



**TOWN OF SMYRNA STORM WATER ADVISORY COMMITTEE
AGENDA
APRIL 20, 2015
COUNCIL CHAMBERS, TOWN HALL
6:00 PM**

- I. CALL TO ORDER**
- II. CITIZENS COMMENTS**
Speakers are limited to (3) three minutes. Additional comments may be submitted in writing.
- III. ELECTION OF OFFICERS**
- IV. REVIEW AND APPROVE MINUTES FOR JANUARY 26, 2015 STORM WATER ADVISORY COMMITTEE (SWAC) MEETING**
- V. OLD BUSINESS**
 - A. None this month
- VI. NEW BUSINESS**
 - A. *Consent / Correction Agenda***
 - 1. *Vacant / Inactive Account List*
 - B. *Adjustment Applications***
None this month
 - C. *Credit Applications***
None this month
- VII. REPORTS OF OFFICERS, COMMITTEES, OR STAFF**
 - A. *Discuss Storm Water Utility inquiries to date***
 - B. *Presentation of Quarterly Report***
 - C. *Miscellaneous***
- VIII. ADJOURNMENT**

MINUTES OF THE TOWN OF SMYRNA STORM WATER ADVISORY COMMITTEE

January 26, 2015

1st Item: Call to Order

The January meeting of the Town of Smyrna Storm Water Advisory Committee was held on Monday, January 26, 2015. The meeting was called to order by Chairman Charles King at 6:00 P.M. at Town Hall, Smyrna, Tennessee.

The following Storm Water Advisory Committee members and staff were present:

Members:

Charles King, Chairman
Rhett Kimble, Vice-Chairman
Bobby Garland
Ray Lee
Frank Musgrave
Pam Thompson

Absent:

Paul Johns

Staff:

David King
Greg Upham
Brad Dilling, Engineer of Record

Absent:

Jerome Dempsey, Engineer of Record
Jeff Peach, Staff Attorney
Susan Weber
Kathryn Smith
Dwayne Lawson

2nd Item: Citizen Comments

Chairman Charles King asked if there were any citizen comments to be heard by the Committee. There being none, the Committee proceeded to item #3 of the agenda.

3rd Item: Approval of Minutes of the October 20, 2014 Meeting

The Committee considered a motion by Bobby Garland to approve the minutes of the October 20, 2014 meeting as presented. The motion was seconded by Ray Lee. The motion was approved unanimously. A copy of the minutes as approved are attached hereto and marked Exhibit "1".

4th Item: Old Business

There was no old business to discuss at this meeting.

5th Item: New Business

A. Consent/Correction Agenda

1. Vacant / Inactive Account List

The Stormwater Fee Vacant Account List (through 12/31/14) was presented by staff. The 2 accounts on the list have been re-opened with the fees being assessed to the property owners. A copy of the Stormwater Fee Vacant Account List (through 12/31/14) is attached hereto and marked as Exhibit "2".

The Committee then considered a motion by Rhett Kimble to approve the Consent/Correction Agenda as recommended by staff. The motion was seconded by Pam Thompson. The motion was approved unanimously.

B. Adjustment Applications

There were no adjustment applications to consider at this meeting.

C. Credit Applications

There were no credit applications to consider at this meeting.

D. Review and Approve Smyrna Stormwater Management Ordinance 2015

This item was withdrawn from the agenda at this time due to program changes made by TDEC requiring further review and training.

E. Review and Approve Water Quality Buffer Zone Policy 2015

This item was withdrawn from the agenda at this time due to program changes made by TDEC requiring further review and training.

6th Item: Reports of Officers, Committees, or Staff

- A. David King reported to the Committee that since the meeting on October 20, 2014, staff received two calls/inquiries about the Storm Water User Fee. No site-specific information packets were mailed.
- B. Greg Upham then presented to the Committee the Storm Water Management Program Quarterly Progress Report. This report was for the period of October 1, 2014 through December 31, 2014. A copy of the Storm Water Management Program Quarterly Progress Report is attached hereto and marked as Exhibit "3".
 - 1. Mr. Upham then presented an explanation/update of the MS4 Program Permit-Required Stream Monitoring. A copy of this report is attached hereto and marked as Exhibit "4".
- C. At this time, Mr. King presented a Power Point overview of the requirements and accomplishments of the Storm Water Management Program followed by some discussion about the upcoming changes.

7th Item: Adjournment

There being no further business to come before the Committee, a motion was made by Rhett Kimble to adjourn the meeting and a second by Ray Lee. Without objection, the meeting was adjourned at 6:34 PM.

Submitted by:

Certified by:

Greg Upham,
Secretary

Charles King,
Chairman

Stormwater Fee Vacant Account List (through 3-31-2015)

| Item | Parcel No. | Previous Occupant | Property Address | Account No. | STRUCT | TRANS | TOTAL | Monthly Fee | Vacant Date | Reason For Making Into Stormwater Only Account |
|------|--------------|-------------------|-----------------------|-------------|--------|-------|-------|-------------|-------------|--|
| 1 | 034G C 01800 | SNAP FITNESS 24/7 | 830 NISSAN DR STE 120 | 107-9174 | 2940 | 10538 | 13478 | \$13.20 | 12/31/14 | Account to be opened up in property owner's name until occupied by another tenant. |
| 2 | 033 03803 | MARTIAL ARTS | 1342 HAZELWOOD DR | 251-2830 | 6448 | 19949 | 26397 | \$25.85 | 10/8/14 | Account to be opened up in property owner's name until occupied by another tenant. |

TOWN OF SMYRNA

Fee Summary for Stormwater Only Accounts

Address: 830 Nissan Drive Suite 120

Previous Occupant: Snap Fitness 24/7

Property Owner: Smyrna Commons GP
Owner Address: 5215 Harding Road
Nashville, TN 37205

Summary: This property has been vacant since December 31, 2014. Stormwater fees are billed to the property owner in the instance a water account goes inactive for a long period of time. The account will be opened up in the owner's name until occupied by another tenant.

Structures:**

Building 2,940 sf

Transportation:

Pavement 10,538 sf

Total Impervious Area: 13,478 sf

Stormwater Service Fee = \$13.20

Monthly Stormwater Fee Calculation

1 Equivalent Residential Unit (ERU) = 3,543 sf of Impervious Area

Storm Water User Fee = \$3.47/ERU

Monthly Fee = (Total Impervious Area)/3,543 * \$3.47

****STRUCTURE AREA IS CALCULATED USING ROOF AREA NOT FLOOR AREA.**

PROPERTY LINES SHOWN ON EXHIBITS ARE NOT A REPRESENTATION OF ACTUAL PROPERTY LINE LOCATIONS, AND SOME IMPERVIOUS AREAS WERE VISUALLY MODIFIED ACCORDING TO VISIBLE STRUCTURES TO MORE ACCURATELY REPRESENT THE PROPERTY LINES.

CREDITS ARE AVAILABLE TO RESIDENTIAL CUSTOMERS WITH IMPERVIOUS AREA < 1800 SQUARE FEET

ADDITIONAL CREDITS ARE AVAILABLE TO COMMERCIAL CUSTOMERS, PLEASE FIND THE CREDIT POLICY AT

<http://www.townofsmyrna.org/departments/public-works/storm-water/general-storm-water-info>

830 NISSAN DR SUITE 120

WALMART



SGT ASBURY HAWN WAY

STE 170

STE 140

STE 120

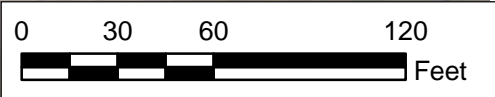
STE 110

STE 100

NISSAN DR

NISSAN DR

SPC NEAL MITCHELL PL



TOWN OF SMYRNA

Fee Summary for Stormwater Only Accounts

Address: 1342 Hazelwood Drive

Previous Occupant: Martial Arts

Property Owner: Country Village LLC
Owner Address: 500 Wilson Pike Circle, Suite 228
Brentwood, TN 37027

Summary: This property has been vacant since October 8, 2014. Stormwater fees are billed to the property owner in the instance a water account goes inactive for a long period of time. The account will be opened up in the owner's name until occupied by another tenant.

Structures:**

Building 6,448 sf

Transportation:

Pavement 19,949 sf

Total Impervious Area: 26,397 sf

Stormwater Service Fee = \$25.85

Monthly Stormwater Fee Calculation

1 Equivalent Residential Unit (ERU) = 3,543 sf of Impervious Area

Storm Water User Fee = \$3.47/ERU

Monthly Fee = (Total Impervious Area)/3,543 * \$3.47

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<http://www.townofsmyrna.org/departments/public-works/storm-water/general-storm-water-info>



1342 HAZELWOOD DR



OLD NASHVILLE HWY

WALGREENS

1342

VA CALL CENTER

HAZELWOOD DR



Town of Smyrna
Storm Water Management Program
Progress Report to the
Storm Water Advisory Committee
April 20, 2015 at 6:00 PM
Smyrna Town Hall /Council Chambers

- I. Discuss the following Storm Water Management (SWM) Program achievements made from: January 1 through March 31, 2015.
- A. Received two citizen inquiries about the Storm Water Utility (SWU) user fee.
 - B. Completed writing the quarterly report for SWAC review. This satisfies a MS4 permit requirement.
 - C. Town of Smyrna staff facilitated one monthly SWAC meeting (January) where the quarterly progress report and several Vacant Accounts were reviewed and approved. This satisfies a MS4 permit requirement.
 - D. Reviewed nine 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.
 - E. 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.
 - F. Corresponded with developers and contractors about several imminent projects concerning grading permit issues. This satisfies a MS4 permit requirement.
 - G. Completed sediment control measure inspections at five 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.
 - H. Facilitated five official grading permit pre-construction meetings. This satisfies a MS4 permit requirement.
 - I. Issued five grading permits. This satisfies a MS4 permit requirement.
 - J. Learned from two general contractors that two large tracts would be cleared and grubbed in the near future. Told them that silt fence and an entrance would probably be needed and to contact me when done. Thus far, neither has been attempted.
 - K. Investigated one Illicit Discharge Detection and Elimination (IDDE) issue, which required distributing the educational pamphlet, entitled Automotive Maintenance and Car Care Best Management Practices, to 17 subdivision homeowners. This satisfies a MS4 permit requirement.
 - L. Investigated no Aquatic Resource Alteration Permit (ARAP) violations. This satisfies a MS4 permit requirement.
 - M. 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 inspections, completed inspection forms, electronically filed inspection forms, and worked with supervisors, developers, builders, and engineers during 133 construction site inspections (Of these ~35 per month are active).
 - iii. Issued two construction site NOVs.
 - iv. Participated in five grading permit pre-construction meetings.
 - v. Conducted another round of grease receptacle inspections and updated the inspection sheet. Inspected 96 grease receptacles and sent no letters of advisement or NOVs.
 - vi. Participated in completing dry weather outfall inspections.
 - vii. Participated in completing Visual Stream Assessments.
 - viii. Inspected one illicit discharge investigations.
 - ix. Continued to work with business owners, property owners, et al to educate and enforce detention basin corrections.
 - x. Continued to respond to citizens' concerns as necessary.
 - xi. Continued to complete assignments in regards to our new MS4 permit.
 - xii. Worked with Susan Weber and Kathryn Smith to input our data into Pub Works.
 - xiii. Attended Healthy Watershed Initiative meeting.
 - xiv. Attended TN Mosquito and Vector Control Association Conference.
 - xv. Attended Introduction to Karst Geology; Site Design Consideration and Green Infrastructure Implications meeting.
 - xvi. Subpoenaed to Smyrna Municipal Court for a case regarding a Town of Smyrna construction site.
 - N. The Town of Smyrna contractor, Dr. Frank Bailey of the CLEAR Institute (MTSU Biology Department), performed the permit-required water quality monitoring for the first (winter) of three samplings then began the second (spring) water quality sampling as well as the only benthic monitoring designated in this permit-required five-year monitoring program. This satisfies a MS4 permit requirement.

- O. Completed the U.S. Geological Survey-designated 'Physical/Habitat' assessments at all 34 Visual Stream Assessment sites during the previous quarter then was trained by Dr. Bailey in the calibration and use of the Hanna 9829, a five-probe (temperature, specific conductance, dissolved oxygen, pH, and turbidity) monitoring tool. This satisfies a MS4 permit requirement.
- P. All 34 VSA sites were assessed to learn that six were dry, while the remaining 28 were monitored for the five parameters listed in line item O. The collected water quality data was entered into the VSA tracking binder, along with the existing 'Physical/Habitat' information. This satisfies a MS4 permit requirement.
- Q. Completed the U.S. Army Corps of Engineers' Special Events application packet then submitted for Smyrna Town Council review and approval for the 8th Annual Boat Day - 10th Annual WaterFest to be held on June 20th at the Jefferson Springs Recreation Area. The council approved it then the mayor signed the application before the SWM Program Coordinator mailed it to the regional USACE office. This application was USACE-approved, enabling the SWM Program Coordinator to initiate contacts with partnering agencies, such as the Stones River Watershed Association (boats and workers), Smyrna Rotary Club (workers), several county and state water quality agencies (WaterFest exhibitors), Smyrna Fire Department (large tents), Smyrna Police Department (protection), Rutherford County Sheriff's Office (boats), Smyrna Parks Department (workers and give-aways), Smyrna Street Department (worker and storage), Town of Smyrna staff (workers), and several citizens owning kayaks and canoes.
- R. Held one spring stream cleanup where 11 volunteers removed 22 bags of litter from the Justice Center drainage ditch and the Davis Creek wet weather conveyance, both drain directly to Stewart Creek. This satisfies a MS4 permit requirement.
- S. Prepared and submitted for Mayor Reed's signature 11 certificates of appreciation for volunteers assisting in the aforementioned spring stream cleanup. This satisfies a MS4 permit requirement.
- T. Stormwater Program Coordinator contacted Stephanie Finley, Stewarts Creek Middle School STEM teacher for grades 6 – 8 and Tamela Hunt, Stewarts Creek High School Project WET-trained biology teacher about conducting their first annual Project WET in-stream monitoring event, mentored by the Rutherford County Project WET contractor and filmed and televised by the Town of Smyrna Channel 3 station manager, John Lanza. This satisfies a MS4 permit requirement.
- U. Wrote and mailed annual letter to the Cookeville office of the U.S. Fish and Wildlife Service, requesting the existence of any endangered or threatened species living within the Stewart Creek watershed. This federal agency replied with a standard letter stating that there are no listed or proposed endangered or threatened species within the MS4 permit jurisdiction of the Town of Smyrna. This satisfies a MS4 permit requirement.
- V. Provided some assistance to the Assistant Office Coordinator towards converting hardcopy grading permit files into electronically-saved Pub Works files.
- W. Attended day-long Karst workshop, sponsored by the Tennessee Stormwater Association (TNSA) and intended to inform MS4 coordinators of the severity of open fractures and sinkholes with regards to stormwater management.
- X. Planted three saplings from SWM Program Coordinator's yard along Harts Branch then built the standard deer protectors around each one.
- Y. Answered five citizen inquiries regarding storm water drainage issues then forwarded them as service requests to Lee Parnell of the Street Department for his processing. The Public Works Office Coordinator handled 15 citizen complaints during this same time frame, bringing the total to 20 inquiries.
- Z. Attended one Rutherford County MS4 program coordinators' meeting to discuss the Water Education for Teachers, WET, Contract as well as other issues.
- AA. Continued to provide public works director with daily reports from which this quarterly report was written. (27 program achievements and 16 achievements for Dwaine Lawson)