

December 14, 2020

M E M O R A N D U M

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, December 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
December 14, 2020
4:00 p.m.

- I. Call to Order by Chairman
- II. Roll Call
- III. Adoption of the Agenda
- IV. Approval of September 14, 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
September 14, 2020
4:00 p.m.

I. Call to Order by Chairman

Meeting was called to order at 4:04pm by Chairman Ceagus Clark.

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 – Absent; Mr. Jason Barnes – Present; **Quorum – Present.**

III. Adoption of the Agenda

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

IV. Approval of June 8, 2020 Meeting Minutes

Motion was made by Mr. Herman, second by Mr. Barnes to approve the minutes from the June 8, 2020 meeting. A voice vote was called for with all members voting aye. **June 8, 2020 minutes were approved.**

V. Reports

VI. New Business or Discussion Items

a. Current Stormwater Project List

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

b. Mr. Ceagus Clark discussed FEMA’s new Flood Plan Management requirements. The requirements will be presented for ordinance approval by the Board of Mayor and Aldermen later this year.

VII. Other Business

VIII. Adjournment

Meeting adjourned at 5:15 pm.

ATTEST:

Gerald Herman, Chairperson

Derek Watson, City Recorder

**Public Services Department – Stormwater Division
August 2020**

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.

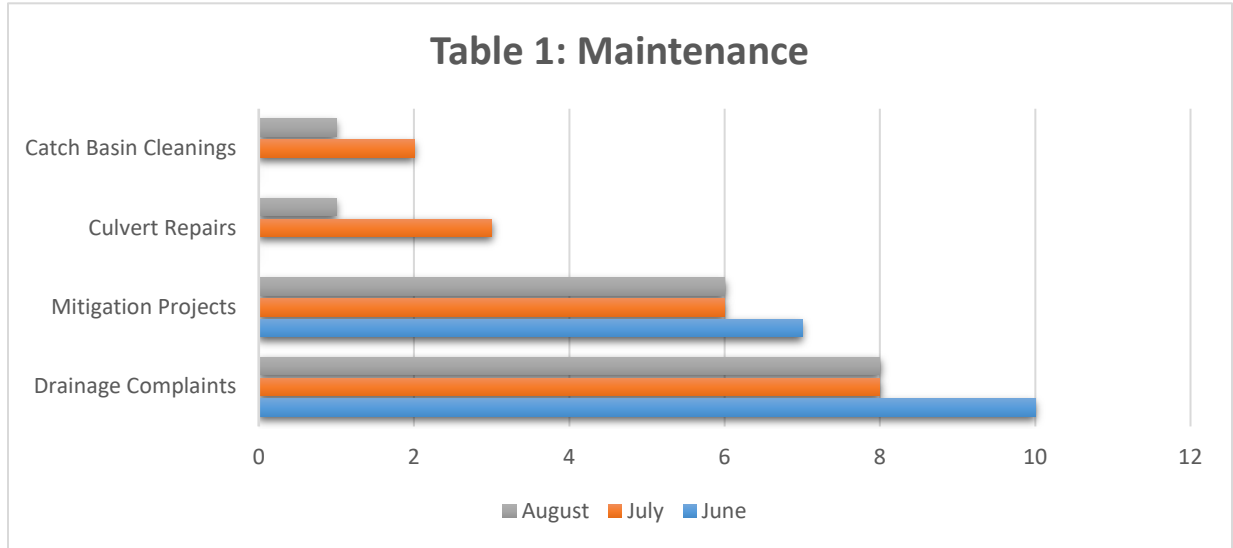


Table 1: Adequate stormwater management can result in a reduction in flooding, property damage, excessive soil erosion, degraded open space, and unacceptable water quality. The goal is to maintain the existing drainage infrastructure and provide sufficient infrastructure capacity to meet the future needs of the City through culvert replacements, ditch rehabilitations, catch basin cleanings, dry basin mowing, and stormwater mitigation projects. **The stormwater crew completed 16 work orders related to those categories.**

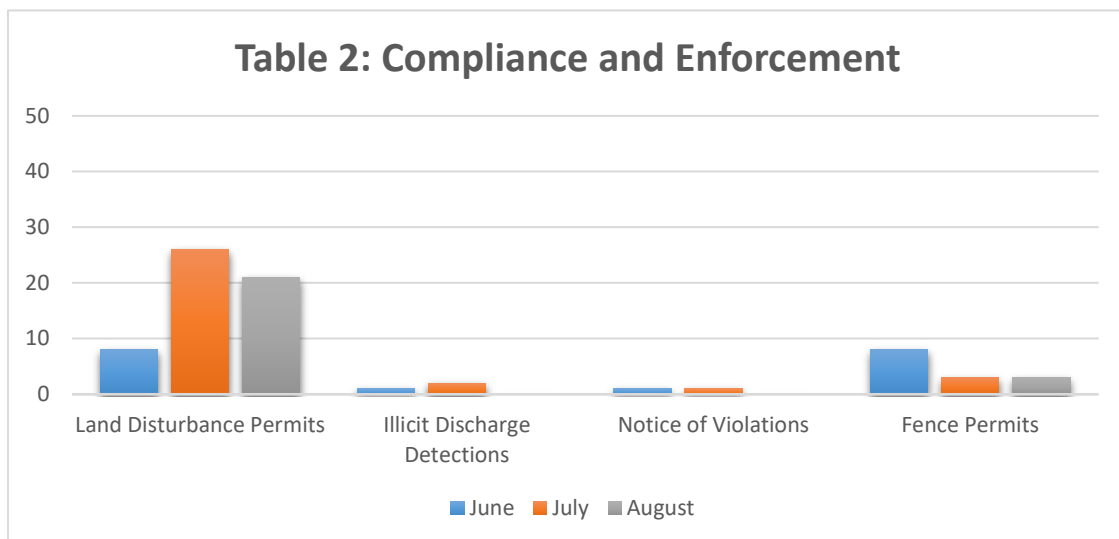


Table 2: Our goal is to ensure compliance with all applicable federal and local water quality regulations related to stormwater runoff, including and in particular, new development construction permits and the detection and elimination of illicit discharges. The City employs a series of enforcement actions to deter and/or address stormwater violations from residential, commercial and/or industrial facilities. **The City issued 21 permits for single-family residential homes.**

Public Services Department – Stormwater Division
August 2020

Week#1

Monday, August 3rd – Thursday, August 6th

- Pleasant Grove Road Drainage Project: installed 56' of 18" RCP, backfilled with stone, removed excess soil from site.
- Installed 80' of RCP
- Installed pug mix base stone up to existing asphalt and removed 1 load of fill dirt
- Stabilized bare areas, excavation transition areas for asphalt and curb

Week #2

Monday, August 10th – Thursday, August 13th

- Pleasant Grove Rd Project: assessed integrity of cross drain
- Checked hot spots
- Street Sweeping
 - Hwy 31W, Raymond Hirsch
 - Springbrook Subdivision
 - Hwy 76, Settlers Ridge
- Extracted vegetation and debris from Honey Run Creek at Tyree Springs Rd.
- Fleet and Facility Maintenance Checkup
- Reviewed and Assigned ROW mowing list

Week #3

Monday, August 17th – Thursday, August 20th

- Surveyed for Stormwater Mitigation
 - 612 Calista
 - 214 Eastside Dr
 - 411 Industrial Dr
- Checked hot spots
- Replaced cross drain at PGR 36" RCP; imported 2 tons of stone base and 6 tons of pug

- Excavated ditch line at 411 Industrial Dr
- Fleet Maintenance
 - Repaired straw blower tire
 - Repaired air compressor hose

Week #4

Monday, August 24th – August 27th

- 212 Morgan Trace
 - Removed vegetation/trees from pond
 - Reshaped banks to ensure runoff is contained and channeled into existing drainage system/structures
 - Imported top soil
 - Stabilized bare areas with seed/straw
- Street Sweeping
 - Orchard Park
- Post-Construction Meeting on Pleasant Grove Rd.

Monday, August 31st

- Admin Day:
 - Weekly staff meeting (address WO's); assign priority
 - Inventory Management (count)
 - Job summaries & work orders
 - BMA Reporting
- Finance:
 - Addressed outstanding PO's and updated purchasing ledgers
- Excavate ROW on Center Dr.

**Public Services Department – Stormwater Division
August 2020**

Stormwater Division

Total Hours Worked	FY 15/16	FY 19/20	31- Jul	31- Aug	YTD 20/21
Stormwater	5,744	7,204	800	691	1,491
Work Orders		69	24	16	40
Overtime	508.5	262	77	2	79
Facility Maintenance	3,494	638	4	25	29
Fleet Maintenance	1,034	314	18	18	36
Administrative	385	1,138	190	163	353
Drainage Work (feet)	0	3,988	306	36	342
Drainage Man Hours	0	1,371	404	362	765
Debris Removed Load	0	188	46	50	96
Sweeping Man Hours	0	309	0	62	62
Mowing Hours	0	102	0	0	0
R-O-W Hours	0	1,506	38	0	38

**Public Services Department
Stormwater Division
September 2020**

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.

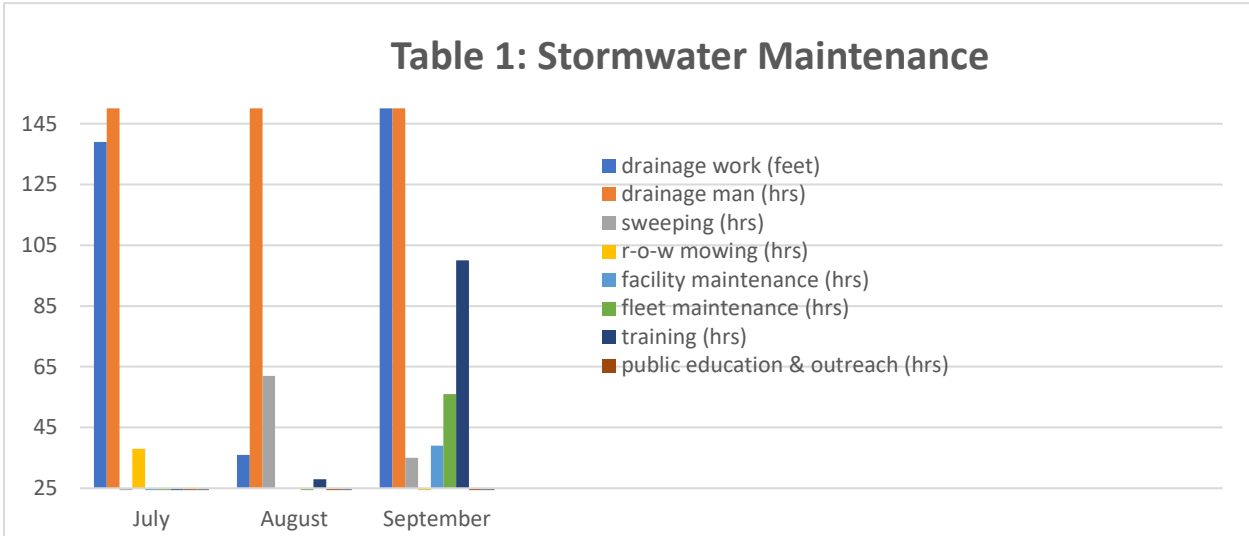


Table 1: Adequate stormwater management can result in a reduction in flooding, property damage, excessive soil erosion, degraded open space, and unacceptable water quality. The goal is to maintain the existing drainage infrastructure and provide sufficient infrastructure capacity to meet the future needs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

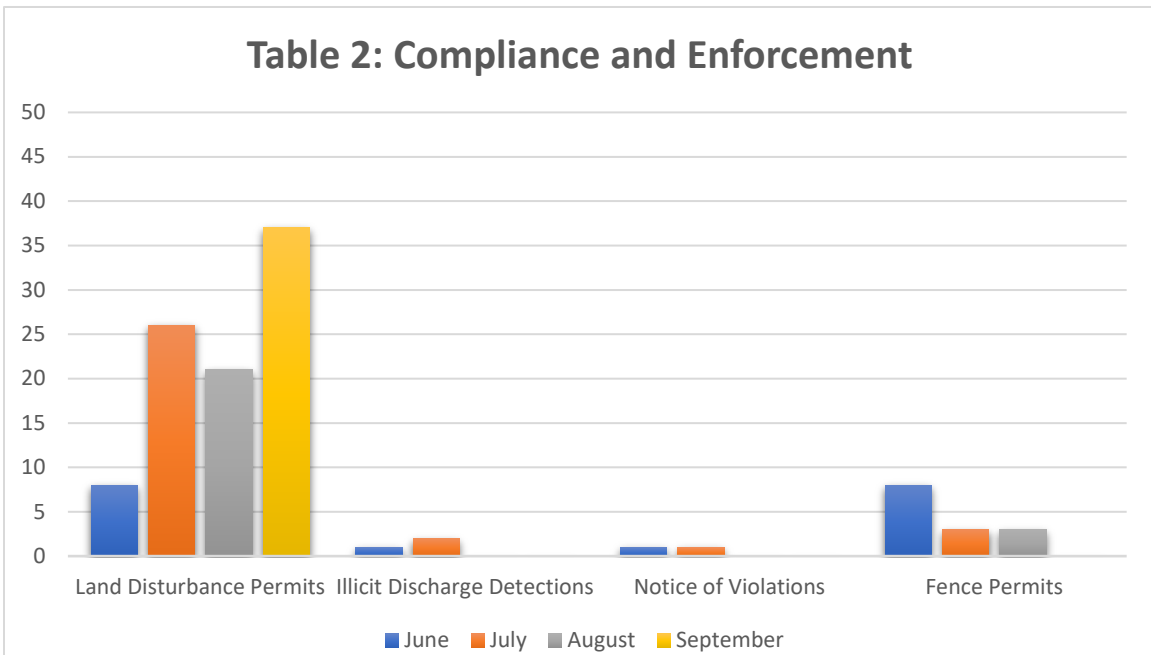


Table 2: Our goal is to ensure compliance with all applicable federal and local water quality regulations related to stormwater runoff, including and in particular, new development construction permits and the detection and elimination of illicit discharges. The City employs a series of enforcement actions to deter and/or address stormwater violations from residential, commercial and/or industrial facilities. **The City issued 37 permits for single-family residential homes.**

**Public Services Department
Stormwater Division
September 2020**

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 based on feasibility and severity. This list is subject to change at the discretion of the department manager, public services director or city administrator. Below are the department's current priorities:

Address	Scope of Work	Status	Comments / Notes
612 Calista Rd.	Re-channel ditch line to divert water off property with infrastructure	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Install piping and junction box at intersection on Wilkinson Ln to mitigate flooding; started 09/30
212 Hillwood Dr.	Establish swale off driveway to channel water downstream	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	
120 Strassle Dr.	Repair damages in infrastructure; upgrade piping	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	CCTV of line requested; ongoing
212 Morgan Trace Ct.	Divert inflow to existing drainage system	<input checked="" type="checkbox"/> Complete Date: 08/27 <input checked="" type="checkbox"/> Photos	Preserve vegetation on embankment and repair scour under decking
3123 Pleasant Grove Rd	Install 2 turn lanes at intersection of Hwy 76	<input checked="" type="checkbox"/> Complete Date: 08/15 <input checked="" type="checkbox"/> Photos	Curb and gutter to be installed week of 09/30 followed by paving
107 Copperfield Dr	Upgrade infrastructure to handle inflow of water during rain events; prevent flooding		Springbrook Subdivision – CCTV line requested; ongoing

**Public Services Department
Stormwater Division
September 2020**

Stormwater Division

Total Hours Worked	FY 15/16	FY 19/20	31-Aug	30-Sep	YTD 20/21
Stormwater	5,744	7,204	691	887	1,578
Work Orders	0	69	20	13	33
Overtime	508.5	262	2	3	5
Facility Maintenance	3,494	638	25	39	64
Fleet Maintenance	1,034	314	18	56	74
Administrative	385	1,138	163	181	343
Drainage Work (feet)	0	3,988	36	283	319
Drainage Man Hours	0	1,371	362	336	697
Debris Removed Load	0	188	50	31	81
Sweeping Man Hours	0	309	62	35	97
Mowing Hours	0	102	0	3	3
R-O-W Hours	0	1,506	0	0	0
Shoulder/Curb Hrs	0	0	0	1	1

**Public Services Department – Stormwater Division
October 2020**

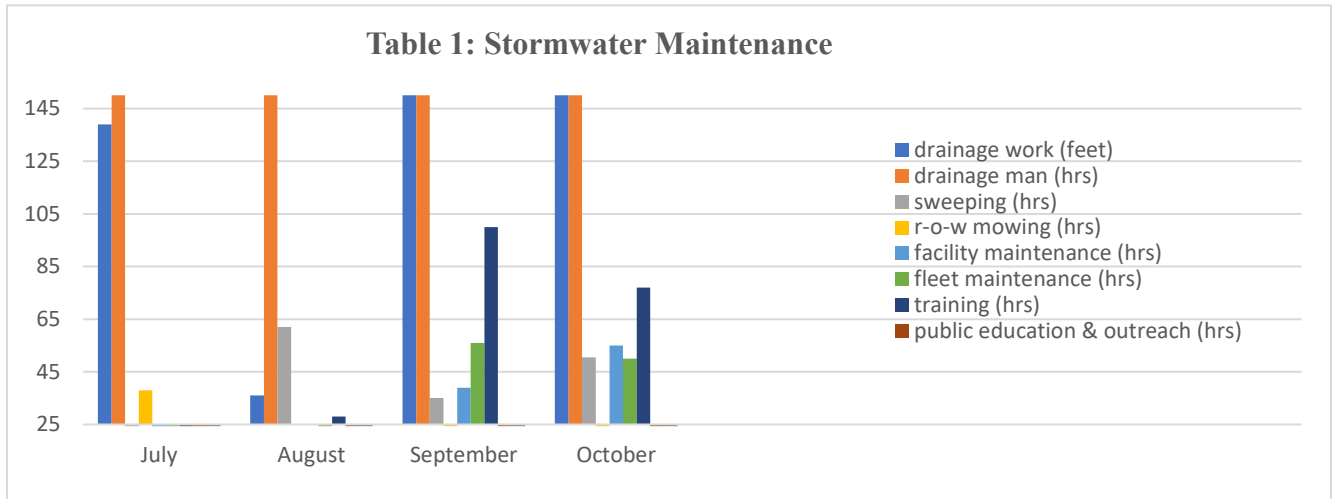


Table 1: Adequate stormwater management can result in a reduction in flooding, property damage, excessive soil erosion, degraded open space, and unacceptable water quality. The goal is to maintain the existing drainage infrastructure and provide sufficient infrastructure capacity to meet the future needs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

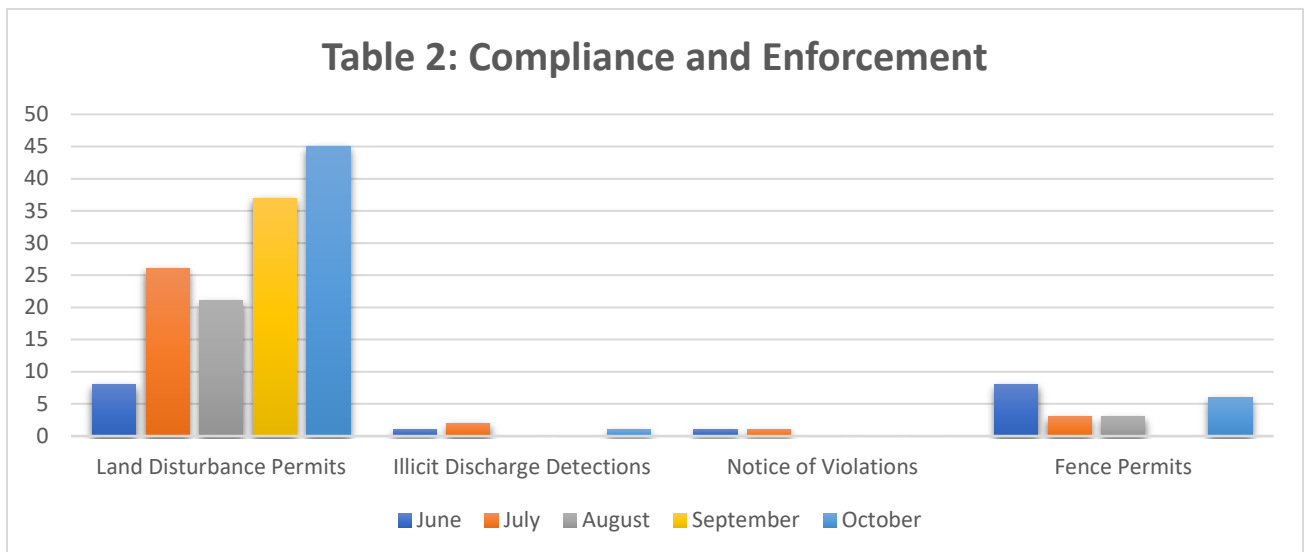


Table 2: Our goal is to ensure compliance with all applicable federal and local water quality regulations related to stormwater runoff, including and in particular, new development construction permits and the detection and elimination of illicit discharges. The City employs a series of enforcement actions to deter and/or address stormwater violations from residential, commercial and/or industrial facilities. **The City issued 45 permits for land disturbance.**

**Public Services Department – Stormwater Division
October 2020**

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.

Below are the department's current priorities and statuses.

Address	Scope of Work	Status	Comments / Notes
612 Calista Rd.	Re-channel ditch line to divert water off property with infrastructure	<input checked="" type="checkbox"/> Complete Date: 10/05/20 <input checked="" type="checkbox"/> Photos	Install piping and junction box at intersection on Wilkinson Ln to mitigate flooding
212 Hillwood Dr.	Establish swale off driveway to channel water downstream	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Scheduled 11/02
214 Eastside Dr	Recondition ditch and installed driveway culvert	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Ready to form and pour concrete for drive
120 Strassle Dr.	Repair damages in infrastructure; upgrade piping	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	CCTV of line requested; ongoing
212 Morgan Trace Ct.	Divert inflow to existing drainage system	<input checked="" type="checkbox"/> Complete Date: 08/27 <input checked="" type="checkbox"/> Photos	Preserve vegetation on embankment and repair scour under decking
3123 Pleasant Grove Rd	Install 2 turn lanes at intersection of Hwy 76	<input checked="" type="checkbox"/> Complete Date: 08/15 <input checked="" type="checkbox"/> Photos	Paving ETA for completion 11/05
200 Carmac Drive	Install driveway culvert	<input checked="" type="checkbox"/> Complete Date: 10/27 <input checked="" type="checkbox"/> Photos	
107 Copperfield Dr	Upgrade infrastructure to handle inflow of water during rain events; prevent flooding	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Outlined scope of work; project scheduled for 1 st of December

Total Hours Worked	FY 15/16	FY 19/20	31-Aug	30-Sep	31-Oct	YTD 20/21
Stormwater	5,744	7,204	691	887	848	2,425
Work Orders	0	69	20	13	15	48
Overtime	508.5	262	2	3	0	5
Facility Maintenance	3,494	638	25	39	55	119
Fleet Maintenance	1,034	314	18	56	50	124
Administrative	385	1,138	163	181	108	451
Drainage Work (feet)	0	3,988	36	283	367	686
Drainage Man Hours	0	1,371	362	336	178	875
Debris Removed Load	0	188	50	31	9	90
Sweeping Man Hours	0	309	62	35	51	147
Mowing Hours	0	102	0	3	0	3
R-O-W Hours	0	1,506	0	0	12	12
Pothole Hours	0	0	0	0		
Shoulder/Curb Hrs	0	0	0	1	1	1

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
1. 612 Calista Rd.	Re-channel ditch line to divert water off property with infrastructure	<input checked="" type="checkbox"/> Complete Date: 10/05/20 <input checked="" type="checkbox"/> Photos	Install piping and junction box at intersection on Wilkinson Ln to mitigate flooding
2. 212 Hillwood Dr.	Establish swale off driveway to channel water downstream	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Awaiting easement grant from neighbor at 214
3. 120 Strassle Dr.	Repair damages in infrastructure; upgrade piping	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	CCTV of line requested; ongoing; requested quote for piping on 11/16
4. 212 Morgan Trace Ct.	Divert inflow to existing drainage system	<input checked="" type="checkbox"/> Complete Date: 08/27 <input checked="" type="checkbox"/> Photos	Preserve vegetation on embankment and repair scour under decking
5. 3123 Pleasant Grove Rd	Install 2 turn lanes at intersection of Hwy 76	<input checked="" type="checkbox"/> Complete Date: 08/15 <input checked="" type="checkbox"/> Photos	Curb and gutter to be installed week of 09/30 followed by paving
6. 112 Ravenwood Ct.	Repair damages in infrastructure; address disjoints	<input checked="" type="checkbox"/> Complete Date: 11/24/20 <input checked="" type="checkbox"/> Photos	Alleviate potholes in soil; seal inlet pipe to catch basin
7. 107 Copperfield Dr	Upgrade piping size in infrastructure to better convey runoff	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Springbrook Subdivision – CCTV line requested; ongoing; scheduled for FY21-22 CIP
8. 612 Sage Rd	Remove excess soils in drainage conveyance	<input checked="" type="checkbox"/> Complete Date: 11/10/20 <input checked="" type="checkbox"/> Photos	Up to Hampton Village

9. 2500 HWY 31W	Repair drainage pipe for Super Stop Market	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Owner must order parts. City will perform labor.
10. 164 Honeysuckle Dr	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Northwoods Catch basin cleaning
11. 122 Sycamore Dr	Re-establish swale	<input checked="" type="checkbox"/> Complete Date: 05/13/20 <input checked="" type="checkbox"/> Photos	Northwoods
12. 209 Rolling Acres Dr	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Northwoods
13. 215 Rolling Acres Dr	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Northwoods
14. 301 Rolling Acres Dr	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Northwoods
15. 102 Rolling Forrest Dr	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Northwoods
16. 109 Bridlewood Dr.	Re-define swale in back yards	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Northwoods – fencing intercepts inflow
17. 302-303 Allers Dr	Rehabilitate cross drain/easement	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	
18. 408 Hunterwood Dr	Rehabilitate detention pond	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	
19. 125 Brooklawn Dr	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Corner of 31W
20. 160 Blueberry St	Ditch cleaning	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Orchard Park
21. 100 Baylee Ct	Upgrade drainage pipe; improve swale	<input checked="" type="checkbox"/> Complete Date: 04/16/20 <input checked="" type="checkbox"/> Photos	Off of SPC
22. 210 Beechbrook Ct	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Off of SPC
23. 218 South Palmers Chapel	Install catch basin within ROW	<input type="checkbox"/> Complete Date: _____	SPC

		<input type="checkbox"/> Photos	
24. 103 Spicer Dr	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Meadows Ct
25. 100 Oak Park Ct	Improve rip rap apron by roadway	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Off of Meadows Ct
26. 128 Oak Park Ct	Redefine easement between homes to Strassle Dr	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Off of Meadows Ct. Residents should remove trees in easement
27. 100 – 102 Hobbs Dr	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Between Valley and Fischer
28. 205 Hobbs Dr	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	
29. 401 Hobbs Dr	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	
30. 210 Spring St	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	
31. 200 Covington Bend	Ditch cleaning; repair and/or clean out culvert	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	
32. 309 Covington Bend	Re-establish swale; repair and/or cleanout culvert	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	
33. 105 Winchester Ct	Rehabilitate drainage infrastructure to provide positive flow	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	
34. 214 Robert Ave	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	
35. *214 Eastside Dr	Improve drainage and rehabilitate ditch line	<input checked="" type="checkbox"/> Complete Date: 11/18/20 <input checked="" type="checkbox"/> Photos	Elevate driveway culvert of neighboring property

36. 125 Villages Ct	Clean inlet channel and fill in ditch line as necessary	<input checked="" type="checkbox"/> Complete Date: 09/21/20 <input checked="" type="checkbox"/> Photos	Created an open channel for drainage; removed vegetation to allow natural flow of stream
37. 207 S Aztec Dr	Redefining ditch. Remove trees from 211 affecting drainage pathway	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	
38. 318 Walnut Ct	Re-establish swale and ditch cleaning	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Awaiting homeowner for pipe on 318
39. 100 Heritage Dr	Re-establish swale and extend wing wall	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	
40. 303 Hillwood Dr	Re-establish swale and apply rip rap to prevent wash outs	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	
41. 109 Meadows Ct	Re-establish swale and ditch cleaning	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	
42. 302 Valley View Rd	Install ROW drainage pipe between lots to alleviate open ditch	<input checked="" type="checkbox"/> Complete Date: 6/02/20 <input checked="" type="checkbox"/> Photos	
41. Wilkinson/ Hickerson Dr	Ditch cleaning; upgrade infrastructure	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	
42. 506 Foster Dr	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Ease driveway flooding
43. 121 Industrial Dr	Re-establish swale	<input checked="" type="checkbox"/> Complete Date: 04/06/20 <input checked="" type="checkbox"/> Photos	Ease driveway flooding
44. 7016 Indian Ridge Blvd	Create conveyance within ditch to prevent erosion	<input checked="" type="checkbox"/> Complete Date: 11/23/20 <input checked="" type="checkbox"/> Photos	Displace velocity of runoff; ditch rehabilitated from HW to existing concrete channel to offset erosion

<p>45. 229 Cherry Ln</p>		<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Eroding front yard; further evaluation needed; sinkhole back fill 09/21/20; cctv footage received 11/30/20 and under review
<p>46. 403 Autumn Wood Dr</p>	Define swale at culvert orifice; backfill sinkholes in front yard	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	
<p>47. 538 NPC Rd.</p>	Potential erosion on embankments of creek	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Driveway near honey run creek