



ANNUAL REPORT

Arizona Pollutant Discharge Elimination System (AZPDES) Small Municipal Separate Storm Sewer System (MS4) General Permit (AZG2016-002)

Regulated Small Municipal Separate Storm Sewer Systems (MS4s) must submit an Annual Report (AR) to the Arizona Department of Environmental Quality (ADEQ) before September 30 each year. Permittees must complete an Annual Report and submit the original, signed document to:

Arizona Department of Environmental Quality
Surface Water Section/Stormwater & General Permits Unit (5415A-1)
1110 West Washington Street, Phoenix, AZ 85007

A. REGULATED SMALL MS4 INFORMATION

Annual Report for Reporting Year: 20 - 20

LTF Number:	<input type="text" value="65751"/>	Name of MS4:	<input type="text" value="City of Sierra Vista"/>
Primary Contact:	<input type="text" value="Andrea D. Castanon"/>	Title:	<input type="text" value="Management Analyst"/>
Mailing Address:	<input type="text" value="401 Giulio Cesare Ave"/>		
City:	<input type="text" value="Sierra Vista"/>	Zip Code:	<input type="text" value="85,62"/> County: <input type="text" value="Cochise County"/>
Telephone Number:	<input type="text" value="520-515-8521"/>	Email Address:	<input type="text" value="andrea.castanon@sierravistaaz.gov"/>

Non-Traditional MS4 City/County Estimated Population:

Is another entity responsible for any satisfying any permit requirements (6.4b):
 Yes No
 If yes, complete the following questions; if no, continue to Section B .

Identify Partnered Entity:

N/A

Provide a description of permit requirements being implemented by another entity:

N/A

Type of Legally-binding Agreement:

N/A

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B. MAPPING (4.0 and 8.4(b))

1. Provide a narrative description of the permittee's mapping progress:

There are pictures of the City's outfalls, along with descriptions in the City's GIS. This process will be duplicated over the years to ensure a complete and correct inventory

2. Number of outfalls currently mapped:

3. Outfall mapping – Percent Complete:

4. Storm Sewer System Mapping

Percentage Complete:

5. Identification of Waters of the U.S. that receive discharges from the outfalls

Percentage Complete:

6. Has land been annexed into the MS4 since the previous reporting year: Yes No (4.2).

If yes, complete the following:

a) Total area annexed since last annual report: acres

b) Mapping of new area – Percent complete:

c) Are BMPs fully implemented in annexed area: Yes No

d) Provide a description of BMP implementation for areas annexed into the regulated MS4 since the last reporting period:

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C. PROGRAM EVALUATION (8.1.1 and 8.4d)

Provide a written assessment of the appropriateness of identified best management practices and progress toward achieving identified measurable goals for each minimum control measure.

MCM 1 - Public education and outreach - The BMPs assigned to this MCM are appropriate and expected to achieve the goal of reaching and educating the public.

MCM 2 - Public involvement/participation - The BMPs assigned to this MCM are appropriate and expected to achieve the goal of involving the public and increasing public participation in the program.

MCM 3 - Illicit discharge detection and elimination - The BMPs assigned to this MCM may have been overly aggressive for the newness of the program/permit. The appropriate City responsible parties will continue to develop, implement and enforce a program to identify un-permitted, illicit discharges to the MS4. We expect to have a documented, enforceable program by the end of Permit year 19.

MCM 4 - Construction site storm-water runoff control - Construction activities have slowed drastically in recent years. The City continues to refine and improve the construction inspection and review process.

MCM 5- Post construction storm-water management in new development and redevelopment - Construction activities have slowed drastically in recent years. The City continues to refine and improve the post construction storm-water management in new development and redevelopment MCM.

MCM 6 - Pollution prevention/good housekeeping for municipal operations - The City is on track with the BMPs and goals for this MCM, during this reporting period.

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D. MCM-1: PUBLIC EDUCATION AND OUTREACH (6.4.1 and 8.1.2)					
D-1 Provide a Summary of Public Education and Outreach BMPs in the Following Table					
Best Management Practice	Measurable Goal (how is progress being measured)	Theme or Message	Target Audience	Final Measure of Assessment (5.1.e.3)	Summary of Results and Effectiveness (8.1.2)
<i>Brochures</i> <i>EXAMPLE RECORD</i>	<i>Deliver 50 brochures a year along with building plan reviews</i>	<i>Construction Erosion and Sediment Control</i>	<i>Small Businesses</i>	<i>47 brochures handed out (94%)</i>	<i>Noted decrease in violations issued for Erosion and Sediment control related deficiencies from 20 to 30.</i>
Storm-water Pollution Prevention Materials	Printed material is on display in several buildings and public locations	Proper disposal of yard waste, hazardous waste, etc to prevent pollution	Public	Count not available	BMP appropriate and successful. Zero violations issued several years in a row.
Workshops/Training	Training delivered 2x per year	Construction, storm-water pollution prevention, illicit discharge	Employees, construction contractors, teachers	training provided 2 x per year.	BMP appropriate and successful. Zero violations issued several years in a row.

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D-2. DESCRIPTION OF CHANGES IN IDENTIFIED BMPs OR MEASUREABLE GOALS (8.1.3 and 8.4(l))

Have there been any modifications to BMPs during this reporting period Yes No.

If yes, provide a brief explanation of each modification below.

ADEQ Directed (8.1.4)	BMP Modified	Analysis of Why BMP Was Ineffective or Infeasible	Analysis of Why BMP is Expected to Achieve Goals
<input type="checkbox"/> Yes			

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D-3. PUBLIC EDUCATION AND OUTREACH (6.4.1) Provide a summary of activities planned for the next reporting period in the following table			
Best Management Practice	Measurable Goal (steps to measure progress)	Summary of Planned Activities	Proposed Schedule
Storm-water pollution prevention literature	Distribute 200-500 pamphlets in mail, along with refuse bill	Print and distribute flyers/pamphlets in mail, along with refuse bill	one time annually
Workshops/ Develop demonstrations/training	Develop and present 6 workshops	Develop and present two workshops in class, for school aged children, two for general public in different locations, and two for developers.	3 workshops/sessions in first half of year, 3 workshops in second half of year.
Educational materials	Create a kids' corner/school resource center on the City's website with a count of clicks on the link	Create a kids' corner/school resource center on the City's website	annual maintenance

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E. MCM-2: PUBLIC INVOLVEMENT AND PARTICIPATION (6.4.2 and 8.1.2)					
E-1. Provide a Summary of Public Involvement and Participation BMPs Implemented During the Reporting Period in the Following Table					
Best Management Practice	Measurable Goal (steps to measure progress)	Theme or Message	Target Audience	Percent of Target Audience Reached	Summary of Results and Effectiveness (8.1.2)
Establish a volunteer corps	increase participation in adopt a wash program (Request quantitative data from Community Development)	storm-water pollution prevention	Public		
**Create a storm water link on the City's web page	Post SWMP, annual reports and other relevant information to the City's website for the general population	Public involvement	General population		Will be put in place during reporting year 19.

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E-2. Description of Changes to BMPs and Measurable Goals (8.1.3 and 8.4(l))			
a) Have there been any modifications to BMPs during this reporting period <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, complete Section b, below.			
b) Summary of BMP Modifications			
ADEQ Directed (8.1.4)	BMP Modified	Analysis of Why BMP Was Ineffective or Infeasible	Analysis of Why BMP is Expected to Achieve Goals
<input type="checkbox"/> Yes	Establish Volunteer Corps +	This BMP was adjusted from 2017/18 to the 2018/19 year. It was not feasible during the originally planned year due to a shortage of +	additional resources should allow for additional public involvement +
<input type="checkbox"/> Yes			

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E-3. PUBLIC EDUCATION AND OUTREACH (6.4.1) Provide a Summary of Activities Planned for the Next Reporting Period in the Following Table			
Best Management Practices	Measurable Goal (steps to measure progress)	Summary of Planned Activities	Proposed Schedule
Continue to promote and administer adopt a wash program	3 new volunteer clean ups (request quantitative data from Community development)	Promote adopt a wash program using various methods (FB, Internet, newspaper, etc)	annually

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F. MCM-3: ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE) PROGRAM (6.4.3 and 8.1.2)					
F-1. Provide a Summary of Illicit Discharge Detection and Elimination BMPs Implemented During the Reporting Period in the Following Table					
Best Management Practice	Measurable Goal (steps to measure progress)	Completed (Yes or No)	Date of Implementation	Percent of Target Audience Reached	Summary of Results and Effectiveness (8.1.2)
Develop plans to identify illicit industrial businesses	City divided into 13 sections, all 13 sections to be inspected annually (Community development)	No	2017		The two code inspection officers are tasked with inspecting the entire city for ALL city code violations. It is not currently feasible to inspect all sections and respond to all code violations in one 12 month period
Establish inspection documentation procedures	Data entered into inspections module in Munis (Query Munis for inspections by type)	Yes	2017		IDDE violations are being captured and are capable of being indexed and reported in a couple different formats.
Create/distribute educational materials	Distribute educational materials to general public (count)	Yes	2017		This is difficult to gauge, we receive fewer than 5 IDDE complaints or violations in the year. a significant reduction would be total elimination and unrealistic. We will continue dissemination of material to the public.
"no dumping" signs, illegal dumping hot-line, adopt a road program	Reduction of illicit discharges	Yes	2017		BMP appropriate and successful. Zero violations issued several years in a row.

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F-2. DESCRIPTION OF CHANGES IN IDENTIFIED BMPS OR MEASUREABLE GOALS (8.1.3 and 8.4(I))			
BMP modifications: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, provide a brief explanation of each modification below.			
ADEQ Directed (8.1.4)	BMP Modified	Analysis of Why BMP Was Ineffective or Infeasible	Analysis of Why BMP is Expected to Achieve Goals
<input type="checkbox"/> Yes			
<input type="checkbox"/> Yes			
<input type="checkbox"/> Yes			

F-3. IDDE Staff Training (6.4.3.10)			
Frequency of Training	Date of Training Event	Training Subject	Number of Employees Trained
<i>EXAMPLE</i> Semi-annually	<i>October 15, 2017</i>	<i>Learning how to recognize an illicit discharge as part of routine job duties</i>	<i>15</i>
Annually	September 2017	MSGP Industrial annual training in conjunction with recognizing illicit discharges	~35

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F-6. Illicit Discharge Detection and Elimination Provide a Summary of Activities Planned for the Next Reporting Period in the Following Table			
Best Management Practice	Measurable Goal (steps to measure progress)	Summary of Planned Activities	Proposed Schedule
Inspections for new projects	100% of new projects to be inspected	Update/perform inspection procedures and documentation for new developments	As needed, based on permit applications
Distribute/present educational materials to developers	Speak at SACA to local developers/contractors	Speak at SACA to local developers/contractors	At least one time, annually

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G. MCM-4: CONSTRUCTION ACTIVITY STORMWATER RUNOFF CONTROL (6.4.4 and 8.1.2)				
G-1. Provide a Summary of Construction Activity Stormwater Runoff Control BMPs Implemented During the Reporting Period in the Following Table				
Best Management Practices	Measurable Goal	Date BMP was Implemented	Implementation Status (percent complete, date complete, on-going)	Summary of Results and Effectiveness (8.1.2)
Distribute SWPPP checklists	Deliver to all/new developers. Includes sediment, erosion and waste control items	01/01/2017	On-going	Developers are familiar with SWPPP requirements and strive to be in compliance
Construction site inspections	All construction sites are inspected for control measures for reduction of sediment, erosion and waste control	1/1/2017	On-going	Developers are familiar with SWPPP requirements and strive to be in compliance
Construction Plan and SWPPP review	Review construction plans and SWPPPs for sediment and erosion controls and proper waste disposal	01/01/2017	On-going	Developers are familiar with SWPPP requirements and strive to be in compliance

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G-2. Description of Changes in BMPs and Measurable Goals (8.1.3 and 8.4(l))			
BMP modifications: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, provide a brief explanation of each modification below.			
ADEQ Directed (8.1.4)	BMP Modified	Analysis of Why BMP Was Ineffective or Infeasible	Analysis of Why BMP is Expected to Achieve Goals
<input type="checkbox"/> Yes			
<input type="checkbox"/> Yes			
<input type="checkbox"/> Yes			

G-3. Construction Activity Complaints (6.4.4.5 and 8.4(i))	
Number of Complaints Received	Number of Complaint Responses/Resolved
1	1

G-4. Construction Activity Inspections			
Number of Active Construction Sites	Number of Active Construction Sites Inspected	Number of Re-Inspection	Average Inspection Frequency
3	3	1	quarterly
Number of Violations		Number of Enforcement Actions	
1		0	

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G-5. Construction Activity Stormwater Runoff Control Provide a Summary of Activities Planned for the Next Reporting Period in the Following Table			
Best Management Practices	Measurable Goal (steps to measure progress)	Summary of Planned Activities	Proposed Schedule
Training/presentation	Train/present material to contractors/developers	Train/present material to contractors/ developers	at least annually

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H. MCM-5: POST-CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT (6.4.5 and 8.1.2)				
H-1. Provide a Summary of Post-Construction Activity Stormwater Runoff Control BMPs Implemented During the Reporting Period in the Following Table				
BMP	Measurable Goal (steps to measure progress)	Completed (Yes or No)	Cite Local Code(s) Being Used (If available, web link for code(s))	Summary of Results and Effectiveness (8.1.2)
Development and education program	Develop and distribute post-construction information and materials	Yes		Developers are familiar with requirements and strive to be in compliance

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H-2. Post-Construction Stormwater Management in New Development and Redevelopment (8.4(j))	
Number of Sites Requiring Post-Construction Controls	Number of Post-Construction Stormwater Controls Inspected
0	0
Number of Post-Construction Stormwater Control Violations	Number of Post-Construction Stormwater Control Violations Resolved
0	0

H-3. Description of Changes in BMPs or Measurable Goals (8.1.3 and 8.4(l))			
BMP modifications: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, provide a brief explanation of each modification below (Add Rows as Necessary).			
ADEQ Directed (8.1.4)	BMP Modified	Analysis of Why BMP Was Ineffective or Infeasible	Analysis of Why BMP is Expected to Achieve Goals
<input type="checkbox"/> Yes			
<input type="checkbox"/> Yes			
<input type="checkbox"/> Yes			

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H-4. Post-Construction Stormwater Management in New Development and Redevelopment (6.4.1) Provide a Summary of Activities Planned for the Next Reporting Period in the Following Table			
Best Management Practices	Measurable Goal (steps to measure progress)	Summary of Planned Activities	Proposed Schedule
Post construction inspections	Inspect all new construction completed during the next reporting period	Inspect all new construction completed during the next reporting period	As needed, when construction projects are complete

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I. POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS (6.4.6)			
I-1. Summary of Pollution Prevention and Good Housekeeping BMPs in the Following Table			
Facility Name (Group Facilities as Appropriate)	Best Management Practices	Measurable Goal (steps to measure progress)	Summary of Results and Effectiveness (8.1.2)
Public Works, Airport, EOP, City Hall, parks and open spaces	Train staff on the importance of proper housekeeping	Provide annual and as needed training to target staff to prevent and reduce pollutant runoff	BMP appropriate and successful. General good housekeeping procedures have improved across all city buildings.
Public Works, Airport, EOP, City Hall, parks and open spaces	Proper auto maintenance, regular inspections, street sweeping schedule, storm drain cleaning, used oil recycling, materials management	Inspect quarterly and as needed to ensure controls are effective in reducing float-ables, trash, and other pollutants	BMP appropriate and successful. General good housekeeping procedures have improved across all city buildings.

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I-2. Description of Changes in BMPs and Measurable Goals (8.1.3 and 8.4(I))

BMP modifications: Yes No. If yes, provide a brief explanation of each modification below.

ADEQ Directed (8.1.4)	BMP Modified	Analysis of Why BMP Was Ineffective or Infeasible	Analysis of Why BMP is Expected to Achieve Goals
<input type="checkbox"/> Yes			
<input type="checkbox"/> Yes			
<input type="checkbox"/> Yes			

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I-3. Updates to Operation and Maintenance Programs (6.4.6 (a-g))

N/A

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I-4. Pollution Prevention and Good Housekeeping for Municipal Operations Provide a Summary of Activities Planned for the Next Reporting Period in the Following Table			
Best Management Practices	Measurable Goal (steps to measure progress)	Summary of Planned Activities	Proposed Schedule
Storm drain cleaning	(bi) annually	Streets Maintenance Workers will provide clean-up of streets, washes, drainage ways storm drains, and other public conveyances	
Storm drain training	(bi) annually	Presentations and training discussions will take place for each PW section	Annually and as needed

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J. Receiving Waters and Monitoring (7.0)					
Name of Receiving Water Included in Appendix B	Number of Outfalls	Receiving Water Listed as impaired, not-attaining and/or OAW	Listed Pollutants	TMDL	Analytical Monitoring Conducted this Reporting Year?
		N/A	N/A Not currently required by CoSV	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

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Receiving Water	How many outfalls will be sampled?	List parameter(s) to be analyzed	Provide a description of selected BMPs and how they will specifically address the pollutant(s) causing the impairments or how the BMPS will be protective of the OAW
		N/A	

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Certification

The annual report must be signed by either a principal executive officer or ranking elected official, or by a duly authorized representative (refer to Permit Part 9.9(a)).

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 gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering 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 the possibility of fine and imprisonment for knowing violations.

Signature

Andrea D. Bowling-Castañon

Name (printed)

Management Analyst - MS4 Program Manager

Title

09/21/2018

Date (mm/dd/yyyy)