September 14, 2020

MEMORANDUM

To: City of White House Stormwater Advisory Board

From: Derek Watson, City Recorder

Re: Meeting of the Stormwater Advisory Board

The Stormwater Advisory Board of the City of White House will meet on Monday, September 14, 2020. The meeting will take place at 4:00 pm in the Boardroom of the Billy S. Hobbs Municipal Center located at 105 College Street.

If you have any questions or are unable to attend please contact me at 615-672-4350, ext. 2111.



CITY OF WHITE HOUSE Stormwater Advisory Board Agenda September 14, 2020 4:00 p.m.

- I. Call to Order by Chairman
- II. Roll Call
- III. Adoption of the Agenda
- IV. Approval of June 8, 2020 Meeting Minutes
- V. Reports
- VI. New Business or Discussion Items
 - a. Current Stormwater Project List
- VII. Other Business
- VIII. Adjournment

CITY OF WHITE HOUSE

Stormwater Advisory Board Minutes June 8, 2020 4:00 p.m.

I. Call to Order by Chairman

Meeting was called to order at 4:01 pm by Chairman Gerald Herman.

II. Roll Call

Ald. Clif Hutson - Hutson; Mr. Gerald Herman - Present; Mr. Andy Cieslak - Present; Mr. Drew Christenson - Present; Mr. Ceagus Clark - Present; Mr. Rob Dorris - Present; Mr. Jason Barnes - Present; **Quorum - Present.**

III. Adoption of the Amended Agenda

Motion was made by Mr. Clark, second by Mr. Barnes to approve the agenda. A voice vote was called for with all members voting aye. **Motion passed.**

IV. Approval of March 9, 2020 Meeting Minutes

Motion was made by Mr. Christenson, second by Mr. Clark to approve the minutes from the December 9, 2019 meeting. A voice vote was called for with all members voting aye. **March 9, 2020 minutes were approved.**

V. Reports

VI. New Business or Discussion Items

a. Current Stormwater Project List

Stormwater Manager Aujuah Jackson was present and reviewed stormwater projects that have been completed in White House since the last Board meeting.

b. Nomination for Chair and Vice-Chair (1-year term)

Mr. Ceagus Clark was nominated for Chair. Mr. Andy Cieslak was nominated for vice-chair.

c. Voting for Chair and Vice-Chair positions (1-year term)

Motion was made by Mr. Barnes, second by Ald. Hutson to approve nominations for chair and vice-chair. A voice vote was called for with all members voting aye. **Motion passed.**

VII. Other Business

None

VIII.	Adjournment	
	Meeting adjourned at 4:24 pm.	
		ATTEST:
	Gerald Herman, Chairperson	Derek Watson, City Recorder

Objective: To implement, design, construct and maintain a safe, sustainable, economical and environmentally sound stormwater management system that reduces the potential of flooding, protects natural drainage features, and preserves and enhances desirable water quality conditions.

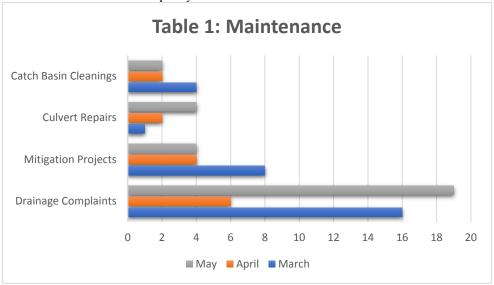


Table 1: Adequate stormwater management can result in a reduction in flooding, property damage, excessive soil erosion, degraded open space, and unacceptable water quality in potable water supply reservoirs. The goal is to maintain the existing drainage infrastructure and provide sufficient infrastructure capacity to meet the future needs of the City through culvert replacements, ditch rehabilitations, catch basin cleanings, dry basin mowing, and stormwater mitigation projects.

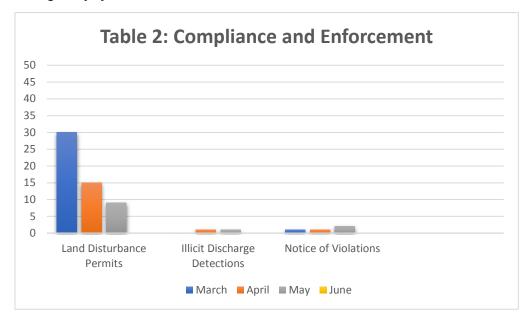


Table 2: Our goal is to ensure compliance with all applicable federal and local water quality regulations related to stormwater runoff, including and in particular, new development construction permits and the detection and elimination of illicit discharges. The City employs a series of enforcement actions to deter and/or address stormwater violations from residential, commercial or industrial facilities.

Monthly Measurable Goals

Catch Basin Cleanings	10
Culvert Repairs	10
Drainage Complaints	20
Illicit Discharges	5
Stormwater Mitigation Projects (completed)	10
Notice of Violations	7

Objective: The City shall maintain water quality standards for stormwater quantity and quality that are consistent with the Ordinance, TDEC and EPA standards for stormwater management systems.

- **Goal 1&2:** Meet or exceed routine upgrades, replacements or new installations of structures that handle stormwater inflow, where feasible.
- **Goal 3:** Meet or fall below the standard for reported drainage complaints by residents through field screening and surveying areas of concerns to initiate necessary repair.
- **Goal 4:** The City shall not allow stormwater discharge to cause or contribute to a violation of water quality standards in Waters of the State by minimizing stormwater borne pollutants in new and existing facilities through implementation of Best Management Practices (BMPs) and public education and outreach.
- **Goal 5:** Stormwater management facility improvements shall be implemented based on the following ranked priorities: 1. Eliminating existing system deficiencies and deferred maintenance, particularly those that may affect life safety and property protection; 2. Maintaining the existing system through routine preventive maintenance activities; and 3. Expanding the system to accommodate new stormwater management needs. Meet or exceed the goals for completed work orders.
- **Goal 6:** The City shall reduce noncompliance by requiring appropriate methods of controlling soil erosion and sedimentation to help minimize the destruction of soil resources used or disturbed during site development as outlined in NPDES Phase II requirements.

Monday, May 4th

- Weekly staff meeting
- o Ditch maintenance at 122 Sycamore Dr

Tuesday, May 5th

- o Ditch maintenance at Rolling Forest Ct.
- o Land Disturbance permit requests completed

Wednesday, May 6th

- Lowered and upsized driveway culvert to open channel and lower slope for conveyance to property line at 403 Rolling Acres Dr
- Certificate of Occupancy requests completed

Thursday, May 7th

o Ditch maintenance at 301, 305, and 403 Rolling Acres Dr

Monday-Thursday, May 11th- May 14th

- Staff meeting
- o Relocated material from Calista pond to parks and shop
- o Excavating at parks and shop with imported fill material
- o Distributed fill dirt to local residents for personal application

Friday, May 15th

o Applied final grade to Calista road (OT approved)

Saturday, May 16th

- o Public Involvement and Participation
 - o Community Outreach
 - Tree Giveaway
 - 10AM-2PM

Monday, May 18th

- o Stormwater dept. meeting
- o Repaired silt fencing at Calista retention pond
- Inventory Management and Purchasing
 - New tools for service truck
 - Meeting with TK containers for storage

Tuesday, May 19th

- o Admin Day:
 - o Updated work orders and scheduling
 - o Proposal for fence ordinance
 - o Proposal for mill creek mitigation
 - Proposal for covered storage at shop

Wednesday, May 20th

- Facility & Fleet Maintenance
 - o Cleaned out straw bin
 - o Organized shed area for concreate farms
- o Ditch Maintenance: Stabilized and completed 104 S.C.T Dr.
- Assisted with force main break
 - o Delivered rip rap at Christiana Dr (to WW)
- Street Sweeping of HWY76 & Hampton Village

Thursday, May 21st

- o Fleet Maintenance
 - o AC service for truck #1329 to Tracy Langston
 - o Delivered sweeper truck to Stringfellow
- Installed Salt box

Monday, May 25th

o Memorial Day (HOLIDAY)

Tuesday, May 26th

- o Stormwater Maintenance
 - o Repair/fillings ruts at 759 McCurdy Rd & 211 Longview Dr
 - Checked hot spots (no ID's)
- o Land Disturbance permit requests completed
- Certificate of Occupancy requests completed

Wednesday, May 27th

- Ditch Maintenance
 - o Marked utilities and prepared to set pipe at 302 Valley View
- Illicit Discharge Investigation
 - o 106 Sapphire Dr

Thursday, May 28th

- o Admin Day:
 - o BMA Report
 - o Inventory Management (count)
 - o Job summaries & work orders
- Improvement Projects:
 - o Applied temporary stabilization to Calista pond (14 bales of straw)
 - o Prepared Valley View Drive for installation of drainage pipe

May 2020

Total Hours Worked	FYE 2013	FYE 2014	FYE 2015	FYE 2016	April 2020	May 2020	YTD 2020
Stormwater	0	0	0	5,744	648	670	6,546
Facility Maintenance	124	839	2,049	3,494	66	37	631
Fleet Maintenance	445	857	1,157	1,034	40	32	303
Meeting/Training	332	653	572	502	50	24	277
Leave	1,005	1022	807	1,253	10	52	427
Holiday	650	730	850	795	0	40	315
Overtime	70	166	263	508.5	2	32	256
Administrative	0	496	781	385	161	150	954
Drainage Work (feet)	0	0	0	0	1,915	100	3,695
Drainage Man Hours	0	0	0	0	253	212	1,135
Debris Removed Load	0	0	0	0	13	80	184
Sweeping Man Hours	0	0	0	0	50	30	309
Mowing Hours	0	0	0	0	10	0	86
Curb Repair	0	0	0	0	0	0	0
Shoulder LF	0	0	0	0	0	0	0
Shoulder Hours	0	0	0	0	0	0	0
# of Potholes	0	0	0	0	0	0	0
Pothole Hours	0	0	0	0	0	0	3
R-O-W Hours	0	0	0	0	8	93	1,497

Objective: To implement, design, construct and maintain a safe, sustainable, economical and environmentally sound stormwater management system that reduces the potential of flooding, protects natural drainage features, and preserves and enhances desirable water quality conditions.

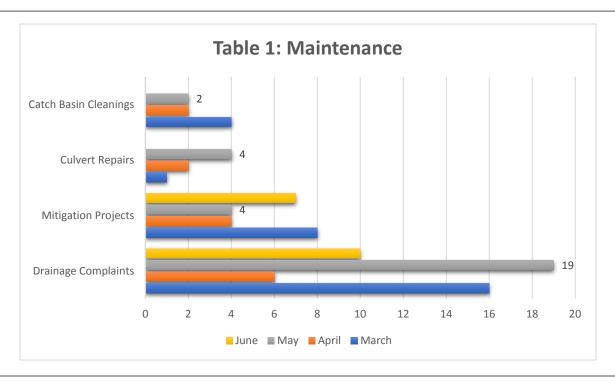


Table 1: Adequate stormwater management can result in a reduction in flooding, property damage, excessive soil erosion, degraded open space, and unacceptable water quality in potable water supply reservoirs. The goal is to maintain the existing drainage infrastructure and provide sufficient infrastructure capacity to meet the future needs of the City through culvert replacements, ditch rehabilitations, catch basin cleanings, dry basin mowing, and stormwater mitigation projects.

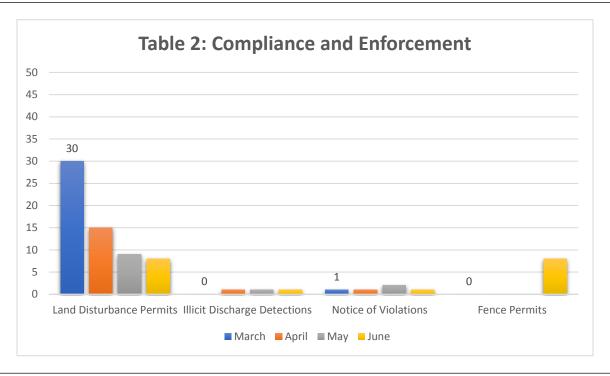


Table 2: Our goal is to ensure compliance with all applicable federal and local water quality regulations related to stormwater runoff, including and in particular, new development construction permits and the detection and elimination of illicit discharges. The City employs a series of enforcement actions to deter and/or address stormwater violations from residential, commercial or industrial facilities.

Monday, June 1st

- Weekly staff meeting
- Ditch maintenance at 302 Valley View Dr

Tuesday, June 2nd

- Ditch maintenance (Valley View) connected HDPE and backfilled; imported topsoil; applied seed and straw
- o Land Disturbance permit requests completed

Wednesday, June 3rd

- Lowered and upsized driveway culvert to open channel and lower slope for conveyance to property line at 221 Hillwood Dr
- Removed damaged curb and poured concrete at 1010 Piccadilly
- o Certificate of Occupancy requests completed

Thursday, June 4th

- Installed bracket and angled iron to preserve integrity of roadway at Hobbs & Cliff Garrett
- o Facility & Fleet Maintenance

Monday, June 8th

- Staff meeting
- o ROW mowing (Shady Ln)
- Seed and matted Rolling Acres

Tuesday, June 9th

- o Applied 15' pipe to 403 Rolling Acres
- Cleaned concrete conveyance at 309 Christian Dr.

Wednesday, June 10th

- Checked hot spots
- o ROW mowing at Industrial Dr

Thursday, June 11th

 final grade to Calista road; transporting fill material and repairing rill erosion

Monday, June 15th

- o Stormwater dept. meeting
- o Mill Creek Mitigation Project
- Pre-construction meeting (SR76/PGR)

Tuesday, June 16th - Wednesday, June 17th

- Calista Pond:
 - Imported 15 loads of class A stone for spillway and flume Updated work orders and scheduling
 - Repair areas of scour

Thursday, June 18th

- Work Orders:
 - 116 Eastside Drive ditch rehabilitation
 - Relocated mini-ex for PW (Hickerson Dr)
- Off loaded materials for capital improvement project at PGR staging area (Latrobe)

Monday, June 22nd - Thursday, June 25th

- Stormwater Maintenance
 - Excavated and installed 100 LF of RCP pipe at 1204 Pleasant Grove Rd.
 - Installed pug mill for new lane addition and backfilled pipe
 - Relocated communications line and set endwall to elevation per plans
- Checked hot spots (no ID's)
- Land Disturbance permit requests completed
- o Certificate of Occupancy requests completed

Monday, June 29th

- Ditch Maintenance
 - Marked utilities and prepared to set pipe at 302 Valley View
- Illicit Discharge Investigation
 - 106 Sapphire Dr

Tuesday, June 30th

- o Admin Day:
- BMA Report
- Inventory Management (count)
- Job summaries & work orders
- o Improvement Projects:
 - Applied temporary stabilization to Calista pond
 - Prepared Valley View Drive for installation of drainage pipe
- o Finance:
- Overview budget for FY20 closing
- Addressed outstanding PO's

Wednesday, July 1st

- Repaired Valley View dirt pad from settling
- Dispatched complaint calls from rain event on Monday (23 addresses inspected)

Thursday, July 2nd

- Land Disturbance permit requests completed
- o CO's inspected and approved
- EOY business wrap-up

Stormwater Division

Total Hours Worked	FY 12/13	FY 13/14	FY 14/15	FY 15/16	30-May	30-Jun	YTD 19/20
Stormwater	0	0	0	5,744	670	658	7,204
Facility Maintenance	124	839	2,049	3,494	37	7	638
Fleet Maintenance	445	857	1,157	1,034	32	11	314
Meeting/Training	332	653	572	502	24	32	309
Leave	1,005	1022	807	1,253	52	0	427
Holiday	650	730	850	795	40	0	315
Overtime	70	166	263	508.5	32	6	262
Administrative	0	496	781	385	150	184	1,138
Drainage Work (feet)	0	0	0	0	100	293	3,988
Drainage Man Hours	0	0	0	0	212	236	1,371
Debris Removed Load	0	0	0	0	80	4	188
Sweeping Man Hours	0	0	0	0	30	0	309
Mowing Hours	0	0	0	0	0	16	102
Curb Repair	0	0	0	0	0	0	0
Shoulder LF	0	0	0	0	0	0	0
Shoulder Hours	0	0	0	0	0	0	0
# of Potholes	0	0	0	0	0	0	0
Pothole Hours	0	0	0	0	0	0	3
R-O-W Hours	0	0	0	0	93	9	1,506

Objective: To implement, design, construct and maintain a safe, sustainable, economical and environmentally sound stormwater management system that reduces the potential of flooding, protects natural drainage features, and preserves and enhances desirable water quality conditions.

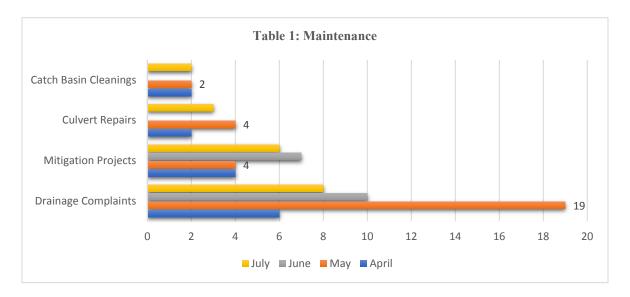


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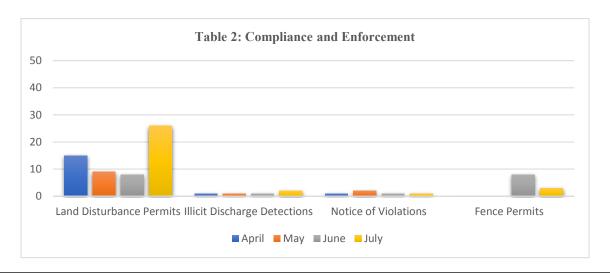


Table 2: Our goal is to ensure compliance with all applicable federal and local water quality regulations related to stormwater runoff, including and in particular, new development construction permits and the detection and elimination of illicit discharges. The City employs a series of enforcement actions to deter and/or address stormwater violations from residential, commercial and/or industrial facilities.

Wednesday, July 1st

- Assisted with ROW mowing
- Repaired driveway along Valley View
- Applied seed and straw to Calista
- Reviewed Cambria Drainage calculations

Thursday, July 2nd

- Administration Day: requested frame and grate quotes from vendors
- Distributed noise ordinance to developers
- o Facility & Fleet Maintenance

Monday, July 6th

o HOLIDAY

Tuesday, July 7th - Thursday, July 9th

 Pleasant Grove Road Drainage Project: installed junction box at the intersection of HWY76

Monday, July 13th - Wednesday, July 15th

- Pleasant Grove Rd Project: hydro excavated under communication/fiber lines; installed 8' of 18" RCP and backfilled
- o Bond Reduction Inspection @ The Parks
- o State of the City Address
- o Summerlin Ph 7 inspection (stormwater)

Thursday, July 16th

- o Calista:
- Imported 20 loads of class A stone and pug mill mix for roadway repair
- Installed 54' of 8' HDPE for road support
- o Pinson Lane PUDE (Square 1 Construction)

Friday, July 17th

- Work Orders:
 - 125 Villages Ct. removed trees and debris from obstruction creek

Monday, July 20th

- Stormwater Maintenance
 - Fleet maintenance on Truck #1330
 - Driveway repairs for 324 & 404
 Wilkinson Lane, 725 McCurdy Rd
- Checked hot spots (no ID's)
- o Land Disturbance permit requests completed
- o Certificate of Occupancy requests completed

Tuesday, July 21st

- o Pleasant Grove Rd (CIP)
 - Exposed (excavated) water line

Wednesday, July 22nd - Friday, July 24th

- Admin Day:
- Inventory Management (count)
- Job summaries & work orders
- Improvement Projects:
 - Excavated 8" of clearance per WHUD
 - installed structure 3
 - Applied temporary stabilization
- o Finance:
- Addressed outstanding PO's and updated purchasing ledgers

Monday, July 27th

- Hydro-excavation of concrete conveyance at 1026 Picadilly Dr (TPM)
- o Pleasant Grove Rd (CIP)
 - Installed 18' of RCP and catch basin structures
- Land Disturbance permit requests inspections
- CO's inspected and approved

Tuesday, July 28th

- o Pleasant Grove Rd (CIP)
 - Installed 11' of 18" RCP between basins

Wednesday, July 29th - Thursday, July 30th

- Pleasant Grove Rd (CIP) -
 - excavated 88 LF (07/28) AND 158 ON (07/29) Installed structure 4 backfill on (07/30)

Stormwater Division

Total Hours Worked	FY 15/16	FY 19/20	31-Jul	YTD 20/21
Stormwater	5,744	7,204	800	0
Overtime	508.5	262	77	77
Facility Maintenance	3,494	638	4	4
Fleet Maintenance	1,034	314	18	18
Administrative	385	1,138	190	190
Drainage Work (feet)	0	3,988	306	306
Drainage Man Hours	0	1,371	404	404
Debris Removed Load	0	188	46	46
Sweeping Man Hours	0	309	0	0
Mowing Hours	0	102	0	0
R-O-W Hours	0	1,506	38	38

Stormwater Project List

Our objective is to establish and maintain a proactive approach to minimize any potential for localized flooding within City limits. This includes but is not limited to ditch maintenance. In addition, a large part of this objective is to respond to citizen complaints in a timely manner.

Please be advised that this is an operative working list. It is organized to transition based on feasibility and severity. This list is subject to change at the discretion of the department manager, public services director or city administrator. Please notify your supervisor when projects are complete or if any materials are needed to complete a particular project.

Address	Scope of Work	Status	Comments / Notes
612 Calista Rd.	Re-channel ditch line to divert water off property with infrstructure	□Complete Date: □Photos	Install piping and junction box at intersection
212 Hillwood Dr.	Establish swale off driveway to channel water downstream	□Complete Date: □Photos	Purchase ROW
120 Strassle Dr.	Repair damages in infrastructure	□Complete Date: □Photos	Schedule cctv of line
212 Morgan Trace Ct.	Divert inflow to existing drainage system	□Complete Date: □Photos	Preserve vegetation on embankment and repair scour under decking
2500 HWY 31W	Repair drainage pipe for Super Stop Market	☐Complete Date: ☐Photos	Owner must order parts. City will perform labor.
164 Honeysuckle Dr	Re-establish swale	□Complete Date: □Photos	Northwoods Catch basin cleaning
122 Sycamore Dr	Re-establish swale	⊠Complete Date: 05/13/20 ⊠Photos	Northwoods
209 Rolling Acres Dr	Re-establish swale	□Complete Date: □Photos	Northwoods
215 Rolling Acres Dr	Re-establish swale	□Complete Date: □Photos	Northwoods
301 Rolling Acres Dr	Re-establish swale	□Complete Date: □Photos	Northwoods

102 Rolling Forrest Dr	Re-establish swale	□Complete Date: □Photos	Northwoods
109 Bridlewood Dr. Re-define swale in back yards		□Complete Date: □Photos	Northwoods – fencing intercepts inflow
302-303 Allers Dr	Rehabilitate cross drain/easement	□Complete Date: □Photos	
403 Autumn Wood Dr	Re-establish swale	☐Complete Date:	Fill in low spots will fill material
125 Brooklawn Dr	Re-establish swale	□Complete Date: □Photos	Corner of 31W
160 Blueberry St	Ditch cleaning	□Complete Date: □Photos	Orchard Park
100 Baylee Ct	Upgrade drainage pipe; improve swale	⊠Complete Date: 04/16/20 ⊠Photos	Off of SPC
210 Beechbrook Ct	Re-establish swale	□Complete Date: □Photos	Off of SPC
218 South Palmers Chapel	Install catch basin within ROW	□Complete Date: □Photos	SPC
103 Spicer Dr	Re-establish swale	☐Complete Date: ☐Photos	Meadows Ct
100 Oak Park Ct	Improve rip rap apron by roadway	□Complete Date: □Photos	Off of Meadows Ct
128 Oak Park Ct	Redefine easement between homes to	□Complete Date:	Off of Meadows Ct. Residents should remove trees in
	Strassle Dr	□Photos	easement
100 – 102 Hobbs Dr	Strassle Dr Re-establish swale	☐Complete Date: ☐Photos	

		Date:	
		□Photos	
401 Hobbs Dr	Re-establish swale	☐ Complete	
		Date:	
		□Photos	
210 Spring St	Re-establish swale	☐ Complete	
		Date:	
		□Photos	
200 Covington Bend	Ditch cleaning; repair	☐ Complete	
	and/or clean out	Date:	
	culvert	□Photos	
309 Covington Bend	Re-establish swale;	☐ Complete	
	repair and/or cleanout	Date:	
	culvert	□Photos	
105 Winchester Ct	Rehabilitate drainage	☐ Complete	
	infrastructure to	Date:	
	provide positive flow	□Photos	
		_	
214 Robert Ave	Re-establish swale	☐ Complete	
		Date:	
		□Photos	
*244 F			
*214 Eastside Dr	Improve drainage and	□Complete	Elevate driveway
*214 Eastside Dr	Improve drainage and rehabilitate ditch line	Date:	culvert of
*214 Eastside Dr		-	·
	rehabilitate ditch line	Date: □Photos	culvert of
*214 Eastside Dr 125 Villages Ct	rehabilitate ditch line Clean inlet channel and	Date: □Photos ⊠Complete	culvert of
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125 Villages Ct 207 S Aztec Dr 312 Walnut Ct 100 Heritage Dr	Clean inlet channel and fill in ditch line as necessary Redefining ditch. Remove trees from 211 affecting drainage pathway Re-establish swale and ditch cleaning Re-establish swale and extend wing wall	Date: □ Photos Somplete Date: □ Photos □ Complete Date: □ Photos	culvert of neighboring property Awaiting homeowner
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125 Villages Ct 207 S Aztec Dr 312 Walnut Ct 100 Heritage Dr	Clean inlet channel and fill in ditch line as necessary Redefining ditch. Remove trees from 211 affecting drainage pathway Re-establish swale and ditch cleaning Re-establish swale and extend wing wall Re-establish swale and apply rip rap to	Date: □ Photos Complete Date: □ Photos	culvert of neighboring property Awaiting homeowner
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		□Photos	
302 Valley View Rd	Install ROW drainage pipe between lots to alleviate open ditch	⊠Complete Date: ⊠Photos	
Hickerson Dr	Ditch cleaning	□Complete Date: □Photos	
506 Foster Dr	Re-establish swale	□Complete Date: □Photos	Ease driveway flooding
121 Industrial Dr	Re-establish swale	⊠Complete Date: 04/06/20 ⊠Photos	Ease driveway flooding
7016 Indian Ridge Blvd	Create concrete conveyance within ditch to prevent erosion		

FY21 – Wilkinson Ln H&H STUDY (July) – reviewed w/e August 24, 2020