

To: Tom Klein, Town Manager
Cc: Avon Town Council

From: Ryan Cannon, Public Works Director

Date: February 2, 2007

Re: January Public Works and Parks Monthly Report

Below is a list of recent activities, projects, and their status.

Requesting Council Action

Trail to Library Recommendation

The Town budgeted \$150,000 dollars to do this project in 2006 with TIF funds. The project was not ready to be bid and so was pushed into 2007. This project was not budgeted for in 2007 but the money from 2006 went unspent and is therefore in the fund balance. We will need to appropriate the funds from the TIF Fund Balance. At the end of fiscal year 2006 the TIF fund balance was 1.7 million dollars.

American Consulting is designing this project for the Town. During the design we encountered delineated wetlands. We have three options with regards to the Wetlands. 1. We can go around the wetland with the trail. This option adds some additional length to the trail and will require us to cut down 38 trees and put up a split rail fence to prevent people from getting too close to the creek. It will also require us to plant new trees for every tree that we cut down. (Engineer Estimate \$249,978) 2. We can go through the wetlands. This option would require us to mitigate the wetlands. This means that we would need to create new wetlands in an alternative location. (Engineer Estimate \$305,644) 3. We can build a boardwalk. This option essentially allows us to go over the wetlands without disturbing the wetlands. We would then have to maintain the boardwalk which is made of wood. (Engineer Estimate \$468,708)

We are to a point that we are ready to bid the project with final approval from the Council. In consultation with American Consulting we are recommending that we go with option 1. We feel this is the most cost effective solution with the least amount of long term environmental impact and the least amount of Maintenance liability for the Town. Therefore, we are asking for authorization from the Town Council to move forward with getting bids for this project utilizing option 1.

Authorization to Seek Project Management Proposals

The Town has budgeted to perform many projects in 2007. In order to complete all of these projects I will need some help. For these projects, my staff and I either do not have the time or the expertise to get them implemented. Therefore, I would like to get authorization from the Town Council to get proposals from private companies to assist me with the following projects:

Sidewalks and Trails

We budgeted \$100,000 dollars in 2007 for trails and sidewalks. The thought behind these trails and sidewalk's is to create connections between neighborhoods, Churches, Schools and

Businesses. These projects require minor design, survey, the acquisition of easements or ROW and the creation of basic bid documents. Staff has identified locations for these connections. I recommend the Town spend 5-15k dollars of Food and Beverage Tax Fund to hire a local engineering firm to perform these functions so that by June, July, August we can be constructing sidewalks and Trails. To expedite the process, I would like to do a RFQ from local engineering companies. I will review those qualifications and request a proposal from the company that I feel has the most experience doing similar work. I would like authorization to move forward according to this recommendation.

Park Shelter and Park Maintenance Building

In 2006 the Council authorized staff to design and build a Park Maintenance Building. The design for that building is complete and ready to be bid out this spring with an estimated construction cost of \$150,000. Edwards Rigdon was hired to perform the construction management of that project and we currently have a contract with them. Part of this project was budgeted in 2006 and went unspent and is therefore in the fund balance. The cost of the project has increased though and would therefore dip into the TIF Fund Balance. At the end of fiscal year 2006 the TIF fund balance was 1.7 million dollars.

In 2007 we budgeted to build a park shelter in the area adjacent to the new parking lot. Ken Sebree did the design for this building and the estimated construction cost is \$200,000. The design is complete and I would like to move forward with bidding this project as well. The Park Shelter was in the 2007 budget in TIF.

I recommend the Town combine these projects into one project and bid them together. They require similar work and we will get better prices from contractors with higher quantities. I would also like to get a proposal from Edwards Rigdon to do the Construction Management for both of these projects and oversee the bidding of the project. Edwards Rigdon is familiar with this site and has been involved with the Parks Maintenance building and the Town Hall Property. Until I get a proposal from Edwards Rigdon I don't know how much the construction management will cost. I would like authorization to move forward according to this recommendation.

Signs and Amenities in the Park

The Town budgeted \$45,000 in Food and Beverage Tax Fund to be used for signs, bike racks and benches. I would like to use this money to put up new signs at the entrances of the Park with Maps that show where amenities are located. The Park is also in need of better informational signs. I would also like to install some additional benches around the park and install some bike racks.

I recommend that the Town get a proposal from Rundell Ernstberger Associates (REA) to design and develop better signage in the Park. Since REA will already be working in the park I also suggest that they recommend where we install additional benches and bike racks so that we can maximize their use. REA are experts in park design and specialize in landscape architecture. They have also designed all the signage for the Plainfield Parks system. I would anticipate that the cost for this service will be between \$5-10K. I would like authorization from the council to move forward according to this recommendation.

Traffic Calming

In 2006 the Town Council passed a traffic calming policy and budgeted \$45,000 to install traffic calming devices in neighborhoods. I would like to get someone on board to assist me in implementing and reviewing requests for traffic calming devices.

I recommend that the Town get a proposal from URS which employs Tom Sturmer to assist the Town in implementing and reviewing requests for traffic calming devices. Tom Sturmer wrote our traffic calming policy and has an extensive background in traffic calming measures. I anticipate that this proposal would be an on call hourly contract similar to our PW Consulting contract. I would like authorization from the council to move forward according to this recommendation.

Road Projects

CR 100 N Roundabout

Design Hearing plans are underway. We will be reporting to the council on this project at the February 22 meeting. We are going to request that the Council allow temporary closures during construction.

CR 100 S Roundabout

Utility relocation are underway. Vectren has completed their relocation. Duke energy has started their relocation. WCCD and IWC should be starting any day. AT&T is the only company that has not informed us of their relocation plans. The construction trailer for our Site inspector has been set up at the intersection. We also received our additional funding from the MPO.

CR 200 N/CR 900 E Roundabout

All information has been provided to the engineer designing this project. We are waiting for final design plans and cost estimates. The County wants this project to be built in 2007. I am not confident that the ROW and design will get done quickly enough for this to happen.

Raceway Rd / US 36

Schneider is preparing a proposal to redesign the intersection because of the new Commercial Development on the Northwest corner. We are meeting with Centre Properties next week. (NE corner) I still intend to build this improvement in 2007.

Settlement Road Improvements

Centex is designing the reconstruction of CR 200 S. Construction will hopefully begin the day that school gets out and be completed prior to school beginning. The Design for the intersection of Dan Jones Road and CR 200 S will take place later this year with construction at this intersection anticipated to take place in 2008.

Drainage and Storm Water

Drainage Project for Avon Heights

Need to have a meeting with residents. Design is complete and cost estimates are complete. Need input from residents and Town Council prior to construction beginning.

New Water Quality and Quantity Ordinance

The ordinance has been adopted. We need to advertise the fines prior to that section of the ordinance taking affect. We also need to adjust our review fees.

Fleet

New Vehicle

I budgeted for a new vehicle in 2007. I anticipate waiting until the 2nd or 3rd quarter of the year to purchase this vehicle.

Public Works

Street Lighting Policy

I am currently drafting a Street Lighting policy. When complete I will present to the PW committee for approval and forwarding to the Town Council for a recommendation for approval.

Street Lighting Installations

We are finalizing costs for lighting the entrances of 4 neighborhoods.(Oak Bend-2, Harvest Ridge-1, Hollow Brook-1, Hollow Brook West-1) We should have prices by the middle of February.

Thoroughfare Plan

The final draft is complete. I anticipate taking to the Plan Commission in February and to the Town Council for approval in March.

Street Sweeping

We are in the process of getting quotes for 2007. We plan to present at the February 22nd Town Council Meeting.

Parks

Avon Soccer Association

Dan and I have met and hope to have information to present to Avon Soccer, the Town Council and the PRBC by the end of February.

Town Hall Park Parking Drives and Utilities

Only work remaining is the installation of the Water line, electrical line and completion of the finish grading and seeding.

Trail from US 36 to CR 100 S

American Consulting is completing the preliminary design layout. I have requested that they provide a proposal to do the final design. I plan to meet with the new Township Parks Director next week to show her the Town's plans and make sure she is comfortable with what we are proposing.

Annexation

Bremner Healthcare

Public Hearing to be held March 8th. Adoption March 22nd and will become effective end of April.

Computers

WIFI

I am getting quotes to make the Town Hall Wireless.

Computers

We are replacing 2 computers that are still running windows 98 and purchasing a scanner.

Development – Infrastructure

No current activity weather is too cold.