

## NPDES Small MS4 General Permit (ARR040000) Annual Reporting Form

### Instructions for completing this form:

- ARR040000 requires that this form be used when submitting annual reports. You may request approval to use your own reporting format.
- Annual Reports are due annually on or before June 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: 2012

ADEQ Permit Tracking Number: ARR040020

Name of MS4: University of Arkansas at Little Rock

Primary Contact: Vince Rodgers

Title: Director of EHS

Mailing Address: 2801 S. University Ave

City: Little Rock

Zip Code: 72204

County: Pulaski

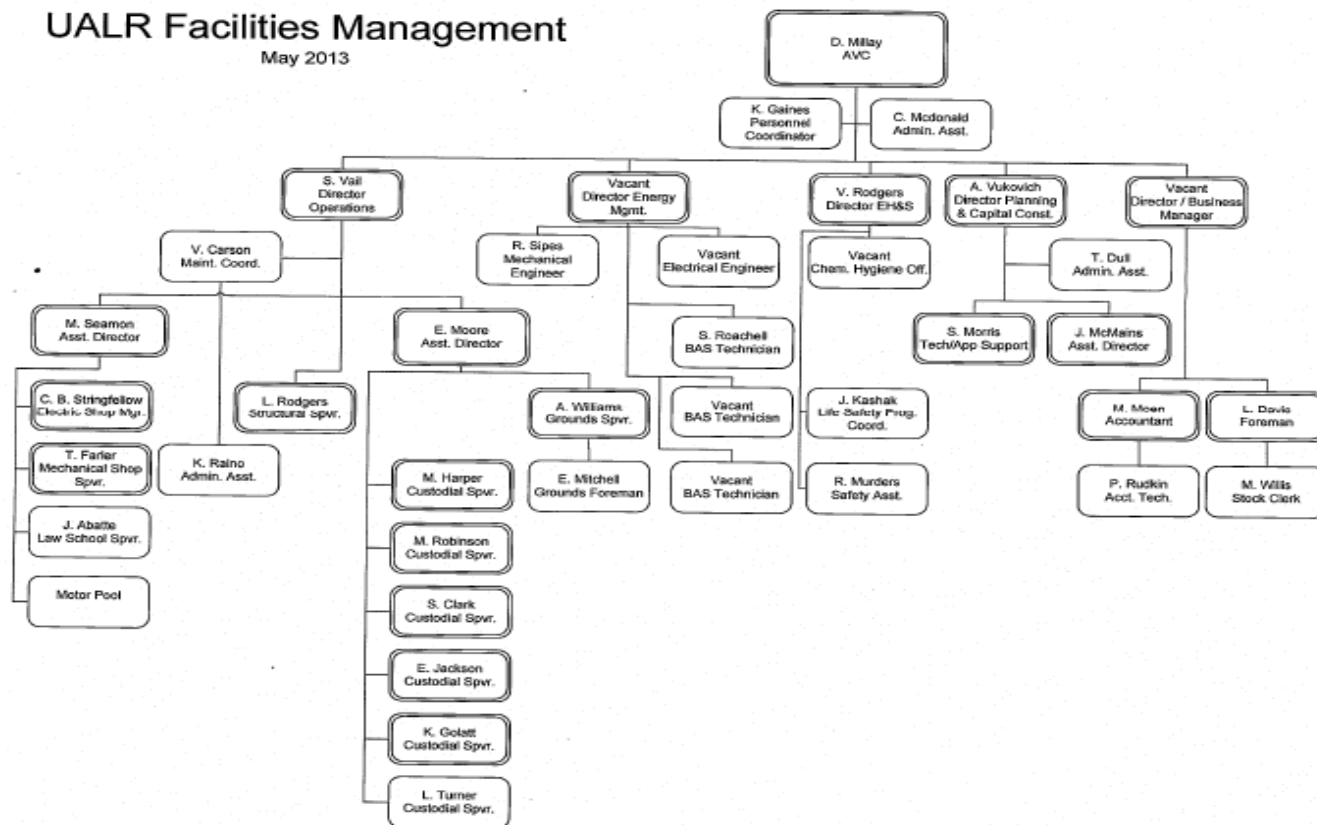
Telephone Number: 501-371-7602

Email Address: varodgers@ualr.edu

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.

### UALR Facilities Management

May 2013






ARKANSAS  
Department of Environmental Quality

## SMALL MS4 ANNUAL REPORT FORM

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: Vince Rodgers

Print Title: Director of EHS

Signature: 

Date: 5-30-13

## SMALL MS4 ANNUAL REPORT FORM

### PUBLIC EDUCATION & OUTREACH

Estimate Your Permit Area's Total Population: 13,000

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)
EHS Stormwater website. Vince Rodgers	Direct source for feedback from the community.	UALR is making a concerted effort to reduce runoff impact to adjacent waterways	Faculty, Staff, and students	8 hits to website	Expected	N/A
Coleman Creek Cleanup Sustainability Committee	Establish a culture of environmental conservation by participation by removing waste and debris from stream	Protect Coleman creek from pollution and beautify our natural landscape	Faculty, staff, and students		Those who participate are effective in removing any items that could be potentially harmful. Awareness is enhanced	Yes
Earth Day Celebration (Spring) and Campus Sustainability Day (Fall) Sustainability Committee	Collection of materials for recycling such as old tires, glass, plastic, aluminum, paper, batteries, computers, lamps, etc.	Sustainability / Pollution	Faculty, Staff, and students	All 13,000 campus emails are notified multiple times. Participation is not assessable but estimated at 10-15% or 1300 to 1950.	Between the two events we estimate collecting approx. 3000 pounds of recyclable material	Yes
Campus Recycling Program Grounds Dept	Ongoing effort to collect and recycle paper, plastic, glass, and aluminum	Sustainability / Pollution	Faculty, staff, and students	Collection bins are placed in all buildings in multiple areas so individuals will have additional opportunities to recycle.	Custodians empty and replace the bins daily so evidence of use is prominent.	Yes
Hazardous waste MGMT program Vince Rodgers	Reduce / eliminate spills or exposures of HazMat resulting in illicit discharges.	Exposure / Sustainability / Pollution	Faculty, staff, and students	Target audience is primarily chemical users so awareness is facilitated through policy and training. Approx 5000 individuals are informed about this matter	150 workers are trained through EHS. Policy is developed and enforced by EHS Committee affecting all faculty, staff, and students using hazardous material	Yes

## 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)
Coleman Creek Clean Up Sustainability Committee	Removing any material that may result in illicit discharge.	Sustainability / Pollution	Faculty, staff, and students	20-30	Area cleaned and waste removed	Yes
Earth Day Celebration (Spring) and Campus Sustainability Day (Fall) Sustainability Committee	Collection of materials for recycling such as old tires, glass, plastic, aluminum, paper, batteries, computers, lamps, etc.	Sustainability / Pollution	Faculty, staff, and students	1000+	Collected over	
UALR Recycling Program Sandra Vail	Collection of recyclables from campus bins	Sustainability / Pollution	Faculty, staff, and students	Available bins in every building to all users 10,000 plus	Estimated waste collection over 108,000 lbs	Yes
Hazardous Waste MGMT program Vince Rodgers	HazMat pickup and collection of chemical waste for Lab-Pak disposal. Proper storage procedures.	Safety / Sustainability / Pollution	Faculty, staff, and students	500	Various chemical and biological wastes collected, stored, and properly, disposed of.	Yes

## SMALL MS4 ANNUAL REPORT FORM

### ILLCIT 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	Minimize or eliminate the potential for illicit discharges.	Complete	ADEQ Reg 6 – where applicable <a href="http://www.adeg.state.ar/water/regulations.htm">http://www.adeg.state.ar/water/regulations.htm</a> EPA-40 CFR 122.26	Collection of HazMat and through EHS personnel efforts facilitates the transfer of awareness and knowledge that ultimately reduces opportunities for discharge.		Yes
Hazardous Material MGMT, SWMP Vince Rodgers						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates			Effective (Yes or No)
Storm Sewer System Map	ID flow patterns & outflows	No	Topo maps have not been created			No
SS map & GIS topographical Vince Rodgers						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates			Effective (Yes or No)
IDDE Plan	Develop and implement SWMP.	Yes	3 construction projects are in the final construction phase for the reporting period. Each contractor maintains an approved SWPPP which is reviewed and monitored by EHS. SWMP is on line and available for anyone to review at <a href="http://ualr.edu/facilities/uploads/2010/09/UALR%20SWMP%208-1-10.pdf">http://ualr.edu/facilities/uploads/2010/09/UALR%20SWMP%208-1-10.pdf</a>			Yes
Vince Rodgers						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Outfalls Screened	# of Dry-Weather Flows Identified	# Of Illicit Discharges: Identified*      Eliminated	Effective (Yes or No)
Dry-Weather Screening of Outfalls # of Outfalls Screened 0 Total # of Outfalls   0						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Summary of Activities or Updates			Effective (Yes or No)
Identification of allowable non-stormwater discharges	Reduce runoff from non-rain events	Yes	Restrict and monitor allowable discharges. No illicit discharges were identified			Yes
Surveillance as needed EHS						

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

## 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	Contractor management through SWMP – site assessment and control maintained	Yes	ADEQ Reg 6 – Construction SW program		Minimized erosion and runoff through SWPPP maintenance and monitoring.	Yes	
SWMP – Vince Rodgers							
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	Reduce opportunity for runoff and erosion	Yes	ADEQ Reg 6		Monitor and assess contractors BMPs and methods	Yes	
SWMP – Vince Rodgers							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Complaints		Summary of Results or Activities	Effective (Yes or No)	
			Received	Followed-Up On			
Complaint Process	Work orders generated by calls	Yes	None	N/A	N/A	Unknown	
FM Operations Center							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Applicable Sites Requiring Plans	# of Plans Reviewed	Summary of Results or Activities	Effective (Yes or No)	
Site Plan Review Procedures	Reduction in erosion & runoff opportunity	Yes	1	1	Contractor is required to submit SWPPP and inspect as required by the permit. EHS monitors these activities.	Yes	
SWPPP Review Vince Rodgers							
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	Maintain BMPs by routine inspection	Yes	1	10	Weekly	Contractor maintains forms during construction. EHS spot inspects forms and compliance	Yes
SWPPP Contractor & EHS							
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Violations		Summary of Results or Activities	Effective (Yes or No)	
			# of Violation Letters	# of Enforcement Actions			
Enforcement Procedures	Deter illicit discharge	Yes	0	0		Yes	
SWMP – Public Safety	Reported Violations						

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

## SMALL MS4 ANNUAL REPORT FORM

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

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))		Summary of Results or Activities	Effective (Yes or No)
Ordinance or Other Regulatory Mechanism	Effectiveness of regulations	Yes	ADEQ Reg 6		All construction projects are maintained and brought to acceptable conditions during and after construction phase by inspection. Landscaping. Grounds crews maintain the areas from that point.	Yes
SWMP - EHS						
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	Qualify that BMPs were effective by previous inspection and outfall reports. Initiate NOT	Yes	Applicable ASTM/ANSI Standards		Final acceptance based on completeness of drainage systems and landscaping areas.	Yes
Final Review SWPPP - EHS						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Applicable Sites Requiring Post-Const. BMPs	# of Plans Reviewed	Summary of Results or Activities	Effective (Yes or No)
Site Plan Review Procedures	Site plan effectiveness over project duration	Yes	1	1	All site plans were reviewed prior to and post construction for implementation of SWPPP in accordance with the UALR SWMP. EHS works with A&E firms to assure proper stormwater management and completion of satisfactory measures to ensure long term SWM goals	Yes
SWPPP – Vince Rodgers						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Site Inspections Performed		Summary of Results or Activities	Effective (Yes or No)
			# Performed	Avg. Frequency		
Site Inspection Procedures	BMP adjustments required and number of corrections during the project illustrate effectiveness	Yes	1	1 / quarter	1 site was completed during the reporting period. Post construction site visits revealed proper maintenance of SWPPP and BMPs. Few corrections were addressed and repaired.	Yes
SWPPP - EHS						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Violations		Summary of Results or Activities	Effective (Yes or No)
			# of Violation Letters	# of Enforcement Actions		
Enforcement Procedures	Number of reported violations, spills, illicit discharges	Yes	0	0	N/A	Yes
EHS – Public Safety						
BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	# of Sites Requiring Plans/Agreements	# of Plans Developed/Agreements in Place	Summary of Results or Activities	Effective (Yes or No)
Long-Term O&M Plans/Agreements	Integrated stormwater management of entire campus through technology, GIS mapping, and SWMP	N			none	
MDP						

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### POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

BMP & Responsible Party	Measurable Goal	Completed (Yes or No)	Topic(s)	Targeted Audience	# of Employees Attended	Summary of Activity	Effective (Yes or No)											
Employee Training Program	Elimination of spills	Ongoing	BBP, MSDS, Haz Waste & Chemical Hygiene	Employees / students	150+	Video and lecture	Yes											
UALR-EHS-Chem Dept																		
List of Municipal Facilities Subject to Program				O&M Procedures Developed for Facilities (Yes or No)		# of Facility Inspections Performed	Frequencies of Such Inspections											
N/A																		
MS4 Maintenance	Summarize Maintenance Activities and Schedules			Summarize Activities Performed														
	Repairs to silt fences where needed, hay bales, developing green space, collect trash, street sweeping, vehicle maintenance, spill cleanup			Same														
Disposal of Wastes	Procedures Developed (Yes or No)		Document Amounts of Wastes Properly Disposed															
	Yes		Approx 25,000 yards + 1 Lab Pack ~1000 lbs															
Road Salt	Covered (Yes or No)		Tons Used	Summarize Measures Taken to Minimize Usage														
	Yes		0.1	Safe Step product used approx. 200 lbs only during ice/snow events														
Pesticide & Herbicide Usage	Procedures Developed (Yes or No)		Gallons Used	Summarize Measures Taken to Minimize Usage														
	Yes		15 Gal Liq./ .5 ton granular	Used only as necessary														
Fertilizer Usage	Procedures Developed (Yes or No)		Pounds Used	Summarize Measures Taken to Minimize Usage														
	Yes		~2000 lbs	Used as needed														
Street Sweeping	Procedures Developed (Yes or No)		Document Amount of Material Collected and Properly Disposed															
	Yes		~ 1- 30 yard dumpsters															
Flood Management Projects	Summarize any New or Existing Flood Management Projects that were Assessed for Impacts on Water Quality																	
	No flood management projects at this time																	

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

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

None

### VARIANCES GRANTED (IF ANY)

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

None