

**Town of Smyrna**  
**Storm Water Management Program**  
**Progress Report to the**  
**Storm Water Advisory Committee**  
*January 25, 2016 at 6:00 PM*  
*Smyrna Town Hall /Council Chambers*

- I. Discuss the following Storm Water Management (SWM) Program achievements made from: October 1 through December 31, 2015.
- A. Tom Rose, Certified Professional Engineer, directed the Public Works staff to address several new projects, including the tracking of all recently issued certificates of occupancy then assessing what SWU fee is to be collected. This new information is reported monthly to CUD and Utilities. 127 were completed, while 14 are outstanding. In addition, all SWU fee delinquent accounts were also tracked and reported to Utilities.
  - B. Mr. Rose directed staff to initiate the gathering and composing of data related to a TDOT grant entitled Safe Routes to School, which will, hopefully, pay for much needed sidewalks leading up to school properties. Staff mailed a questionnaire to all 12 public school principals requesting counts for bus riders, car riders, walkers, and bikers. Only four principals responded.
  - C. Mr. Rose reviewed all grading permits, in tandem with sediment control reviews by the program coordinator, and attends most pre-construction meetings, where he requires the submittal of as-built drawings for each and every project as well as all applicable water quantity concerns.
  - D. Received no citizen inquiries about the Storm Water Utility (SWU) user fee.
  - E. Completed writing the quarterly report for SWAC review. This satisfies a MS4 permit requirement.
  - F. Town of Smyrna staff facilitated one monthly SWAC meeting (October) where the quarterly progress report and several Vacant Accounts were reviewed and approved. This satisfies a MS4 permit requirement.
  - G. Submitted a request to Legal to change the SWAC by-laws to require quarterly meetings only, with monthly meetings being called only on an as needed basis. Jeff Peach and his staff did so in time for the January SWAC meeting.
  - H. Reviewed seven sets of grading plans during three monthly staff plan review meetings then created project files once these projects were Planning Commission-approved. This satisfies a MS4 permit requirement.
  - I. Began contacting developers soon after their projects are Planning Commission-approved to encourage them to pass the grading permit procedures (mailed with their planning office letter) on to their project manager.
  - J. Corresponded with developers and contractors about several imminent projects concerning grading permit issues. This satisfies a MS4 permit requirement.
  - K. Completed sediment control measure inspections at ten construction sites prior to the issuance of their grading permits, none of which were a Town of Smyrna project. This satisfies a MS4 permit requirement.
  - L. Facilitated ten official grading permit pre-construction meetings, of which the last two were the first times the Town ever requested as-built plans. This satisfies a MS4 permit requirement.
  - M. Issued 11 grading permits. This satisfies a MS4 permit requirement.
  - N. Met with Mike Moss and Janet York to discuss the possibility of using porous concrete in the upcoming outdoor plaza and parking lot additions associated with the Smyrna Town Center – Outdoor Adventure Center. The SWM Program staff also dedicated itself to providing Ms. York with education and outreach material, which included four DVDs generated by the SWM Program. Both Parks staff members are in full support of this assistance. This satisfies a MS4 permit requirement.
  - O. Investigated two Illicit Discharge Detection and Elimination (IDDE) issues. This satisfies a MS4 permit requirement.
  - P. Dwaine Lawson, Environmental Tech/Inspector accomplished the following, which all satisfy MS4 permit requirements:
    - i. Organized and tracked monthly inspection calendar for all construction sites.
    - ii. Conducted monthly construction inspections and electronically recorded them in PubWorks, and worked with supervisors, developers, builders, and engineers during 164 (55/Oct. + 52/Nov. + 57/Dec.) construction site inspections (Of these ~50 per month are active).
    - iii. Participated in ten grading permit pre-construction meetings
    - iv. Conducted another round of grease receptacle inspections, by inspecting 93 receptacles and updating the inspection sheet. No letters of warning were issued, but one NOV was.
    - v. Inspected no Illicit Discharge Detection and Elimination issues.
    - vi. Continued to work with business owners, property owners, et al to educate and enforce detention basin corrections.
    - vii. Conducted annual inspections of all 206 detention basins, updating the inspection form with contact information.

- viii. Continued to respond to citizens' concerns.
  - ix. Reviewed two as-built plan submittals.
  - x. Conducted 52 individual lot erosion control inspections.
  - xi. Represented the Public Works Department at United Way campaign meetings.
  - xii. Attended a karst field trip in Murfreesboro.
  - xiii. Worked with Public Works Director on several projects pertaining to ongoing construction projects, drainage issues, and a variety of other projects.
  - xiv. Gathered documents for an open-records request of The Preserve at Stewart Creek.
- Q. Held one fall stream cleanup event, where nine volunteers removed 16 bags of litter from the entrant of an open fracture on the Stone Crest Medical Center property. This satisfies a MS4 permit requirement and marks the end of the tenth consecutive year of stream cleanups.
- R. Met with Mr. Rose about the drainage concerns related to the downtown Patton property and Soccer Park and the proposed Florence Road widening project then completed some on the ground flow direction determinations, which was given to Mr. Rose.
- S. Introduced concept to Mr. Rose then wrote letter to Stone Crest Medical Center, C.O.O., Andrew Tyrer, to construct a two-layered rock berm, on the boundary of TDOT and its property, set perpendicular to runoff/litter flow. Once completed, this structure will separate the floatable litter from the runoff, which will flow litter-free into the entrant of an open fracture. This may be the first time this type of Best Management Practice has ever been constructed on TDOT right of way.
- T. Staff attended a local karst field trip, hosted by Murfreesboro and the Stones River Watershed Association, where Dr. Albert Ogden, former MTSU hydrogeology professor, Josh Upham, GIS expert with the City of Murfreesboro, and the Town of Smyrna SWM Program Coordinator.
- U. Based on direction from Mr. Rose, began creating a stream cleanup website intentionally designed to assist in the automation of events, while inviting even more citizens to participate in this constructive event than ever before.
- V. Prepared and submitted for Mayor Reed's signature nine certificates of appreciation for volunteers assisting in the aforementioned fall stream cleanup then distributed them. This satisfies a MS4 permit requirement.
- W. Continued to care for the 12 surviving seedlings until they began losing their leaves. Have made tentative arrangements to plant them in the newly initiated West Fork Neighborhood Park in the late winter of 2016. The SWM Program will be working in conjunction with the Parks Department on this project.
- X. The Public Works Office Coordinator handled 19 citizen inquiries regarding storm water drainage issues during this same time frame.
- Y. Continued to provide public works director with daily reports from which this quarterly report was written. (25 program achievements and 14 achievements for Dwaine Lawson).