



**TOWN OF SMYRNA STORM WATER ADVISORY COMMITTEE
AGENDA
APRIL 15, 2024 @ 5:00 PM
COUNCIL CHAMBERS, TOWN HALL**

- I. **CALL TO ORDER**
- II. **ACKNOWLEDGEMENT OF "ADOPT-A-STREAM" VOLUNTEERS & TROPHIES**
- III. **ACKNOWLEDGEMENT OF "ADOPT-A-ROADWAY" VOLUNTEERS & CERTIFICATES**
- IV. **DISTRIBUTION OF CERTIFICATES TO SWAC MEMBERS**
- V. **INTRODUCTION OF NEW SWAC MEMBERS**
- VI. **ELECTION OF OFFICERS**
- VII. **CITIZEN COMMENTS**
Speakers are limited to (3) three minutes. Additional comments may be submitted in writing.
- VIII. **REVIEW AND APPROVE MINUTES FOR JANUARY 29, 2023 MEETING OF SWAC**
- IX. **OLD BUSINESS**
 - A. None this quarter
- X. **NEW BUSINESS**
 - A. ***Consent / Correction Agenda***
 - 1. *Vacant / Inactive Account List (1/1/24-3/31/24)*
 - B. ***Adjustment Applications***
None this quarter
 - C. ***Credit Applications***
None this quarter
- XI. **REPORTS OF OFFICERS, COMMITTEES, OR STAFF**
 - A. ***Discuss Storm Water Utility inquiries to date***
 - B. ***Presentation of Progress Report***
 - C. ***Announcement of 16th Annual Boat Day***
 - D. ***Miscellaneous***
- VII. **ADJOURNMENT**

Town of Smyrna
Storm Water Management Program
Progress Report to the
StormWater Advisory Committee
April 15th, 2024 at 5:00 PM
Smyrna Town Hall / Council Chambers

- I. Discuss the following Storm Water Management (SWM) Program achievements made from: January 1 through March 31, 2024.
- A. 188 certificates of occupancy issued this quarter were assessed for the corresponding SWU fee then reported monthly to CUD and the Town’s Public Utilities Department. In addition, all SWU fee delinquent accounts were also tracked and reported to Utilities.
 - B. Mr. Rose reviewed all grading permits, in tandem with sediment control reviews by the Stormwater Coordinator, and required the submission of as-built drawings for each and every project having its own means of detention as well as all applicable water quantity concerns.
 - C. Received 1 citizen inquiry about the Storm Water Utility (SWU) user fee.
 - D. The Stormwater Coordinator wrote this quarterly Progress Report. Staff also completed writing the quarterly report. This satisfies an MS4 permit requirement.
 - E. Reviewed 25 newly submitted sets of grading plans for eventual construction projects, during three monthly staff plan review meetings then created project files once each was Planning Commission-approved. This satisfies a MS4 permit requirement.
 - F. Began contacting developers soon after their projects were Planning Commission-approved to encourage them to pass the grading permit procedures (mailed with their Planning Department notice) on to their project manager.
 - G. Corresponded with developers and contractors about several imminent projects concerning grading permit issues. This satisfies a MS4 permit requirement.
 - H. Reviewed, commented, signed, and dated grading plans for 16 sets of newly Planning Commission-approved construction plans in preparation for grading permit issuance. This satisfies a MS4 permit requirement.
 - I. Completed sediment control measure inspections at 5 construction sites. This satisfies a MS4 permit requirement.
 - J. Facilitated grading permit pre-construction meetings for 4 new construction projects once they met all requirements, which are being electronically tracked on the Progress Table. This satisfies a MS4 permit requirement.
 - K. Issued grading permits for 4 new construction projects. This brings the annual cumulative total to 4.
 - L. Investigated 0 Illicit Discharge Detection and Elimination (IDDE) issue.
 - M. Discuss 16th annual Boat Day/Water Fest on June 22nd, 2024

No.	Project Name (Imperv. Surf. Area in sf) 1 ERU, equivalent residential unit = 3,543sf	ERU Equivalent $\frac{\text{project sf}}{3,543(\text{sf/ERU})}$	Development Type	Monthly SWU Revenue (\$) (ERU * \$3.47)	Annual SWU Revenue (\$)
1	Smyrna Storage Center; 144,365 sf ISA	40.75	Commercial	141.39	1,696.69
2	Southpark Building 9 - Aisin TI 338,484 sf ISA	95.54	Commercial	331.51	3,978.12
3	Giant Garages Boat and RV Storage 78,024 sf ISA	22.02	Commercial	76.42	917.00
4	The Vintage - Building B 117,679 sf ISA	33.21	Commercial	115.25	1,383.05
			Total	664.57	7,974.84

Monthly Total – 664.57 Annual Total – 7,974.84 (\$3.47/ERU, Equivalent Residential Unit)

- N. Patrick Owen, Environmental Tech/Sediment Control Inspector started his employment with the Town Of Smyrna in January of 2024. His impressive background combines education in Geology, experience on construction sites, and a strong command of the computer programs used by the Town of Smyrna. Patrick easily got a handle on the job duties and has been performing exceptionally well since being hired.
 - i. Organized and tracked monthly inspection calendar for all construction sites.
 - ii. Conducted semi-weekly construction inspections and electronically recorded them, and worked with supervisors, developers, builders, and engineers during **215** construction site inspections.
 - iii. Completed quarterly review of 93 known outdoor grease receptacles in Town of Smyrna
 - 1. 3 grease receptacles in violation (Letter of Warning issued to all)
 - a. IHOP: 779 Team Blvd
 - b. Sonic Drive-in: 791 Nissan Drive
 - c. El Gallito Restaurant: 415 Smyrna Square Drive
 - iv. Added data from surveyors to the newly developed Stormwater system map.
 - 1. Interns coming in to collect data and update GIS Map
 - v. Continued to work with business and property owners, et al to educate and enforce detention pond corrections.
 - vi. Number of construction lot inspections completed:
 - 1. 44 Initial Erosion Inspections
 - 2. 77 Sidewalk and Final Grade Inspections (6 of which failed Sidewalk inspections)
 - vii. Continued to work with the Public Works Director on several ongoing construction projects.
 - viii. Number of Letters of Warning/ NOV / Stop Work Orders Issued:
 - 1. 4 Letters of Warning
- O. The last SWAC meeting was held during January, with six of the seven members attending.
- P. Cris Good, our multimedia expert, entered into the program's website the following documents; Public Information and Education (PIE), Enforcement Response Plan (ERP), updated tracking numbers for several years of stream cleanups and Adopt-A-Stream events, Boat Day field activity reports, and the SWAC Historical Summary. The site looks great!
- Q. Fortunately for Smyrna there are several 'active' citizen groups, including businesses and schools that had six (6) either Adopt-A-Roadway or Adopt-A-Highway events this quarter, using thirty-three (33) volunteers. These efforts brought their annual total events to six (6) and produced 47 bags, thus an annual total of 47 bags of litter that will not end up in our streams from the Adopt-A-Roadway and Adopt-A-Highway programs.
- R. The Public Works Staff handled ten (10) citizen inquiries regarding storm water drainage issues.

MINUTES OF THE TOWN OF SMYRNA STORM WATER ADVISORY COMMITTEE

January 29, 2024

1st Item: Call to Order

The January meeting of the Town of Smyrna Storm Water Advisory Committee was held on Monday, January 29, 2024. Vice Chairman, Douglas Brown, called the meeting to order at 5:00 P.M. at Town Hall, Smyrna, Tennessee.

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

Members:

Douglas Brown
Scott Burchyett
Natashia Floyd
Bradley Heilwagen
Marquinta Richardson
William Shackelford
Absent:
Rhett Kimble

Staff:

Jeff Peach, Staff Attorney
Tom Rose
Charles King
Bradly Jordan
Tammie Mitchell
Absent:
Tammy Rankin

2nd Item: Citizen Comments

Vice Chairman Douglas Brown 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 16, 2023 Meeting

The Committee considered a motion by Bradley Heilwagen to approve the minutes of the October 16, 2023 meeting as presented. The motion was seconded by Scott Burchyett. The motion was approved unanimously. A copy of the minutes as approved is 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 12/31/23) was presented by staff. There are no accounts on the list for this period. A copy of the Stormwater Fee Vacant Account List (through 12/31/23) is attached hereto and marked as Exhibit "2". There is no motion by the Committee to approve the Vacant / Inactive Account List.

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.

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

- A. Mr. Bradly Jordan, Stormwater Coordinator reported to the Committee that since the last meeting on 10/16/23, Mr. Greg Upham has retired from the Town of Smyrna. Staff received no calls or inquiries about the Storm Water User Fee.
- B. Mr. Bradly Jordan then presented to the Committee the Storm Water Management Program Quarterly Progress Report. This report was for the period of October 1, 2023 through December 31, 2023. A copy of this Storm Water Management Program Quarterly Progress Report is attached hereto and marked as Exhibit "3".
- C. At this time, Mr. Rose answered any miscellaneous questions and discussed Boat Day 2024.

7th Item: Adjournment

There being no further business to come before the Committee, a motion was made by William Shackelford to adjourn the meeting and a second by Natasha Floyd. Without objection, the meeting was adjourned at 5:23 PM.

Submitted by:

Certified by:

Bradly Jordan, Secretary Date

Rhett Kimble, Chairman or Date
Douglas Brown, Vice Chairman

SCHOOL NAME SPONSOR'S NAME	SPONSORING GROUP	YEARS # of participants	COMMENTS/WHERE
SMYRNA H.S. Christine McGinnis / bio. A/P teacher	Biology/ Anatomy-Physiology Club	7 ('16 – '23, no '20) 10 – 20	Davis Creek wet weather conveyance from Hazelwood and Branford – Stewarts Creek
STEWARTS CREEK M.S. Kevin Welch / STEM teacher STEWARTS CREEK E.S. Nicholas Bone / teacher	Rutherford County STEM Program	7 ('16 – '23, no '20) 25 – 30 6 ('16 - '23, no '20/'21) 5 - 15	SCMS and SCES combine at one annual event; top of bank and school grounds
STEWARTS CREEK H.S. Jonathan Anderson / math teacher	Smyrna Rotary Club Michael Wilson	6 ('17 – '23, no '20) 10 – 20	StoneCrest Medical Center's rock berm located at I-24 / Sam Ridley Parkway interchange outlet
ROCK SPRINGS M.S. Chris Gray / Julie Wanker teachers	Beta Club	8 ('16 – '23) 20 – 30	Along stream bed and bank, from Paul Johns Park to one block from I-24 overpass
STEWARTSBORO E.S. Larissa Westerfield, Principal	Entire school	2 ('22-'23) 30	Pioneer Park and top of bank of wet weather conveyance