



Zionsville Street and Stormwater Department  
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## 2015 STREET AND STORMWATER DEPARTMENT YEAR-END REPORT

### **Statistics**

- Generated 337 work orders from various sources and tracked progress.
- Replaced 423 square yards (954 linear feet equivalent 4' width) of sidewalks through the annual in-house sidewalk program.
- Resurfaced or repaired 2 miles of streets through the annual street repair program including the complete reconstruction 0.11 mile of roads.
- Replaced 500 linear feet of multi-use pathway.
- Applied approximately 960 tons of salt/deicing material to public streets, parking areas and municipal facilities.
- Performed routine maintenance cleaning on 13,399 linear feet of sanitary sewers.
- Improved 28 curb ramps to ADA standards.
- Placed 68.91 tons of hot mix asphalt and 38.9 tons of cold mix asphalt patch to perform in-house street repair and pothole patching.
- Collected and disposed for recycling approximately 175 tons (35 truckloads) of chipped brush and limbs.
- Collected and disposed for recycling approximately 1200 tons (240 trailer loads) of leaves.
- Replaced, repaired and/or installed 40 street signs.
- Provided 89 new street trees.
- Performed or had contracted for trimming maintenance on 159 street trees.
- Removed or had removed 42 street trees.
- Received, reviewed and processed 113 permits for construction within public rights-of-way.
- Collected approximately 1025 lbs. of litter through road-side clean-up.
- Responded to three (3) sewer emergency calls for service.
- Replaced street light bulbs or repaired 97 streetlights.

- Reviewed over 2273 requests for field-verification and locating of underground sanitary and storm sewer facilities and provided underground location services in 263 warranting instances.
- Cleaned 2340 linear feet of storm sewers.
- Replaced or installed new 365 linear feet of storm sewers.
- Repaired or installed new 17 storm sewer structures including inlets, manholes and pipe spot repairs.
- Repaired six (6) storm sewer outfalls and remediated scour conditions.
- Collected and disposed of over 192 tons (32 truckloads) of material through regular in-house street-sweeping efforts.
- Contracted street sweeping of 136 curb miles in the urban service district with 103 tons of material collected and disposed.
- Conducted 207 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 seven (7) new development projects.
- Issued local Stormwater Individual Lot Permit approval for 54 new construction projects.
- Conducted six (6) Stormwater Ordinance Violation Investigations and coordinated mitigation or brought enforcement action as appropriate.
- 29 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 2000 linear feet of storm sewer.
- Inspected 38 public and private post-construction water quality practices installed throughout Zionsville. Collaborated with Boone County on the local Annual Hazardous Household Waste Collection Day. 443 Boone County residents participated in the event and 17 tons of hazardous waste and electronics were collected and properly disposed of or recycled

### **In-House Services**

- Heavy Trash Collection completed on schedule through contract with Rays Trash Service. Prior partner Disposal Alternatives Organization was no longer in business and no alternate appliance recycling agency could be located. Rather than reverting to a paid service, the Town absorbed the nominal cost of refrigerant bearing appliance.
- Both spring and fall Brush and Limb Collection completed on schedule.
- Leaf Collection service provided on a weekly schedule from October 19<sup>th</sup> to December 11<sup>th</sup>.
- Applied salt and/or removed snow from public streets on 19 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.

### **Administration and Meetings**

- Superintendent served on the Indianapolis Metropolitan Planning Organization Technical Committee, attending quarterly and special meetings.
- Superintendent served on the Executive Committee of the Board of Directors of the White River Alliance (WRA), the entity that develops critical NPDES permit compliance activities.
- 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
  - Ball State University Certified Manager Program
- Regular attendance at the following meetings:
  - Hamilton County Stormwater Standards, Plan Review & Enforcement Committee
  - Indiana Association of Floodplain and Stormwater Managers (INASFM) inspector subcommittee
- Provided development oversight services for public and private projects to ensure compliance with the Stormwater Ordinance and Technical Standards Manual including plan review, permitting, site inspection, coordinating engineering services, project close-out and permit termination. Effective project oversight is necessary to ensure that stormwater management systems are properly installed and maintained in perpetuity.
- Participated in preconstruction meetings for all new permitted development projects.
- Maintained Street and Stormwater Department news and information on town website.
- Superintendent participated in Safety Day at the Zionsville High School to demonstrate proper roundabout navigation for drivers and pedestrians,
- Stormwater Program Manager maintained Certified Floodplain Manager certification administered by the Association of State Floodplain Managers.
- Stormwater Program Manager maintained Certified Professional in Erosion and Sediment Control certification administered by Envirocert International.

- 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.
- 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 2014 submission. Superintendent worked closely with INDOT and Boone County Engineer to implement reforms to reporting and crediting procedures that recognize service territories resulting from consolidation.
- Completed the federally-required ADA Transition Plan for the town in order to maintain eligibility for federal funding.
- Drafted three (3) ordinances to amend the Code of Ordinances for consideration by the Safety Board and/or Town Council.
- Conducted operations within budget constraints.
- Presented to the Village Residents Association at their monthly meeting on December 8th to discuss drainage issues in The Village and provided information about the upcoming Fourth Street Storm Sewer Improvement Project, Phase 1, which is anticipated for completion in 2016.
- Presented to the Village Residents Association at the same meeting on a proposed signal at the intersection of 1<sup>st</sup> St. and Oak St. as well as discussed downtown crosswalks and contemplated changes.
- Hosted a meeting at Town Hall of the INAFSM Inspectors Group to facilitate planning of 2016 goals and to develop an abstract for the upcoming 20<sup>th</sup> Anniversary INAFSM Conference in 2016.

### **Project Development and Management**

- Completed the 106<sup>th</sup> St./Lids Entrance construction project on time and under budget. This included coordination of two unanticipated utility relocations by Vectren and Citizens Water.
- Completed a town-wide pavement evaluation of existing road conditions to aid in the preparation of long-term road rehabilitation plans.
- Completed design and right of way engineering for the pathway project along Bloor Lane scheduled for construction in 2016. This included a great deal of coordination with the abutting property owners, ultimately resulting in a project palatable to said residents as well as donated right of way to eliminate that cost.
- Coordinated three (3) local utility projects:
  - Vectren bare steel replacement project, Phase II
  - Citizens Water main extension
  - Zayo Bandwidth fiber optic installation
- Developed and completed the 2015 road rehabilitation project.
- Completed the Ford Rd. roundabout project. This project utilized a creative maintenance of traffic plan during construction to keep the intersection open and available to accommodate the morning and afternoon school and commuter traffic.
- Completed the new traffic signal installation at Zionsville Rd. and 106<sup>th</sup> St.
- Finalized design 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, scheduled for construction in 2016, is to spur Indianapolis to begin concerted efforts to upgrade their portion of Zionsville Rd. to four (4) lanes. Worked with the City of Indianapolis Public Works Committee and City County Council to obtain the required interlocal agreement.

- Worked with property owners along CR 700 E. in an effort to obtain donated right of way to support the future path in this area.
- Provided construction cost estimates for the Creekside Corporate Park and worked with the RDC as requested to further develop this project.
- Assisted with the development of the Creekside Corporate Park including GPS mapping and field survey work.
- Worked with two (2) property owners in the Thornhill subdivision to have illegally encroaching trees removed from a drainage easement to help prevent reoccurring storm sewer blockages caused by tree root infiltration resulting in street flooding.
- Coordinated the emergency removal of two large trees located along Temple Ave. that were damaged by floodwaters and stabilized impacted bank and road shoulder areas.
- Completed the repair of a collapsed major storm sewer in the Raintree Place subdivision.
- Completed a project to replace a failed storm sewer in the Northern Meadows subdivision.
- Completed a project to install a high-capacity storm sewer inlet grate on an existing structure north of Starkey Rd.

### **Stormwater Program**

- Conducted semi-annual facility assessments at six (6) 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).
- Coordinated a facility cleanup at the Municipal Services Building including contracting for the proper disposal of old and unused hazardous wastes.
- Implemented pollution prevention measures including spill kits in select vehicles and equipment and established disposal services for potentially hazardous materials.
- Held training for department heads on Municipal Operations Pollution Prevention in preparation for an upcoming IDEM audit of the town's Stormwater Quality Management Program.
- Completed updates of the Stormwater Pollution Prevention Plans (SWPPPs) and Spill Prevention and Emergency Response Plans for six (6) town-owned facilities.
- Produced a current MSDS binder for chemical products used by Street and Stormwater and Parks Departments for the Municipal Services Building.
- Developed Standard Operating Procedures for Six (6) required maintenance and pollution prevention activities in accordance with the town's NPDES permit.
- Presented water quality information to the Zionsville Leos Club using the storm drain model and "drop in the bucket" demonstrations. 31 people attended the presentation.

- Participated in the coordination and presentation of a regional contractor training and certification program for construction site stormwater pollution prevention. 152 people attended the event, 89 of which sat for testing.
- Staffed the Street and Stormwater Department booth at the annual Z'Greenfest event. The booth featured a storm drain model demonstration and water cycle bracelet activity. Over 200 people attended the event.
- Participated in the Union Elementary STEM Night as the "Water Quality Challenge" using the storm drain model and Clear Choices Clean Water (CCCW) materials. Over 400 people attended the event.
- Provided 150 dog poop bag dispensers emblazoned with the Town of Zionsville and CCCW logos in addition to 150 CCCW clean water kits for the Parks Department's Tails on the Trails program.
- Collaborated with the Zion Nature Center and the SullivanMunce to hold a comprehensive rain barrel workshop at Town Hall. 35 people attended the event and purchased 39 complete rain barrel kits made available through the workshop.
- Participated in the Zion Nature Center Summer Camps. Provided assistance during wetland sampling activities and presented a youth-oriented version of the Hoosier Riverwatch Program to the Biologist Boot Camp focusing on physical, chemical and biological methods for evaluating the health of streams and rivers.
- A stormwater awareness survey was conducted in collaboration with the WRA. 924 survey postcards were mailed and electronic survey notices issued through social media with 126 responses received. The purpose of the survey is to build upon previous surveys to evaluate trends in local water quality awareness.
- Held a three (3) day staff training on the town's Stormwater Quality Management Program for the Fire Department covering all three (3) fire stations and all shifts.
- Collaborated with the Zionsville Parks Department, Boone County Solid Waste Management District and others to hold the inaugural "Creekfest" event. A total of 181 people participated in the event with 90 volunteering for the stream cleanup and log jam removal. 2000 lbs. of trash was removed from over two (2) linear miles of Eagle Creek.
- Worked with the SullivanMunce Cultural Center and local artists on a rain barrel design and public art program. Eight (8) barrels were donated by the Street and Stormwater Department, decorated, and put on public display at local businesses throughout the Village. The barrels were auctioned-off at the Do It Again Recycled Art Market at the SullivanMunce Cultural Center. 236 people attended the Market and all of the rain barrels sold raising \$620 for the Cultural Center.
- The Street and Stormwater Department was awarded a \$1,900 grant from the Boone County SWMD Community Grant Program to help fund a rain barrel program in 2016.
- Completed updates to the town's Stormwater Quality Management Plan, Parts B and C. The updated plan sections will be submitted to the Indiana Department of Environmental Management along with the Rule 13 Annual Report, due in 2016.