of Environmental Quality

SMALL MS4 ANNUAL REPORT FORM

CONSTRUCTION SITE RUNOFF CONTROL (Attachment)

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Results or Activities	Effective (Yes or No)
BMP 4.1 Training and Certification Program for Department Personnel Assistant Chief Engineer-Operations	Provide annual training to all construction personnel whose daily duties could impact storm water.	Yes	Eighty three people were trained and certified through the CTPP program during Year 1. To supplement this training, the NPDES Section conducted NPDES Permit erosion and sediment control training for an additional 302 construction personnel during the Permit Year.	Yes
BMP & Responsible Party BMP 4.2 New Construction BMPs NPDES Section-Research State Const. Engineer-Testing NPDES Standing Committee/Specifications Committee-Adoption	Adopt three new erosion and sediment control BMPs into the Standard Specifications or by Special Provisions during the term of the Permit.	Completed (Yes or No) Multi-year BMP	Summary of Results or Activities The Standard Specifications for Highway Construction used for all AHTD construction projects were updated in 2014 and included 3 new BMPs. Hydraulically applied erosion control products (HECP) have been added to the Qualified Products List (QPL) and are being used on AHTD projects. The NPDES Section will continue to research promising products and refer them for possible testing and adoption.	Effective (Yes or No) Yes
BMP & Responsible Party BMP 4.3 Erosion and Sediment Control Design and Construction Manual State Construction Engineer	Measurable Goal The Manual will be maintained on all construction and maintenance jobs which require coverage under the Construction Storm Water General Permit. A copy will also be maintained at each Department maintenance facility and on the Department's web site.	Completed (Yes or No) Yes	Summary of Results or Activities The AHTD Erosion and Sediment Control Design and Construction Manual is maintained on all AHTD construction projects which require a SWPPP and as a reference at area maintenance facilities. It is also available on the AHTD web site for Department employees or the general public.	Effective (Yes or No) Yes
BMP & Responsible Party BMP 4.5 Contractor Erosion and Sediment Control Training State Construction Engineer	Measurable Goal Training will be offered to Department contractors through the "Notices to Contractors" portion of the AHTD website and by mailings to all pre-qualified contractors during Years 2 and 4 of the Permit.	Completed (Yes or No) Ongoing	Summary of Results or Activities A Notice to Contractors is permanently posted on the Contractors Section of the AHTD web site to inform contractors of the availability of the training. A mailing will be made to pre-qualified contractors in Year 2.	Effective (Yes or No) Yes. Contractors do attend the training.



ARKANSAS
Department of Environmental Quality

SMALL MS4 ANNUAL REPORT FORM

CONSTRUCTION SITE RUNOFF CONTROL (Attachment)

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Results or Activities	Effective (Yes or No)
BMP 4.6 Staff Assistance Visits to Department Projects NPDES Section	Visit at least ten projects during each year of the Permit, with a report of results to appropriate managers, and provide an overall assessment to the Districts and the Construction Division at the end of each calendar year.	Yes	Members of the NPDES Staff visited 31 AHTD projects during Year 1 and provided written feedback to the Districts on the results.	Yes

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	N/A		N/A	AHTD complies with the requirements of the NPDES Construction Stormwater Permit to fulfill this minimum measure on highway construction. In addition, source control measures are practiced at Department maintenance facilities to prevent pollutants from entering waterbodies.	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	N/A		AHTD complies with the requirements of the NPDES Construction Storm Water Permit and the AHTD Standard Specifications for Highway Construction as a means of fulfilling this minimum measure.	Compliance is achieved by obtaining coverage for all AHTD construction projects under the NPDES Construction Storm Water General Permit and by conforming to Permit and Standard Specifications.	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Applicable Sites Requiring Post-Const. BMPs	Summary of Results or Activities	Effective (Yes or No)
Site Plan Review Procedures	Plans and SWPPPs including appropriate post-construction BMPs are produced for each project with one acre or more of disturbed soil.	Yes	61	SWPPPs including post-construction BMPs are developed and implemented for all construction projects with one acre or more of disturbed soil. Each site is reviewed by the engineer at the completion of work to insure all items required by the plans and contract have been installed.	Yes
BMP & Responsible Party		Completed (Yes or No)	Violations		Effective (Yes or No)
Enforcement Procedures	N/A		# of Violation Letters	# of Enforcement Actions	N/A
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Sites Requiring Plans/Agreements	Summary of Results or Activities	Effective (Yes or No)
Long-Term O&M Plans/Agreements	N/A			This BMP is not applicable to AHTD.	N/A
			# of Plans Developed/Agreements in Place	Summary of Results or Activities	Effective (Yes or No)
				The function of Maintenance within AHTD is to operate and maintain the State highway system, which includes the storm water drainage system.	Yes

(See attachment for additional BMPs)



SMALL MS4 ANNUAL REPORT FORM

POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT (Attachment)

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Results or Activities			Effective (Yes or No)
			Site Inspections Performed	Summary of Results or Activities		
			# Performed	Avg. Frequency		
BMP 5.1 Post-Construction BMPs	Present possible BMP candidates to the NPDES Standing Committee for consideration and possible testing on Department projects.	Ongoing	The NPDES Section has researched new products and recently recommended consideration of a permanent BMP product called "Concrete Cloth" to the New Products Committee.			Yes
NPDES Section- Research/State Construction Engineer- Testing						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Site Inspections Performed			Effective (Yes or No)
BMP 5.2 BMP Inspection and Maintenance District Maintenance Engineer	Perform follow-up maintenance to keep BMPs in good working order.	Ongoing	Quarterly inspections are required within each of the small regulated MS4 areas in the AHTD MS4 system.	Inspections are performed at least quarterly.	AHTD Area Maintenance Supervisors are required to survey the MS4 drainage system within the small MS4 areas at least quarterly to identify maintenance needs.	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Results or Activities			Effective (Yes or No)
BMP 5.3 Employee Training NPDES Section/District Maintenance Engineer	Provide training for Area Maintenance Supervisors in Years 2 and 4 of the Permit.	Completed Year 2 and 4 BMP	The Department will provide training on the inspection and maintenance of the MS4 drainage system in spring of 2016.			Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Results or Activities			Effective (Yes or No)
BMP 5.4 Review Plans for New Facilities NPDES Section/Facilities Management	Review all new facility plans and recommend the incorporation of permanent BMPs when warranted.	Yes	During Year 1, three site plans for new facilities were reviewed and recommendations were made on possible incorporation of permanent BMPs.			Yes

SMALL MS4 ANNUAL REPORT FORM

POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT (Attachment)

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Results or Activities	Effective (Yes or No)
BMP 5.5 Existing Facility BMP Survey NPDES Section	Ten maintenance facilities to be surveyed during each year of the Permit with recommendations provided to the Districts for their consideration.	Yes	During Year 1, 17 of the 94 maintenance facilities with coverage under the MS4 permit were surveyed and recommendations on possible incorporation of permanent BMPs were provided to the Districts where appropriate.	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Results or Activities	Effective (Yes or No)
BMP 5.6 Post-Construction BMP Review NPDES Section	A field survey of post-construction BMPs to be conducted on two completed construction projects during each year of the permit with an overall assessment prepared and presented to the NPDES Standing Committee in Permit Year 5.	Multi-year BMP	Two completed jobs were visited during Year 1 of the Permit to assess the effectiveness of the post-construction BMPs. Vegetation was well established on both projects which is crucial to post construction storm water management. Another primary focus of the assessment was to check the outlet structures where stormwater discharges off the AHTD right of way. The Department will continue to monitor the effectiveness of post-construction BMPs and provide the required assessment in Year 5.	Yes

SMALL MS4 ANNUAL REPORT FORM

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)
BMP 6.6 Maintenance Employee Training Program	NPDES Section to provide annual training to at least 90% of eligible maintenance employees.	Multi-year BMP which will continue for the life of the Permit.	Illicit discharge detection/reporting, MS4 Program requirements, NPDES Pesticide Permit requirements, environmental restraining conditions for maintenance activities, facility pollution prevention plan implementation; spill prevention control and countermeasures.	Maintenance supervisors and facility managers.	Three hundred and fifty individuals were trained in Year 1 of the permit.	Training provided by the NPDES Section staff included the MS4 stormwater management plan requirements, information on the Pesticide General Permit, spill response procedures and BMPs for facilities and small construction sites. A BMPs handout was disseminated to maintenance personnel, which outlined appropriate application for small construction sites.	Yes
NPDES Section/ District Maintenance Engineer							
<p>List of Municipal Facilities Subject to Program</p> <p>This requirement is covered under BMP 6.4 of the SWMP, Pollution Prevention Plans for Department Facilities and BMP 6.5, Staff Assistance Visits to Department Maintenance Facilities.</p> <p>(A list of AHTD facilities with Pollution Prevention Plans (PPP) is included in the SWMP.)</p>							
BMP 6.3 MS4 Maintenance	<p>Summarize Maintenance Activities and Schedules</p> <p>This requirement is met by following the schedule produced for BMP 5.2, BMP Inspection and Maintenance.</p>		<p>O&M Procedures Developed for Facilities (Yes or No)</p> <p>Yes</p>		<p># of Facility Inspections Performed</p> <p>An annual inspection is required at each of the listed AHTD facilities.</p>		<p>Frequencies of Such Inspections</p> <p>At least annually.</p>
BMPs 6.1 and 6.8 Disposal of Wastes	<p>Procedures Developed (Yes or No)</p> <p>Yes</p>		<p>Document Amounts of Wastes Properly Disposed</p> <p>Used motor oil – 30,131 gallons recycled or used for heating. Litter collected and properly disposed – 51,269 cubic yards</p>				
Road Salt	<p>Covered (Yes or No)</p> <p>Yes</p>		<p>Tons Used</p> <p>41,299 tons</p>		<p>Summarize Measures Taken to Minimize Usage</p> <p>Salt application is a major expense for the Department, so only the minimum required to keep the roads safe for travel is applied.</p>		
BMP 6.7 Vegetation Management	<p>Procedures Developed (Yes or No)</p> <p>Yes. State Plant Board requirements and the NPDES Pesticide General Permit ARG870000 govern this.</p>		<p>Gallons Used</p> <p>25,755 gallons</p>		<p>Summarize Measures Taken to Minimize Usage</p> <p>1,000 AHTD herbicide applicators are certified with the Arkansas State Plant Board. Herbicides are applied sparingly and only in areas where other vegetation control methods are not practical. The significant cost of the materials as well as established application procedures and rates limit the amount applied to the minimum required to do the job.</p>		

SMALL MS4 ANNUAL REPORT FORM

POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

	Procedures Developed (Yes or No)	Pounds Used	Summarize Measures Taken to Minimize Usage
Fertilizer Usage	Yes	1,102,480 lbs.	The AHTD Standard Specifications for Highway Construction specify the fertilizer application rates which were developed to insure the establishment of new vegetation on disturbed area. AHTD inspectors insure the proper rate of fertilizer is used in conjunction with seed application. This number will vary widely from year to year depending on the number and acreage of construction projects let to contract.
BMP 6.2 Street Sweeping	Procedures Developed (Yes or No) Streets are swept as required.	5,728 cubic yards of sweeping collected and properly disposed.	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		
N/A			

(See attachment for additional BMPs)



A R K A N S A S
Department of Environmental Quality

SMALL MS4 ANNUAL REPORT FORM

POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS (Attachment)

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Results or Activities	Effective (Yes or No)
BMP 6.4 Pollution Prevention Plans for Department Facilities NPDES Section- Development District Maintenance Engineer-Implementation	Maintain and continue to implement Pollution Prevention Plans at all Department maintenance facilities statewide under General Small MS4 Permit.	Yes	Pollution Prevention Plans (PPPs) have been developed and distributed to all maintenance facilities and are updated as required. During annual training for Permit Year 1, each Area Maintenance Supervisor was required to bring their PPP to class for one-on-one training as required. All attendees received training on PPP components including but not limited to NPDES MS4 Storm Water Management Plan, Spill Prevention Control & Countermeasures Plan requirements, the Pesticide General Permit and appropriate BMP implementation.	Yes
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Results or Activities	Effective (Yes or No)
BMP 6.5 Staff Assistance Visits to Maintenance Facilities	Visit 10 maintenance facilities each year during the term of the Permit.	Yes	During Year 1, the NPDES Staff visited 17 of the 92 maintenance facilities to identify possible areas for improvement.	Yes
NPDES Section				

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.

A revised SWMP dated August 2014 was developed and submitted to ADEQ earlier this year.

SMALL MS4 ANNUAL REPORT FORM

VARIANCES GRANTED (IF ANY)

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

**AHTD Storm Water Management Program Table of Organization
May 2015**

BMP No.	BMP Description	BMP Point of Contact	Contact Number
	Minimum Measure 1 Public Education and Outreach		
1.1	Storm water educational handouts	NPDES Section	(501) 569-2230/ 2553
1.2	Stormwater information on AHTD website	NPDES Section	(501) 569-2230/ 2553
1.3	AHTD public storm water hotline	NPDES Section	(501) 569-2230/ 2553
1.4	Spanish storm water material	NPDES Section	(501) 569-2230/ 2553
1.5	Storm drain marking at Area Maintenance Facilities	NPDES Section	(501) 569-2230/ 2553
1.6	Department Recurring Publications	NPDES Section	(501) 569-2230
	Minimum Measure 2 Public Involvement/Participation		
2.1	Public notice of Storm Water Management Program (SWMP)	NPDES Section	(501) 569-2230/ 2553
2.2	Involvement with other entities	NPDES Section	(501) 569-2230/ 2553
2.3	Maintain Storm Water Management Program on website	NPDES Section	(501) 569-2230/ 2553
2.4	Adopt A Highway Program	District Engineers	(501) 569-2230*
2.5	Litter Hotline	Arkansas Highway Police	(501) 569-2681
2.6	NPDES Standing Committee	Committee Chair- Environmental Division	(501) 569-2285
2.7	Pre-construction conference with contractors	District Construction Engineer	(501) 569-2230*
	Minimum Measure 3 Illicit Discharge Detection and Elimination		
3.1	Storm sewer system mapping	NPDES Section	(501) 569-2230/ 2553
3.2	MS4 dry weather field screening	NPDES Section	(501) 569-2230/ 2553
3.3	Maintenance employee training	District Maintenance Engineer	(501) 569-2230*
3.4	Hotline and website reporting for public	NPDES Section	(501) 569-2230/ 2519
3.5	Maintenance facility staff assistance visits	NPDES Section	(501) 569-2230/ 2553
3.6	Field Test Equipment Purchase and Personnel Training	NPDES Section	(501) 569-2230/ 2519

Note: * Contact numbers are for NPDES Section Head who can provide the appropriate number for a particular District.

BMP No.	BMP Description	BMP Point of Contact	Contact Number
	Minimum Measure 4 Construction Site Storm Water Runoff Control		
4.1	Training and certification program for Department Personnel	State Construction Engineer	(501) 569-2251
4.2	New standard features and methods for construction BMPs	NPDES Section/State Construction Engineer	(501) 569-2230/ (501) 569-2251
4.3	Erosion and Sediment Control Manual	State Construction Engineer	(501) 569-2251
4.4	Method for public comments on AHTD activities	NPDES Section	(501) 569-2230/ 2519
4.5	Contractors erosion and sediment control training	NPDES Section/State Construction Engineer	(501) 569-2230 (501) 569-2251
4.6	Staff assistance visits to Department Projects	NPDES Section	(501) 569-2230/ 2519
	Minimum Measure 5 Post Construction Storm Water Management In New Development and Redevelopment		
5.1	Research and implement new post-construction BMPs	NPDES Section/State Construction Engineer	(501) 569-2230/ (501) 569-2251
5.2	BMP inspection & maintenance	District Maintenance Engineer	(501) 569-2230*
5.3	Employee training	NPDES Section/District Maintenance Engineer	(501) 569-2230*
5.4	Review plans of new facilities	NPDES Section	(501) 569-2230/ 2553
5.5	Review existing facilities	NPDES Section	(501) 569-2230/ 2553
5.6	Post construction BMP review	NPDES Section	(501) 569-2230/ 2519
	Minimum Measure 6 Pollution Prevention/Good Housekeeping for Municipal Operations		
6.1	Collect and dispose of litter from right of way	District Maintenance Engineer	(501) 569-2230*
6.2	Street sweeping	District Maintenance Engineer	(501) 569-2230*
6.3	Drainage system surveys	District Maintenance Engineer	(501) 569-2230*
6.4	Pollution prevention plans for Department facilities	NPDES Section/District Maintenance Engineer	(501) 569-2230*
6.5	Staff assistance visits to maintenance facilities	NPDES Section	(501) 569-2230/ 2553
6.6	Maintenance employee training	NPDES Section/District Maintenance Engineer	(501) 569-2230*
6.7	Vegetation management	State Maintenance Engineer	(501) 569-2233
6.8	Litter Tracking	State Maintenance Engineer	(501) 569-2233

Note: * Contact numbers are for the NPDES Section Head who can provide the appropriate number for a particular District.

Department Statewide Facility List, by District

DISTRICT ONE FACILITIES		
FACILITY NAME	CITY	COUNTY
Crittenden County #1 Area Headquarters & RE Office #14	West Memphis	Crittenden
Crittenden County #2 Area Headquarters	Lehi	Crittenden
Cross County Area Headquarters and RE Office #13	Wynne	Cross
District 1 Headquarters	Wynne	Cross
Lee County Area Headquarters	Marianna	Lee
Monroe County Area Headquarters	Brinkley	Monroe
Phillips County Area Headquarters	Walnut Corner	Phillips
St. Francis County Area Headquarters	Forrest City	St. Francis
Woodruff County Area Headquarters	McCrary	Woodruff

DISTRICT TWO FACILITIES		
FACILITY NAME	CITY	COUNTY
Arkansas County #1 Area Headquarters	Stuttgart	Arkansas
Arkansas County #2 Area Headquarters	DeWitt	Arkansas
Ashley County Area Headquarters	Hamburg	Ashley
Chicot County Area Headquarters	Lake Village	Chicot
Desha County Area Headquarters and RE Office #24	McGehee	Desha
District 2 Headquarters and RE Office #23	Pine Bluff	Jefferson
Drew County Area Headquarters and RE Office #21	Monticello	Drew
Grant County Area Headquarters	Sheridan	Grant
Jefferson County Area Headquarters	Pine Bluff	Jefferson
Lincoln County Area Headquarters	Star City	Lincoln

DISTRICT THREE FACILITIES		
FACILITY NAME	CITY	COUNTY
District 3 Headquarters and RE Office #32	Hope	Hempstead
Hempstead County Area Headquarters	Hope	Hempstead
Howard County Area Headquarters and RE Office #31	Nashville	Howard
Lafayette County Area Headquarters	Lewisville	Lafayette
Little River County Area Headquarters	Ashdown	Little River
Miller County Area Headquarters and RE Office #34	Texarkana	Miller
Nevada County Area Headquarters	Prescott	Nevada
Pike County Area Headquarters	Murfreesboro	Pike
Sevier County Area Headquarters	DeQueen	Sevier

DISTRICT FOUR FACILITIES		
FACILITY NAME	CITY	COUNTY
Crawford County #1 Area Headquarters	Alma	Crawford
Crawford County #2 Area Headquarters	Mountainburg	Crawford
District 4 Headquarters	Barling	Sebastian
Franklin County Area Headquarters	Ozark	Franklin
Logan County Area Headquarters	Paris	Logan
Polk County Area Headquarters	Mena	Polk
Scott County Area Headquarters and RE Office #41	Waldron	Scott
Sebastian County #1 Area Headquarters	Greenwood	Sebastian
Sebastian County #2 Area Headquarters	Barling	Sebastian
Washington County #1 Area Headquarters	Lincoln	Washington
Washington County #2 Area Headquarters and RE Office #43	Fayetteville	Washington

DISTRICT FIVE FACILITIES		
FACILITY NAME	CITY	COUNTY
Cleburne County Area Headquarters	Heber Springs	Cleburne
District 5 Headquarters, Independence County Area Headquarters, and RE Offices #52 and 53	Batesville	Independence
Fulton County Area Headquarters	Salem	Fulton
Izard County Area Headquarters	Melbourne	Izard
Jackson County Area Headquarters	Newport	Jackson
Sharp County Area Headquarters	Hardy	Sharp
Stone County Area Headquarters	Mountain	Stone
White County #1 Area Headquarters and RE Office #55	Searcy	White
White County #2 Area Headquarters	Bald Knob	White

DISTRICT SIX FACILITIES		
FACILITY NAME	CITY	COUNTY
Central Complex, District 6 Headquarters, Pulaski County #3 Area Headquarters, & RE Office # 65	Little Rock	Pulaski
Central Shop, Maintenance Headquarters, and Materials Lab Annex	Little Rock	Pulaski
Garland County Area Headquarters and RE Office #64	Hot Springs	Garland
Hot Springs County Area Headquarters	Malvern	Hot Springs
Lonoke County Area Headquarters	Lonoke	Lonoke
Prairie County Area Headquarters	Hazen	Prairie
Pulaski County #1 Area Headquarters and RE Office #61	North Little	Pulaski
Pulaski County #2 Area Headquarters and RE Office #62	Little Rock	Pulaski
Saline County Area Headquarters	Benton	Pulaski

DISTRICT SEVEN FACILITIES		
FACILITY NAME	CITY	COUNTY
Bradley County Area Headquarters	Warren	Bradley
Calhoun County Area Headquarters	Hampton	Calhoun
Clark County Area Headquarters and RE Sub-Office #73	Arkadelphia	Clark
Cleveland County Area Headquarters	Rison	Cleveland
Columbia County Area Headquarters	Magnolia	Columbia
Dallas County Area Headquarters	Fordyce	Dallas
District 7 Headquarters and RE Office #74	Camden	Ouachita
Ouachita County Area Headquarters	Camden	Ouachita
Union County Area Headquarters and RE Office #76	El Dorado	Union

DISTRICT EIGHT FACILITIES		
FACILITY NAME	CITY	COUNTY
Conway County Area Headquarters	Morrilton	Conway
District 8 Headquarters and RE Office #86	Russellville	Pope
Faulkner County Area Headquarters and RE Office #84	Conway	Faulkner
Johnson County Area Headquarters and RE Office #82	Clarksville	Johnson
Montgomery County Area Headquarters	Pencil Bluff	Montgomery
Perry County Area Headquarters	Perryville	Perry
Pope County Area Headquarters	Russellville	Pope
Van Buren County Area Headquarters	Clinton	Van Buren
Yell County Area Headquarters	Danville	Yell

DISTRICT NINE FACILITIES		
FACILITY NAME	CITY	COUNTY
Baxter County Area Headquarters	Mountain Home	Baxter
Benton County #1 Area Headquarters	Garfield	Benton
Benton County #2 Area Headquarters	Gentry	Benton
Boone County Area Headquarters	Harrison	Boone
Carroll County Area Headquarters	Berryville	Carroll
District 9 Headquarters and RE Office #92	Harrison	Boone
Madison County Area Headquarters	Huntsville	Madison
Marion County Area Headquarters and RE Office #95	Yellville	Marion
Newton County Area Headquarters	Jasper	Newton
Peel Ferry Maintenance Building	Peel	Marion
Searcy County Area Headquarters	Marshall	Searcy

DISTRICT TEN FACILITIES

FACILITY NAME	CITY	COUNTY
Clay County Area Headquarters	Corning	Clay
Craighead County Area Headquarters and RE Office #06	Jonesboro	Craighead
District 10 Headquarters and RE Office #04	Paragould	Greene
Greene County Area Headquarters	Paragould	Greene
Lawrence County Area Headquarters	Walnut Ridge	Lawrence
Mississippi County #2 Area Headquarters	Osceola	Mississippi
Poinsett County Area Headquarters	Marked Tree	Poinsett
Randolph County Area Headquarters	Pocahontas	Randolph