



Zionsville Street and Stormwater Department  
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## 2014 STREET AND STORMWATER DEPARTMENT YEAR-END REPORT

### **Statistics**

- Generated 361 work orders from various sources and tracked progress.
- Replaced 498 square yards (1120 linear feet equivalent 4' width) of sidewalks through the annual in-house sidewalk program.
- Resurfaced or repaired 3.8 miles of streets through the annual street repair program including the complete reconstruction 0.10 miles of roads.
- Replaced 914 linear feet of multi-use pathway.
- Applied 3 miles of line-striping.
- Applied approximately 1821 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 31 curb ramps to ADA standards.
- Constructed four (4) new ADA curb ramps.
- Placed 66.67 tons of hot mix asphalt and 66.03 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 745 tons (149 trailer loads) of leaves.
- Replaced, repaired and/or installed 64 street signs.
- Provided 89 new street trees.
- Performed or had contracted for trimming maintenance on 152 street trees.
- Removed or had removed 52 street trees.
- Received, reviewed and processed 168 permits for construction within public rights-of-way.
- Collected approximately 500 lbs. of litter through road-side clean-up.

- Responded to seven (7) sewer emergency calls for service.
- Replaced street light bulbs or repaired 73 streetlights.
- Reviewed over 1613 requests for field-verification and locating of underground sanitary and storm sewer facilities and provided underground location services in 195 warranting instances.
- Cleaned 4105 linear feet of storm sewers.
- Replaced or installed new 437 linear feet of storm sewers.
- Repaired or installed new 24 storm sewer structures including inlets, manholes and pipe spot repairs.
- Repaired five (5) storm sewer outfalls and remediated scour conditions
- Collected and disposed of over 42 tons (7 truckloads) of material through regular street-sweeping efforts.
- Conducted 155 formal Stormwater Pollution Prevention Plan (SWPPP) compliance inspections of active construction sites in addition to routine informal site visits and inspections of non-permitted sites.
- Issued local Stormwater Management Permit approval for 10 new development projects.
- Issued local Stormwater Individual Lot Permit approval for 49 new construction projects.
- Completed final inspections and issued verified Notices of Termination (NOT's) for four (4) development projects, thereby closing out both state Rule 5 and local Stormwater Management permits.
- Conducted 14 formal Stormwater Ordinance Violation Investigations and coordinated mitigation or brought enforcement action as appropriate.
- Contracted street sweeping of 165 curb miles in the rural and urban service districts with 254 tons of material collected and disposed.
- 94 tons of material collected and disposed of from the maintenance of storm sewer infrastructure, open conveyances and water quality best management practices (BMP's).
- Contracted televising of 3100 linear feet of storm sewer.
- Contracted maintenance of 59 storm structures, 28 of which were catch basin BMP's.
- Collaborated with Boone County on the local Annual Hazardous Household Waste Collection Day. 444 Boone County residents participated in the event and 11.4 tons of hazardous waste and 4.5 tons of electronics were collected and properly disposed.

### **In-House Services**

- Provided staff training to assist with construction SWPPP inspections, GIS storm sewer mapping and various stormwater-related field work.
- 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 20<sup>th</sup> to December 9<sup>th</sup>.

- Applied salt and/or removed snow from public streets on 21 days through 33 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.

### **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 White River Alliance (WRA).
- 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 White River Alliance public education sub-committee.
- 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 LTAP Road School
- Regular attendance at the following meetings:
  - Hamilton County Stormwater Standards, Plan Review & Enforcement Committee
  - Indiana Association of Floodplain and Stormwater Managers' (INASF) inspector subcommittee
- Reviewed plans for new development and construction projects to determine compliance with the local ordinances, Technical Standards and 327 IAC 15-5 (Rule 5).
- Coordinated preconstruction meetings for all new permitted development projects.
- Maintained Street and Stormwater Department news and information on town website.
- Completed an investigation into the localized flooding event that occurred in the Cobblestone Lakes subdivision in the area of Skipping Rock Court in April of 2013.
- Developed documents and procedures and coordinated with the Planning Department, Clerk's Office and Boone County Surveyor for the implementation

of stormwater permitting and fees in accordance with the revised Stormwater Ordinance and Technical Standards Manual.

- Stormwater Program Manager obtained Certified Floodplain Manager certification administered by the Association of State Floodplain Managers.
- Stormwater Program Manager obtained Certified Professional in Erosion and Sediment Control certification administered by Envirocert International.
- Coordinated with the Purdue Local Technical Assistance Program to provide training for Street and Stormwater Department and Parks Department staff on snow plow safety and salt spreading equipment calibration.
- 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.
- 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.
- Received mileage inventory from INDOT due to 2013 submission resulting in additional funding for the town due to the addition of 13 certified centerline miles.
- Completed an statutorily required update to the town's Road Impact Fee.
- Initiated the federally-required ADA Transition Plan for the town in order to maintain eligibility for federal funding.
- Completed an extensive submission to FEMA of funds expended during a declared winter emergency in early 2014. As a result, the town received \$37,152 in reimbursements for eligible expenses.
- 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.
- Conducted operations within budget constraints.

### **Project Development and Management**

- Completed the Bennett Parkway extension project, including the addition of a new tornado/warning siren to cover areas of the town that were not within the existing sirens' ranges.
- Installed way-finding route guide signs and pavement markers between the downtown business district and the Rail Trail.
- Completed Design Development on a potential future intersection improvement project at Main St., First St. and Sycamore St.
- Completed the Design Development of the 1<sup>st</sup> Street project, incorporating the potential intersection improvement noted above to the project schematics.
- Identified future right-of-way needs and legal descriptions thereof and developed a corresponding exhibit with legal descriptions to demonstrate to potential buyers the property available at the former PNC branch bank.
- Coordinated two (2) local utility projects:
  - Vectren bare steel replacement project
  - Citizens Water main extension

- Developed and completed the 2014 road rehabilitation project.
- Took the Ford Rd. roundabout project to bid, only to be hampered by the situation of necessary right-of-way being held in foreclosure. However, through much legwork, the property was able to be acquired from the bank allowing the project to get back on track for 2015.
- Completed preliminary design and started construction on a new traffic signal at Zionsville Rd. and 106<sup>th</sup> St. This project was not contemplated at the beginning of the year, and represents a good collaboration among town committees and boards.
- Completed a scoping study and initiated preliminary engineering for an intersection upgrade at Zionsville Rd. and 96<sup>th</sup> St. through funding made available by the Boone County RDC. The intent of this project, tentatively scheduled for construction in 2016, is to spur Indianapolis to begin concerted efforts to upgrade their portion of Zionsville Rd. to four (4) lanes.
- Although unfunded and unplanned for 2014, completed a route survey for the CR 700 E. pathway project to be continued in 2015.
- Closed out the 106<sup>th</sup> St. Water and Sewer Project.
- Developed construction cost estimates for the Creekside Corporate Park and worked with the RDC as requested to further develop this project.
- Coordinated a whole-scale modification to the downtown landscape islands while working with the Downtown Subcommittee of the Chamber of Commerce to unify and clean up the look of the downtown landscape.
- Completed a project to evaluate existing storm sewer infrastructure in the south Fourth St. area of the Village and develop preliminary engineering plans and opinions of probable cost for potential future improvements.
- Completed a project to evaluate existing storm sewer infrastructure in the Irongate subdivision and surrounding areas to develop an engineering study and opinions of probable cost for potential future improvements.
- Obtained easements and contracted for the installation of 220 feet of new HDPE storm sewer pipe and one new inlet structure on Colony Ct. to mitigate a longstanding drainage problem.

### **Stormwater Program**

- Coordinated routine maintenance of oil-water separators at three (3) municipal facilities.
- Worked with the WRA public education sub-committee to develop a contractor training and certification program for construction site erosion and sediment control. Held a lunch and learn at Town Hall to provide information and solicit input on the program with 20 total participants.
- Participated in the organization and presentation of a regional contractors workshop hosted by the WRA.
- Conducted semi-annual facility assessments at six municipal facilities for stormwater pollution prevention.
- Provided required training of town staff for Illicit Discharge Detection and Elimination (MCM 3) and Good Housekeeping Pollution Prevention (MCM 6).
- Provided training to 12 staff members of the RL Turner Corporation of Zionsville on construction site stormwater pollution prevention.

- Co-coordinated a Hoosier Riverwatch Basic Training at Town Hall and the Zion Nature Sanctuary. Eight (8) people attended the training.
- Collaborated with the Indiana Association of Floodplain and Stormwater Managers to produce an educational video to promote stormwater pollution prevention.
- Worked with Christopher B. Burke Engineering Ltd. to prepare for an upcoming audit by the Indiana Department of Environmental Management of the town's Stormwater Quality Management Program. The audit is expected to occur sometime in 2015 and will target the town's Municipal Operations Pollution Prevention and Good Housekeeping program.
- Worked with the Sullivan Munce Cultural Center and the Zionsville Alpha Leos Club on a rain barrel design and education program featuring a rain barrel workshop, rain barrel design by local artists, public art display and auction to benefit the Center.