



# Memorandum

To: Westfield Board of Public Works & Safety  
CC: Bruce A Hauk  
Date: March 3, 2011  
Re: Public Works & Matters

Works  
y Cook  
in Hart  
irbrandt

isurer  
ossard

## **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)

### **Public Works Progress Report**

(See Attachment 3)

### **Employees of the Month for January**

The City Services Employee of the Month selection for January 2010 was the 2010-2011 Snow Removal Crew for their efforts during the recent snow events.

Please join me in congratulating those that participated in snow removal on this significant achievement.

ument

) office  
l81 fax

Street  
46074  
n.gov

# ATTACHMENT #1

Transaction	January	February	March	April	May	June	July	August	September	October	November	December
Enrollment Permit	\$ 300.00											
Sewer Availability Fees	\$ 3,000.00											
Sewer Tap Fees	\$ 9,000.00											
Subsequent Sewer Connection	\$ 2,040.00											
Water Availability Fees	\$ 1,000.00											
Water 3/4" Tap Fees	\$ 4,250.00											
Water 1" Tap Fees												
Water 1 1/2" or Greater												
Subsequent Water Connection												
Low Inflation Fees	\$ 19,000.00											
Final Impact Fees	\$ 5,320.00											
Plan Review Fees	\$ 2,969.43											
Map Fees												
Erosion Control Appl. Fees	\$ 1,900.00											
Erosion Control Penalty Fees	\$ 100.00											
Sanitary Sewer Permit Fees	\$ 600.00											
Water Permit Fees	\$ 600.00											
Water Service Line Protection	\$ 639.00											
<b>Totals per Month</b>	<b>\$ 52,076.43</b>											

2011 Year to Date	
Enrollment Permit	\$ 300.00
Sewer Availability Fees	\$ 3,000.00
Sewer Tap Fees	\$ 9,000.00
Subsequent Sewer Connection	\$ 2,040.00
Water Availability Fees	\$ 1,000.00
Water 3/4" Tap Fees	\$ 4,250.00
Water 1" Tap Fees	\$ -
Water 1 1/2" or Greater	\$ -
Subsequent Water Connection	\$ -
Low Inflation Fees	\$ 19,000.00
Final Impact Fees	\$ 5,320.00
Plan Review Fees	\$ 2,969.43
Map Fees	\$ -
Erosion Control Appl. Fees	\$ 1,900.00
Erosion Control Penalty Fees	\$ 100.00
Sanitary Sewer Permit Fees	\$ 600.00
Water Permit Fees	\$ 600.00
Water Service Line Protection	\$ 639.00
<b>Gross Total for 2011</b>	<b>\$ 52,076.43</b>

Transaction	1st Qtr Total	2nd Qtr Total	3rd Qtr Total	4th Qtr Total
Enrollment Permit	\$ 300.00			
Sewer Availability Fees	\$ 3,000.00			
Sewer Tap Fees	\$ 9,000.00			
Subsequent Sewer Connection	\$ 2,040.00			
Water Availability Fees	\$ 1,000.00			
Water 3/4" Tap Fees	\$ 4,250.00			
Water 1" Tap Fees				
Water 1 1/2" or Greater				
Subsequent Water Connection				
Low Inflation Fees	\$ 19,000.00			
Final Impact Fees	\$ 5,320.00			
Plan Review Fees	\$ 2,969.43			
Map Fees				
Erosion Control Appl. Fees	\$ 1,900.00			
Erosion Control Penalty Fees	\$ 100.00			
Sanitary Sewer Permit Fees	\$ 600.00			
Water Permit Fees	\$ 600.00			
Water Service Line Protection	\$ 639.00			
<b>Totals per Quarter</b>	<b>\$ 52,076.43</b>			

Type of Fees		Apr-10
Enrollment Permit	\$ 300.00	\$ 190.00
Sewer Availability Fees	\$ 3,000.00	\$ 72,450.00
Sewer Tap Fees	\$ 9,000.00	\$ 11,916.00
Subsequent Sewer Connection	\$ 2,040.00	
Water Availability Fees	\$ 1,000.00	\$ 66,328.00
Water 3/4" Tap Fees	\$ 4,250.00	\$ 6,115.00
Water 1" Tap Fees		
Water 1 1/2" or Greater		
Subsequent Water Connection		
Low Inflation Fees	\$ 19,000.00	\$ 1,700.00
Final Impact Fees	\$ 5,320.00	\$ 5,400.00
Plan Review Fees	\$ 2,969.43	\$ 190.00
Map Fees		\$ 1,400.00
Erosion Control Appl. Fees	\$ 1,900.00	\$ 800.00
Erosion Control Penalty Fees	\$ 100.00	
Sanitary Sewer Permit Fees	\$ 600.00	
Water Permit Fees	\$ 600.00	
Water Service Line Protection	\$ 639.00	
<b>Total</b>	<b>\$ 54,004.90</b>	<b>\$ 144,004.90</b>

Type of Fees		Apr-10
Enrollment Permit	\$ 300.00	\$ 190.00
Sewer Availability Fees	\$ 3,000.00	\$ 72,450.00
Sewer Tap Fees	\$ 9,000.00	\$ 11,916.00
Subsequent Sewer Connection	\$ 2,040.00	
Water Availability Fees	\$ 1,000.00	\$ 66,328.00
Water 3/4" Tap Fees	\$ 4,250.00	\$ 6,115.00
Water 1" Tap Fees		
Water 1 1/2" or Greater		
Subsequent Water Connection		
Low Inflation Fees	\$ 19,000.00	\$ 1,700.00
Final Impact Fees	\$ 5,320.00	\$ 5,400.00
Plan Review Fees	\$ 2,969.43	\$ 190.00
Map Fees		\$ 1,400.00
Erosion Control Appl. Fees	\$ 1,900.00	\$ 800.00
Erosion Control Penalty Fees	\$ 100.00	
Sanitary Sewer Permit Fees	\$ 600.00	
Water Permit Fees	\$ 600.00	
Water Service Line Protection	\$ 639.00	
<b>Total</b>	<b>\$ 54,004.90</b>	<b>\$ 144,004.90</b>

**ATTACHMENT #2**

WESTFIELD PUBLIC WORKS  
MONTHLY ACCIDENT STATISTICAL REPORT  
FOR JANUARY 2011

Location	# of employees	# of Hours Worked	Employee Accidents/Incidents Month	Disabling Accidents/ Month	Lost Work Days	Restricted Work Days	OSHA Recordable Accidents	# of Vehicles	# of Miles Driven	# of Vehicle Accidents/ Incidents for the Month	Chargeable Vehicle Accidents for the Month	# of Property Damage Accidents/ Incidents	Cost of Property Damage Accidents/ Incidents
Administrative	4	421.5	0	0	0	0	0	2	1598	0	0	0	\$0.00
CSC	6	724.25	0	0	0	0	0	1	61	0	0	0	\$0.00
Water	4	697	0	0	0	0	0	7	5432	0	0	0	\$0.00
Wastewater	3	394.5	0	0	0	0	0	6	3212	0	0	0	\$0.00
Street-G/M	15	2029.26	0	0	0	0	0	17	2406.4	0	0	0	\$0.00
Dew/Con-Eng	7	909.5	0	0	0	0	0	6	2808	0	0	0	\$0.00
Inst & Controls	2	310.5	0	0	0	0	0	1	723	0	0	0	\$0.00
<b>2011</b>	<b>41</b>	<b>5486.51</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>40</b>	<b>37598</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$0.00</b>
<b>2010</b>	<b>45</b>	<b>6359</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>38</b>	<b>18588</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>

## ATTACHMENT #3

### WESTFIELD BOARD OF PUBLIC WORKS MEETING

#### *Westfield Public Works Executive Summary Progress Report*

#### 1. Village Park TIF Projects

- East Access Road – This project was bid on April 4, 2010, the Public Works Department awarded the bid to E&B Paving on September 30, 2010. Right-of-Way acquisition for the East Access Road is substantially complete for the proposed road that will run behind Marsh and Wal-Mart to connect Greyhound Pass to 151<sup>st</sup> Street.

E&B Paving has paved 151<sup>st</sup> Street in two locations and is currently installing the storm sewer and preparing the area between Greyhound Pass and 151<sup>st</sup> Street for Utility Relocations. Utility relocations will continue over the winter.

- South Union to Western Way Drive (Westfield Blvd.) - The design of this project is on hold until INDOT and Target can come to an agreement on the R/W acquisition of the Target property. The City will start survey this winter and start the design for the connection to 156<sup>th</sup> Street in 2011.

#### 2. Eastside TIF Projects – 161<sup>st</sup> Street and Carey Road. The design and engineering work continues on the 161<sup>st</sup> Street and Carey Road Round-a-bout. The design of this project is scheduled to be completed this summer, with R/W acquisition and utility coordination beginning late fall to early winter of 2010. At this time, it appears that this project will likely be scheduled for utility relocations in 2011 with construction in early 2012.

#### 3. 156<sup>th</sup> Street Bridge Relocation over the William Knight Regulated Drain between US31 and Oakridge Road. This project which consisted of removing the existing lane and half 3-sided box culvert and installing a new hydraulically sized conspan arch structure with timber guide rail features is substantially complete. This project cost of \$446,000 is funded out of the City of Westfield's Stormwater Fund. This bridge which was listed in the top 8 for replacement according to the City of Westfield Small Structure Inventory List is complete. The temporary guiderail have been removed and the timber guiderails have been installed. Only minor clean up needs to be completed.

#### 4. Downtown Thoroughfare Plan. 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. The 80% planning grant has been approved and the Notice to Proceed was issued from the

Indianapolis MPO to support traffic plan development. A presentation of the project was presented to INDOT on February 8<sup>th</sup>, 2011. INDOT is currently reviewing the plan for possible inclusion with the US 31 Major Moves Freeway Project.

5. Westside Interceptor. Atlas Excavating, Inc. is substantially complete. Remaining items to be completed consist of manhole lining and finish grading. Wetlands mitigation has been completed by Williams Creek Consulting. The interceptor sewer, if necessary, is complete and ready to accept flows from any proposed developments.
6. Beechwood Storm Sewer Project. The Beechwood Storm Sewer project is in the final design phases. The field survey, utility investigation, and engineering has been completed. VSE Engineering has finalizing plans and prepared easement documentation. This project is now shelf ready and ready to move forward pending funding.
7. Block Grant. The City of Westfield applied for the 2010 Block Grant that will consist of some drainage improvements and sidewalk connections along East Street between the Silver Lakes and Sleepy Hollow Subdivisions. The Public Works Department will defer this project until the Summer of 2011.
8. 2011 Resurfacing and Maintenance Improvement Project. The list of projects based on various factors has been narrowed down and it has been determined that this year's Project will be broken down into 3 contracts. The first contract will mainly consist of Resurfacing with Contract 2 consisting of Maintenance Improvements and this plan will be on going as winter thaw continues into spring. Contract 3 will consist of preservative and restorative seal on selected roads.
9. Towne Road Bridge Replacement over the John Edwards Drain. The Public Works Engineering Division will be drafting a RFP for design of a bridge for Towne Road. This bridge which was listed in the top 8 for replacement according to the City of Westfield Small Structure Inventory List is complete. Construction of this bridge is proposed for 2012 or 2013 depending on funding.