

WESTFIELD PUBLIC WORKS



Memorandum

To: Westfield Board of Public Works & Safety
From: Kurt J. Wanninger
CC: Bruce A. Hauk
Date: March 28, 2009
Re: Public Works Department Matters

BOARD OF PUBLIC WORKS
J. ANDREW COOK, MAYOR
JOHN B. HART, BOARD MEMBER
MARK HEIRBRANDT, BOARD MEMBER

CHIEF ADMINISTRATIVE OFFICER
BRUCE A. HAUK

DIRECTOR OF PUBLIC WORKS
KURT J. WANNINGER

Memo to Board Members

Dear Board Members, I would like to take this opportunity to update you regarding some of the activities that have taken place within the Public Works Department over the last month.

Fees Collected

(See Attachment 1)

Department Safety Statistics

(See Attachment 2)

HNTB Progress Report

(See Attachment 3)

Employee of the Month

The City Services Employee of the Month selection for April 2009 was Dean Marlow.

Dean has been with the City of Westfield since May 20, 2002. Dean is the Wastewater Treatment Plant Operator for the Wastewater Division for the City of Westfield.

Please join me in congratulating Dean on this significant achievement.

ATTACHMENT #1

Yearly Permit Fees-2009

| Type of Fees | January | February | March | April | May | June | July | August | September | October | November | December |
|-------------------------------|---------------------|---------------------|----------------------|---------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Encroachment Permits | \$ 600.00 | \$ 50.00 | \$ 500.00 | \$ 850.00 | | | | | | | | |
| Sewer Availability Fees | \$ 3,500.00 | \$ 1,125.00 | \$ 152,635.00 | \$ 13,580.00 | | | | | | | | |
| Sewer Tap Fees | \$ 15,600.00 | \$ 8,940.00 | \$ 100,536.00 | \$ 26,256.00 | | | | | | | | |
| Subsequent Sewer Connection | \$ 360.00 | \$ 1,058.00 | \$ 23,085.40 | \$ 4,232.00 | | | | | | | | |
| Water Availability Fees | \$ 78,498.00 | \$ 688.80 | \$ 78,498.00 | \$ 6,984.00 | | | | | | | | |
| Water-3/4" Tap Fees | \$ 6,000.00 | \$ 4,225.00 | \$ 41,850.00 | \$ 11,940.00 | | | | | | | | |
| Water-1" Tap Fees | \$ - | \$ - | \$ - | \$ - | | | | | | | | |
| Water-1 1/2" or Greater | \$ - | \$ - | \$ - | \$ - | | | | | | | | |
| Lawn Irrigation Fees | \$ 5,400.00 | \$ 5,400.00 | \$ 62,850.00 | \$ 22,656.00 | | | | | | | | |
| Road Impact Fees | \$ 1,515.15 | \$ 1,443.00 | \$ 2,923.00 | \$ 1,256.00 | | | | | | | | |
| Plan Review Fees | \$ - | \$ - | \$ - | \$ - | | | | | | | | |
| Map Fees | \$ 400.00 | \$ 600.00 | \$ 1,900.00 | \$ 1,900.00 | | | | | | | | |
| Erosion Control Appl. Fees | \$ - | \$ - | \$ - | \$ - | | | | | | | | |
| Erosion Control Penalty Fees | \$ - | \$ - | \$ - | \$ - | | | | | | | | |
| Sanitary Sewer Permit Fees | \$ - | \$ 600.00 | \$ - | \$ 1,000.00 | | | | | | | | |
| Water Permit Fees | \$ - | \$ 600.00 | \$ - | \$ - | | | | | | | | |
| Water Service Line Protection | \$ 64.00 | \$ 320.00 | \$ 272.00 | \$ 768.00 | | | | | | | | |
| Totals per Month | \$ 33,459.15 | \$ 29,054.50 | \$ 465,739.40 | \$ 93,642.00 | \$ - |

| Yearly Totals | 2008 Totals | 2007 Totals | 2006 Totals | 2005 Totals | 2004 Totals |
|-------------------------------|----------------------|------------------------|------------------------|------------------------|------------------------|
| Encroachment Permits | \$ 2,400.00 | \$ 25,105.20 | \$ 23,536.30 | \$ 12,772.10 | \$ 7,351.60 |
| Sewer Availability Fees | \$ 170,840.00 | \$ 442,669.90 | \$ 1,426,546.60 | \$ 3,040,982.80 | \$ 1,777,852.80 |
| Sewer Tap Fees | \$ 151,332.00 | \$ 403,610.40 | \$ 712,284.00 | \$ 825,756.00 | \$ 751,820.00 |
| Subsequent Sewer Connection | \$ 28,755.40 | \$ 25,082.48 | \$ 54,840.61 | \$ - | \$ - |
| Water Availability Fees | \$ 66,176.50 | \$ 1,380,545.35 | \$ 1,380,545.35 | \$ 2,122,651.86 | \$ 1,427,083.91 |
| Water-3/4" Tap Fees | \$ 64,055.00 | \$ 411,068.68 | \$ 420,874.50 | \$ 442,330.00 | \$ 270,070.00 |
| Water-1" Tap Fees | \$ - | \$ - | \$ - | \$ - | \$ - |
| Water-1 1/2" or Greater | \$ - | \$ - | \$ - | \$ - | \$ - |
| Lawn Irrigation Fees | \$ 275.00 | \$ 4,800.00 | \$ 4,490.00 | \$ 4,200.00 | \$ 2,700.00 |
| Road Impact Fees | \$ 96,609.00 | \$ 909,894.76 | \$ 809,894.76 | \$ 908,081.86 | \$ 696,208.98 |
| Plan Review Fees | \$ 5,935.00 | \$ 71,200.00 | \$ 136,015.00 | \$ 30,075.00 | \$ 24,500.00 |
| Inspection Fees | \$ 7,139.15 | \$ 66,085.60 | \$ 93,523.38 | \$ 10,536.57 | \$ 6,167.77 |
| Map Fees | \$ - | \$ 276.25 | \$ 525.00 | \$ 104.50 | \$ - |
| Erosion Control Appl. Fees | \$ - | \$ 43,200.00 | \$ 26,904.00 | \$ - | \$ - |
| Erosion Control Penalty Fees | \$ - | \$ 20,600.00 | \$ 13,300.00 | \$ - | \$ - |
| Sanitary Sewer Permit Fees | \$ - | \$ 3,000.00 | \$ 7,200.00 | \$ - | \$ - |
| Water Permit Fees | \$ - | \$ 5,400.00 | \$ 3,000.00 | \$ - | \$ - |
| Water Service Line Protection | \$ 64.00 | \$ 1,440.00 | \$ 3,648.00 | \$ - | \$ - |
| Gross Total for 2009 | \$ 621,935.05 | \$ 2,183,657.07 | \$ 5,228,125.50 | \$ 7,638,570.94 | \$ 4,933,639.66 |

| Type of Fees | 1st Qtr Total | 2nd Qtr Total | 3rd Qtr Total | 4th Qtr Total | Apr. 08 |
|-------------------------------|----------------------|---------------------|---------------|---------------|----------------------|
| Encroachment Permits | \$ 1,500.00 | \$ 850.00 | \$ - | \$ - | \$ 2,050.00 |
| Sewer Availability Fees | \$ 157,260.00 | \$ 13,580.00 | \$ - | \$ - | \$ 315,768.88 |
| Sewer Tap Fees | \$ 125,076.00 | \$ 26,256.00 | \$ - | \$ - | \$ 101,530.00 |
| Subsequent Sewer Connection | \$ 24,523.40 | \$ 4,232.00 | \$ - | \$ - | \$ 569.00 |
| Water Availability Fees | \$ 79,166.50 | \$ 6,984.00 | \$ - | \$ - | \$ 183,118.46 |
| Water-3/4" Tap Fees | \$ 52,115.00 | \$ 11,940.00 | \$ - | \$ - | \$ 50,445.00 |
| Water-1" Tap Fees | \$ - | \$ - | \$ - | \$ - | \$ - |
| Water-1 1/2" or Greater | \$ - | \$ - | \$ - | \$ - | \$ - |
| Lawn Irrigation Fees | \$ 250.00 | \$ 25.00 | \$ - | \$ - | \$ 700.00 |
| Road Impact Fees | \$ 73,659.00 | \$ 22,959.00 | \$ - | \$ - | \$ 18,000.00 |
| Plan Review Fees | \$ 4,045.00 | \$ 1,890.00 | \$ - | \$ - | \$ 7,805.00 |
| Inspection Fees | \$ 5,881.15 | \$ 1,258.00 | \$ - | \$ - | \$ 2,534.50 |
| Map Fees | \$ - | \$ - | \$ - | \$ - | \$ - |
| Erosion Control Appl. Fees | \$ 2,900.00 | \$ 1,900.00 | \$ - | \$ - | \$ 2,900.00 |
| Erosion Control Penalty Fees | \$ - | \$ 1,000.00 | \$ - | \$ - | \$ 1,000.00 |
| Sanitary Sewer Permit Fees | \$ 600.00 | \$ - | \$ - | \$ - | \$ - |
| Water Permit Fees | \$ 600.00 | \$ - | \$ - | \$ - | \$ - |
| Water Service Line Protection | \$ 656.00 | \$ 768.00 | \$ - | \$ - | \$ 48.00 |
| Totals per Quarter | \$ 528,293.05 | \$ 93,642.00 | \$ - | \$ - | \$ 696,828.86 |

| Type of Fees | 4 months of 2008 | 4 months of 2007 | 4 months of 2006 | 4 months of 2005 | 4 months of 2004 |
|-------------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| Encroachment Permits | \$ 4,536.50 | \$ 25,105.20 | \$ 23,536.30 | \$ 12,772.10 | \$ 7,351.60 |
| Sewer Availability Fees | \$ 495,598.52 | \$ 1,426,669.90 | \$ 1,426,546.60 | \$ 3,040,982.80 | \$ 1,777,852.80 |
| Sewer Tap Fees | \$ 269,364.00 | \$ 403,610.40 | \$ 712,284.00 | \$ 825,756.00 | \$ 751,820.00 |
| Sub- Sewer Connection | \$ 3,487.00 | \$ 25,082.48 | \$ 54,840.61 | \$ - | \$ - |
| Water Availability Fees | \$ 310,471.32 | \$ 1,380,545.35 | \$ 1,380,545.35 | \$ 2,122,651.86 | \$ 1,427,083.91 |
| Water-3/4" Tap Fees | \$ 128,020.00 | \$ 411,068.68 | \$ 420,874.50 | \$ 442,330.00 | \$ 270,070.00 |
| Water-1" Tap Fees | \$ 500.00 | \$ - | \$ - | \$ - | \$ - |
| Water-1 1/2" or Greater | \$ - | \$ - | \$ - | \$ - | \$ - |
| Lawn Irrigation Fees | \$ 975.00 | \$ 4,800.00 | \$ 4,490.00 | \$ 4,200.00 | \$ 2,700.00 |
| Road Impact Fees | \$ 170,395.54 | \$ 909,894.76 | \$ 809,894.76 | \$ 908,081.86 | \$ 696,208.98 |
| Plan Review Fees | \$ 15,695.00 | \$ 71,200.00 | \$ 136,015.00 | \$ 30,075.00 | \$ 24,500.00 |
| Inspection Fees | \$ 18,315.00 | \$ 66,085.60 | \$ 93,523.38 | \$ 10,536.57 | \$ 6,167.77 |
| Map Fees | \$ - | \$ 276.25 | \$ 525.00 | \$ 104.50 | \$ - |
| Erosion Control Appl. Fees | \$ 7,790.00 | \$ 43,200.00 | \$ 26,904.00 | \$ - | \$ - |
| Erosion Control Penalty Fees | \$ 5,450.00 | \$ 20,600.00 | \$ 13,300.00 | \$ - | \$ - |
| Sanitary Sewer Permit Fees | \$ 300.00 | \$ 3,000.00 | \$ 7,200.00 | \$ - | \$ - |
| Water Permit Fees | \$ 300.00 | \$ 5,400.00 | \$ 3,000.00 | \$ - | \$ - |
| Water Service Line Protection | \$ 395.00 | \$ 1,440.00 | \$ 3,648.00 | \$ - | \$ - |
| 4 months of 2008 | \$ 1,432,023.88 | \$ 2,183,657.07 | \$ 5,228,125.50 | \$ 7,638,570.94 | \$ 4,933,639.66 |

ATTACHMENT #2

**WESTFIELD PUBLIC WORKS
MONTHLY ACCIDENT STATISTICAL REPORT
FOR MARCH 2009**

| Location | # of employees | # of Hours Worked | Employee Accidents/ Month | Disabling Accidents/ Month | Lost Work Days | Restricted Work Days | OSHA Recordable Accidents | # of Vehicles | # of Miles Driven | # of Vehicle Accidents for the Month | Chargeable Accidents for the Month | # of Property Damage Accidents /Incidents | Cost of Property Damage Accidents /Incidents |
|-----------------|----------------|-------------------|---------------------------|----------------------------|----------------|----------------------|---------------------------|---------------|-------------------|--------------------------------------|------------------------------------|---|--|
| Administrative | 5 | 735.5 | 0 | 0 | 0 | 0 | 0 | 6 | 2972 | 0 | 0 | 0 | \$0.00 |
| CSC | 6 | 1025.5 | 0 | 0 | 0 | 0 | 0 | 1 | 154 | 0 | 0 | 0 | \$0.00 |
| Water | 7 | 1164.5 | 0 | 0 | 0 | 0 | 0 | 7 | 4893 | 1 | 1 | 0 | \$100.00 |
| Wastewater | 7 | 1067 | 0 | 0 | 0 | 0 | 0 | 6 | 4072 | 0 | 0 | 0 | \$0.00 |
| Street-G/M | 16 | 2582.75 | 1 | 0 | 0 | 0 | 1 | 16 | 7540 | 0 | 0 | 0 | \$0.00 |
| Dev/Con-Eng | 11 | 1759 | 0 | 0 | 0 | 0 | 0 | 6 | 3109 | 0 | 0 | 0 | \$0.00 |
| Inst & Controls | 2 | 312 | 0 | 0 | 0 | 0 | 0 | 1 | 632 | 0 | 0 | 0 | \$0.00 |
| 2009 | 54 | 8646.25 | 1 | 0 | 0 | 0 | 1 | 43 | 23372 | 1 | 1 | 0 | \$100.00 |
| 2008 | 60 | 6687.5 | 0 | 0 | 0 | 0 | 0 | 43 | 24422 | 0 | 0 | 0 | 0 |

1. Morgan Riley 3/4/09- Morgan was moving wood in the Street Barn and a piece of wood had a large splinter on the side that went into the left thumb of Morgan. He initially thought his thumb would be fine but went to the clinic on 3/5/09 due to redness and swelling. He was given an antibiotic for infection which made this a recordable.

2. Jim Norzinskay 3/10/09 - Jim was backing the spin doctor into the water barn and backed into the side of the barn due to missing the garage door opening. This resulted in a small dent/gash in the side of the barn building.

ATTACHMENT #3

WESTFIELD BOARD OF PUBLIC WORKS MEETING

April 30, 2009

Westfield Public Works Executive Summary Progress Report

1. Village Park TIF Projects – Greyhound Pass / Western Way and 151st Street from Carey Road to Setters Road.
 - The Greyhound Pass/Western Way Project has been graded and is ready for seeding and sod. Additionally, the road had been milled and the binder has been installed in order to wedge and level the road way. Signal Detector loops have been installed and weather permitting the final surface and line striping should occur the week of May 25, 2009.
 - The Carey Road and 151st Street Round-a-bout final grading and sidewalk installation should begin the week of May 25, 2009 with landscaping, seeding and sod to follow. Once the final grading, landscaping, and seeding is complete the final asphalt surface will be installed and the line striping will be completed.
2. Eastside TIF Projects – 161st Street and Carey Road. The design work continues on the 161st Street and Carey Road Round-a-bout. On May 20, 2009, Kurt Wanninger meet with Gary Sobol, Radiant Life Christian Church to discuss the preliminary design for this intersection.
3. Road Network Planning. Work includes investigation of road network improvements that would support the planned INDOT improvements to US 31 and SR 32, as well as downtown redevelopment envisioned by the Grand Junction Task Force. Concepts have been developed for possible road network improvements in downtown and along the west side of US 31. These ideas were discussed at the October 13, 2008 City Council meeting. An 80% planning grant has been approved and the Notice to Proceed was issued from the Indianapolis MPO to support traffic plan development. A scope of work has been requested from American Structure Point to assist in the study of the downtown thoroughfare plan design.
4. River Road Water Treatment Plant Expansion. Construction by the Contractor, Shook Construction, is substantially complete and the plant is fully operational. Shook is still completing some of the punch list items. Shook has exceeded their contracted amount of time; and HNTB is reviewing any associated penalties for not completed that project on time that would be payable or reimbursed to the Westfield Public Works Department.
5. Westside Interceptor. Atlas Excavating, Inc. is substantially complete. Remaining items to be completed consist of manhole lining and finish grading. Wetlands mitigation is underway by Williams Creek Consulting. Portions of the mitigation work will be completed in the spring of 2009 to better ensure survival. The interceptor sewer if necessary is complete and ready to accept flows from any proposed developments.
6. Sycamore / Birch Storm Sewers. Construction is substantially complete. The Contractor is completing the final punch list items.
7. 2009 Line Striping Program. The 2009 Collaborative Line Striping Contract between Hamilton County, the Towns of Fisher and Cicero, the Cities of Carmel, Noblesville, and Westfield have been awarded. Line striping for the City of Westfield will begin on June 1st and continue through the month of July.
8. Block Grant. The City of Westfield 2009 Block grant will consist of replacing up to 98 curb ramps in the downtown Westfield area. These ramps will be made ADA accessible. The contract is

currently out for bid and bid recommendations will be made at the May 28, 2009 Board of Public works meeting.

9. US 31 / SR 32 Signal Preemption

Plans have been approved by INDOT for signal preemptions at eleven intersections: six on US 31 and five on SR 32. Some of those signal preemptions that have been constructed are Greyhound Pass/US 31, 151st Street/US 31, 161st Street/US 31, Union Street/SR32; others that are currently under construction are US31/SR32, Carey & Grassy Branch Roads/SR32, Gunther Road/SR32, and Moontown & Gray Roads/SR32. All are waiting on either inspection, final inspection and/or preparation of as-built documents.

7. Miscellaneous Assistance

- a. WPWD staff is continuing their flow data gathering as a part of planning for a new pumping station at the lagoons north of 171st Street. Existing Lagoon Pump Station pumps are being considered for pumping flow north, diverting flow now treated by Carmel and instead sending it via Westfield collection system to the Westside Wastewater Treatment Facility.
- b. HNTB and WPWD personnel, along with WPWD's well driller and hydrogeologist, are exploring possible well sites.
- c. HNTB has started the process of preparing a Water Service Master Plan for the City. Currently the Public Works hydrogeologist, Steve Champa of Eagon and Associates is studying the well field capacity limitations.