



Zionsville Street and Stormwater Department
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2013 STREET AND STORMWATER DEPARTMENT YEAR-END REPORT

Statistics

- Generated 354 work orders from various sources and tracked progress.
- Replaced 489 square yards (1100 linear feet equivalent 4' width) of sidewalks through the annual in-house sidewalk program.
- Replaced approximately 600 lf (7,200 sf) of sidewalks in the downtown business district through contracted services.
- Resurfaced or repaired 2.7 miles of streets through the annual street repair program including the complete reconstruction 0.17 miles of roads.
- Applied over 9 miles of line-striping on 2.25 miles of roads.
- Applied approximately 1382 tons of salt/deicing material to public streets, parking areas and municipal facilities.
- Performed routine maintenance cleaning on over 14,000 linear feet of sanitary sewers.
- Improved five (5) sidewalk ramps to current ADA standards.
- Placed 76.76 tons of hot mix asphalt and 21.74 tons of cold mix asphalt patch to perform in-house street repair and pothole patching.
- Collected and disposed for recycling approximately 200 tons (40 truckloads) of chipped brush and limbs.
- Collected and disposed for recycling approximately 875 tons (175 trailer loads) of leaves.
- Replaced, repaired and/or installed 37 street signs.
- Provided 144 new street trees.
- Performed or had contracted for trimming maintenance on 28 street trees.
- Removed or had removed 62 street trees.
- Received, reviewed and processed 112 permits for construction within public rights-of-way.
- Collected approximately 750 lbs. of litter through road-side clean-up.

- Responded to six (6) sewer emergency calls for service.
- Replaced street light bulbs or repaired 57 lights.
- Reviewed over 2000 requests for field-verification and locating of underground sanitary and storm sewer facilities and provided underground location services in 208 warranting instances.
- Cleaned 2,255 linear feet of storm sewers removing approximately 3,500 gallons of waste.
- Replaced or installed new 240 linear feet of storm sewers.
- Repaired or installed new 15 storm sewer structures including inlets, manholes and pipe spot repairs.
- Collected and disposed of over 90 tons (15 truckloads) of material through regular street-sweeping efforts.
- Conducted 308 formal Rule 5 compliance inspections of active construction sites in addition to routine informal site visits and inspections of non-permitted sites.
- Approved 10 Stormwater Pollution Prevention Plans for construction projects in accordance with 327 IAC 15-5 and issued local Stormwater Permit approval.
- Responded to five (5) illicit discharge incidents and coordinated mitigation or brought enforcement action as appropriate.
- Collaborated with Boone County on the local Annual Hazardous Household Waste Collection Day, collecting 10.4 tons of household hazardous waste and 4.2 tons of electronics.

In-House Services

- Heavy Trash Collection completed on schedule utilizing Rays Trash Service and Disposal Alternatives Organization, thus eliminating the charge to residents for the disposal of refrigerant-bearing appliances and reducing the amount of material sent to landfills.
- Both spring and fall Brush and Limb Collection completed on schedule.
- Leaf Collection service provided on a weekly schedule from October 21st to December 5th.
- Applied salt and/or removed snow from public streets on 20 days through 21 specific actions to facilitate public safety.
- Performed trimming and/or maintenance on ROW trees to promote a healthy and safe streetscape environment.
- Continued special event and community support, maintaining and replacing Main Street banners, flags and decorations and providing barricade services.
- Maintained all traffic signals.
- Responded to all drainage concerns brought to our attention by area residents and coordinated mitigation.
- Responded to an influx of drainage and flood-related calls from residents during and after the April 19th flooding event. Responses varied from providing basic information, coordinating mitigation and recording information for future stormwater planning efforts.

Administration and Meetings

- Superintendent served on the Indianapolis Metropolitan Planning Organization Technical Committee, attending quarterly and special meetings.
- Superintendent served as President of the Board of Directors of the Upper White River Watershed Alliance.
- Attended and participated in monthly meetings of the Technical Advisory Committee, as well as follow-up meetings with the applicants.
- Superintendent attended Pathways Committee Meetings and maintained agendas and minutes for the committee on the town's web site.
- Attended meetings with Boone County government and local organizations to coordinate operations, services and development.
- Coordinated with Boone County on drainage plan review on new projects as well as problem resolution on existing properties.
- Stormwater Program Manager Served on the Upper White River Watershed Alliance (UWRWA) public education sub-committee.
- Stormwater Program Manager obtained Certified Municipal Separate Storm Sewer System Specialist (CMS4S) status through Envirocert International.
- Superintendent maintained certification as INDOT ERC (Employee of Responsible Charge) and Title VI Coordinator.
- Obtained continuing education at the following:
 - Annual LTAP Stormwater Drainage Conference
 - IDEM-sponsored MS-4 Annual Meeting
 - Annual INAFSM Conference
 - Annual LTAP Road School
- Regular attendance at the following meetings:
 - Hamilton County Stormwater Standards, Plan Review & Enforcement Committee
 - Indiana Association of Floodplain and Stormwater Managers' (INASFM) inspector subcommittee
- Coordinated monthly meetings of the Stormwater Board through April of 2013. The Board was disbanded and is currently vacant.
- Maintained Street and Stormwater Department news and information on town website.
- Coordinated meetings with residents of the Cobblestone Lakes Subdivision, Boone County Surveyor's Office, Pulte Homes and Schneider Engineering to discuss potential mitigation strategies in response to the April 19th flooding event. Work on this initiative has been suspended indefinitely pending the outcome of litigation.
- Coordinated the transfer of Rule 5 permit coverage from Dow Chemical to the Town of Zionsville for the soil stockpiles located on the recently acquired Dow property.
- Maintenance and updating of the Town GIS through ongoing data correction and the acquisition and importing of as-builts, aerial imagery, floodplain mapping and field-collected GPS data. Video and image libraries for town infrastructure have also been linked to GPS data features including storm sewer pipes, outfalls and drainage problem areas.
- Worked with the Infrastructure Subcommittee of the Council and Christopher B. Burke Engineering, Ltd. to complete a comprehensive update of the town's Stormwater Ordinance and Technical Standards Manual.

- Completed all annual services in a timely fashion and conducted all operations, maintenance and procurements within budget constraints.
- Coordinated and participated in the INDOT state-wide road salt quote solicitation process.
- Completed major, comprehensive update to INDOT road mileage inventory due to annexations and transition areas, potentially increasing tax revenue to the Town.
- Drafted two (2) ordinances to amend the Code of Ordinances for consideration by the Safety Board and/or Town Council.
- Updated Chapter 7 of the Code of Ordinances, incorporating each amendment adopted by the Town Council.
- Completed an INDOT ADA/Section 504 compliance audit.
- Coordinated the finalization of the Traffic Impact Fee review committee, providing their recommendation to the Plan Commission for consideration.
- Conducted operations within budget constraints. Preliminary estimates reveal the overall budget was underspent by approximately \$212,000, or 8% under-budget,

Project Development and Management

- Managed the Bennett Parkway extension project.
- Developed a way-finding program to provide route guides between the downtown business district and the Rail Trail to be implemented in 2014.
- Continued development of the 1st Street project, conducting over a dozen interviews with affected property owners along the project length.
- Completed Phase II of the public tree inventory and digitized the data in the town GIS.
- Coordinated three (3) local utility projects:
 - Duke pole replacement project
 - CTRWD 421 sewer extension project
 - CTRWD 121st Street sewer extension project
- Completed a speed study of west Oak Street to determine appropriate speed limits.
- Established and installed a new lighted pedestrian crossing on Oak Street.
- Continued development of the Sycamore Street pathway project from Lions Park to Elm Street. Note: funding through the TIF was eliminated.
- Developed and completed the 2013 road rehabilitation project, including the post-bid addition of several streets to maximize the available budget. These streets were never completed in the Rock Bridge subdivision due to a developer bankruptcy.
- Completed preliminary engineering for the Ford Road roundabout, presenting project information at the Village Walk HOA and December meeting of the Town Council.
- Designed, developed and installed new welcome signs at key entry points to the consolidated area.
- Designed, developed and contracted for the replacement of 2 ½ blocks of sidewalks in the downtown business district.
- Approximately 130 feet of new HDPE storm sewer pipe and two manhole structures were installed in the Colony Woods subdivision.

- Approximately 40 feet of failing culvert pipe was replaced under Starkey Avenue.
- The replacement of a failing storm sewer manhole in the Village Walk subdivision was completed.
- Approximately 60 feet of new storm sewer pipe and one inlet structure were installed along the 975 E pathway.

Stormwater Program

- Held a workshop at Town Hall targeting local homeowners instructing participants on the design, construction and maintenance of rain gardens.
- Conducted semi-annual facility assessments at six municipal facilities for stormwater pollution prevention.
- Assisted the Zion Nature Center with its annual Creekstomp event drawing local children and parents.
- Assisted the Stormwater Board in the development and adoption of Stormwater Utility rate Resolution 2013-01 establishing a proposed stormwater utility user fee. The utility fee deliberations by the town have been suspended indefinitely.
- Continued multi-jurisdictional MS-4 community partnership with the UWRWA.
- Worked with the Parks Superintendent and U.S. Geological Survey on a Five Star and Urban Waters funding application that would provide money for ecological restoration projects and provide opportunities for public education and participation. The project was not selected for funding.
- Presented to the Village Residents Association on the federally-mandated Stormwater Quality Management Program, proposed Stormwater Utility fee and the downtown business district streetscape rain gardens.
- Staffed Street and Stormwater Department booth at the Zion Nature Center's Z'Greenfest. Had water cycle bracelet activity and promoted UWRWA Clear Choices Clean Water campaign.
- Attended Water Education for Teachers (Project WET) training and acquired program certification.
- Participated in a Rule 13 Stormwater Quality Management Program audit administered by the Indiana Department of Environmental Management (IDEM) for Minimum Control Measure #3, Illicit Discharge Detection and Elimination.
- Worked with resident Todd Settle and the Parks Department to coordinate a stream cleanup event in Eagle Creek. Over 40 volunteers participated in the event and helped removed 2,600 pounds of trash from the creek.
- Hosted the Monroe County Drainage Engineer and three of his staff members for a tour of stormwater best management practices (BMPs) installed throughout Zionsville.
- Submitted a Notice of Intent (NOI) to comply with 327 IAC 15-13 (Rule 13) to the Indiana Department of Environmental Management to renew the town's National Pollutant Discharge Elimination System (NPDES) permit. This will be the town's third consecutive five (5) year permit.
- A Center for Watershed Protection Webcast titled "Stormwater Utilities: Reckoning the Cost Side of the Equation" was presented at Town Hall.
- Posted a water quality awareness quiz on the town website. The quiz is hosted through Survey Monkey and is designed to provide data on the level of awareness in the community.

- Completed annual inspections of publicly and privately-owned stormwater BMPs located in Zionsville. These inspections help ensure that BMPs are being properly maintained and provide the intended water quality and quantity benefits.
- Working with the UWRWA education subcommittee to develop a training program for contractors and 2014 workshop on the proper installation and maintenance of stormwater pollution prevention practices at construction sites.
- Developed a new data layer in the town's GIS system to delineate documented flooding areas from the April 19th event and other known drainage problem areas.
- Developed a Contractor Information page on the town website.
- Posted stormwater education information and event announcements to the town's Facebook page.