

Town of Smyrna
Storm Water Management Program
Progress Report to the
Storm Water Advisory Committee
January 19, 2010 at 6:00 PM
Smyrna Town Hall /Council Chambers

- I. Discuss the following Storm Water Management (SWM) Program achievements made from: October 1, 2009 through December 31, 2009.
- A. Received five citizen inquiries about the Storm Water Utility (SWU) user fee.
 - B. Mailed three large informational packets, including an aerial photograph, line item summary sheet, informational flyer already sent to them the month before in their utility bill, speaking notes, adjustment, appeals, and credit policy and application forms, and business card of SWM Program Coordinator.
 - C. The remaining two inquirers were sent the informational flyer already mailed to them with their September 2008 utility bill accompanied by speaking notes and business card of SWM Program Coordinator.
 - D. Tracking tables were maintained for the total number of SWU user fee inquiries and total number of large packets mailed.
 - E. Completed writing the quarterly report to SWAC, for their review. This helps satisfy a MS4 permit requirement.
 - F. Town of Smyrna staff facilitated one monthly SWAC meeting where no SWU user fee issues were addressed by all seven of the SWAC members, but the quarterly report to SWAC was reviewed and approved. There were no November or December meetings. This satisfies a MS4 permit requirement.
 - G. Reviewed 11 grading plans during three monthly staff plan review meetings. This satisfies a MS4 permit requirement.
 - H. Corresponded with developers of numerous imminent projects concerning grading permit issues.
 - I. Completed sediment control measure inspections of nine construction sites, two of which were for the Parks and Utilities Departments, prior to issuance of their grading permit.
 - J. Met with the Utility Department staff and contract design engineers to ensure that future water treatment plant expansion plans included required sediment control measures. This project has not reached the pre-construction meeting phase. This satisfies a MS4 permit requirement.
 - K. Facilitated seven official grading permit pre-construction meetings. This satisfies a MS4 permit requirement.
 - L. Issued just seven grading permits. This satisfies a MS4 permit requirement.
 - M. Dwaine Lawson, Environmental Tech/inspector accomplished the following, which all help satisfy MS4 permit requirements:
 - i. Re-organized and updated monthly inspection calendar for all construction sites.
 - ii. Conducted 42 erosion protection sediment control inspections, and photographed, individual construction sites, including individual new home sites then filed each of them electronically and hardcopy as well as worked with developers, builders, and engineers to remediate these violations.
 - iii. Issued five Notices of Violation (NOVs) and one Letter of Warning subsequent to construction site inspections.
 - iv. Continued efforts in working with detention basin property owners to ensure they understood what is required of them.
 - v. Conducted grease receptacle (102) and paint and body shop inspections, performing GPS work for several, not all, while updating master tracking list and completing inspection forms and electronically filing information for all sites.
 - vi. Continued becoming familiar with GIS and all of its components.
 - vii. Attended and became certified in two-day TDEC Level II, Design Principles for Erosion Prevention and Sediment Control for Construction Sites course.
 - viii. Participated in seven pre-construction meetings.
 - ix. Attended and assisted in the preparation of one monthly SWAC meeting.
 - x. Dealt with a wide array of citizen complaints, several in number.
 - N. Planned and facilitated a two canoe Stewart Creek float with the intentions of our Channel 3 manager, John Lanza filming the creek from just downstream of Smyrna High School to the Sam Davis Dam. The SWM Program manager was filmed addressing certain stream quality and canoeing safety issues. This production will be accompanied by music and text shown both during the film and as footer information. Thanks go to Toby Francis and Josh Upham for doing much of the off-camera paddling for both boats.
 - O. Constructed detailed tree planting diagrams for the Old Jones Mill site, delineating areas along stream banks, areas under power lines, as well as areas away from both, in an effort to determine what amounts of which species would be needed. Learned from the botanist with the Stones River National Battlefield which short trees were indigenous. Shared plans with Mike Moss, which he approved. Now all we need to do is obtain TWRA funding and approval from the town manager.
 - P. Submitted application for the \$500 Riparian Tree Planting Grant from the TWRA Aquatic Habitat Protection Program, after undergoing review and consultation by Parks Director, Mike Moss.
 - Q. Copied 20-30 stormwater-related articles from four years worth of the Stormwater Journal, placing them into two three-ring binders according to topic to enable future research.
 - R. Wrote and submitted FY 2010-2011 budget items to David King.
 - S. Made minor revisions to Town of Smyrna Municipal Pollution Prevention Plans.

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- T. Continued to prepare for TDEC program audit by crafting responses to some five pages of questions raised during previous program audits across the state. Several of these questions begged the need for revising existing documentation. Organizing of documentation has been fine-tuned for a successful audit. The City of Murfreesboro's program was audited in mid-December. Smyrna's program was last audited in June 2006, one of just four audited at that time. If the program is to be audited the SWM Program coordinator will receive a two-week warning.
- U. SWM Program coordinator continued to attend all Stones River Watershed Association (SRWA) monthly executive board meetings as a 'director' for 2009-2010.
- V. And, for the second consecutive year, the SWM Program coordinator hosted the association's annual planning meeting. The SRWA board has requested to use the same accommodations in 2010. The Town of Smyrna has already graciously reserved the large conference room for this event. Smyrna is a 'happening' place, while satisfying a MS4 permit requirement.
- W. Both school boards and all four governing entities in Rutherford County approved the Project WET document, which now awaits signature by the county mayor before being sent to the other three mayors. This helps satisfy a MS4 permit requirement.
- X. SWM Program coordinator participated in the second annual TNARNG lake shoreline cleanup event as a display presenter and worker. This is a Public Lands Day event, sponsored by the Tennessee Department of Military that continues to grow in enthusiasm.
- Y. In an effort to maintain good ties with the SRWA, the SWM Program coordinator, led the first-ever lake shoreline cleanup event along Volunteer Trail in Long Hunter State Park, found along the eastern shoreline of Percy Priest Lake. Three more shoreline segments still need to be cleaned as delineated by the SRWA president and SWM Program coordinator.
- Z. Following the cleanup described in line item Y, met with head of the Clean Nashville Program about the Town of Smyrna becoming a key player in a metropolitan-wide water body cleanup program.
- AA. Continued to answer numerous (7) citizen inquiries regarding storm water drainage issues then forwarding them to Susan Weber as work orders for eventual processing by Billy Davis and Street Department staff.
- BB. Continued to provide public works director and town manager with daily reports from which this quarterly report is written.

(28 separate line items)