

M<sup>c</sup>CORDSVILLE  
ANNUAL REPORT

2018



# INTRODUCTION



*The Mt. Comfort Corridor Stellar Team presents their Regional Development Plan before State leaders.*



*The 150 acre site where the Town Center may eventually be located.*



*Intersection improvements at CR 600W and Broadway help alleviate traffic congestion (when there isn't a train).*



*Development begins on the McCord Pointe subdivision site.*



*The fourth annual McCordsville Path to Fitness 5K takes off from the Hancock Wellness/Hancock Health parking lot.*

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# 2018 IN REVIEW – ANNUAL REPORT EXECUTIVE SUMMARY

It is hard to know where to begin when it comes to 2018. So many initiatives made 2018 an incredibly busy and productive year. From being a Stellar finalist, to being awarded more than \$650,000 in Community Crossings funding to beginning the detailed work of developing a concept for Town Center and determining what type of development might thrive in Town Center, to being selected as an area of interest for study by the Urban Land Institute (ULI), we thrived and survived.

Building permits once again continued to climb, out-pacing 2017. There were 106 residential building permits issued in 2018, up from 88 in 2017. McCord Pointe and Stone Grove subdivisions began showing signs of infrastructure development and the area for Weaver's Landing was successfully annexed into the Town and infrastructure work will begin in 2019. New single-family home prices increased from an average of \$283,000 in 2017 to \$298,000 in 2018. Since 2000, the Town has grown from 1,132 to 7,712 or 580 percent. And, we received the designation of third fastest growing community in the State.

After months of study, a Parks Impact Fee was adopted by the Town Council. The additional fee of \$832 will go to fund future park open space and trails needs. The Town also participated



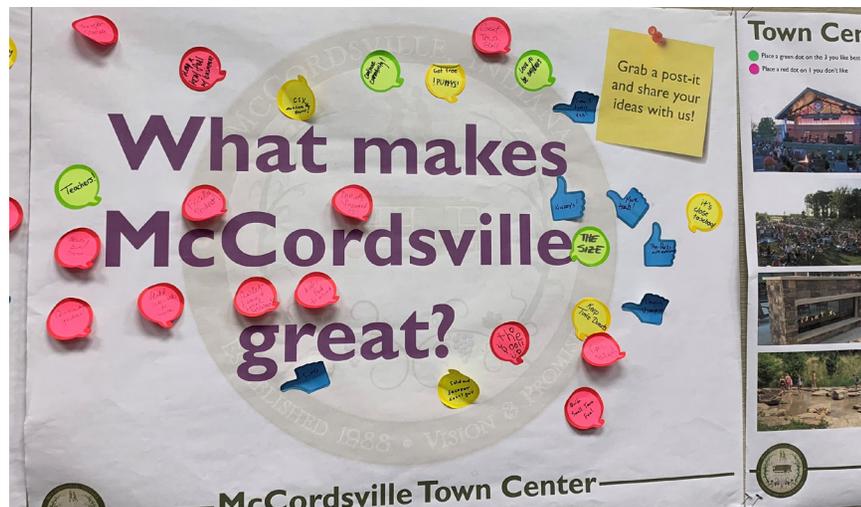
with Hancock County and the other municipalities in Hancock County on the development of a County-wide Trails Plan. The Plan was successfully adopted by the County Commissioners in December and will soon become a part of the trails plan for each of the communities.

The Engineering and Planning Departments continued to look for grants to help fund needed road improvements, specifically the traffic congestion caused by the CSX railroad tracks. While not successful in being awarded grants yet, the departments will continue to press forward looking for other grant funding opportunities to help in what we know is an issue that must be solved. In the meantime, intersection improvements at Broadway and CR 660W will help to alleviate some of the stacking that occurs during peak traffic times.

# 2018 IN REVIEW – ANNUAL REPORT EXECUTIVE SUMMARY

We have now gone paperless as all permits must now be submitted through the iWorQ platform. This will help us begin to cut down on paper, as well as storage space that was once needed to store all that paper.

A new trash fee was authorized by the Town Council to help pay for the service. This caused the Utility Department to manually update 2,498 customer accounts to add the trash fee. A total of 53 lien payments were collected from the County totaling \$9,657 and 2,949 penalties were billed for a total of \$20,109.



*Stakeholders and community members came together to brainstorm on a concept for the McCordsville Town Center.*

A new Public Works Garage was placed into service, providing cover for all of the Town's equipment. A savings of \$367,928 was realized by using the Geo-Tube sludge disposal system (over the hauled sludge disposal amount we had been using prior to Geo-Tube). Through the Community Crossings awards we were granted in 2017 the Town was able to mill and resurface CR 600W from CR 705N to CR 700N and mill and resurface CR 900N from CR 600W to CR 700W. Design work was also started on an expansion to our wastewater treatment plant.

We continued to support community events, including the Easter Egg Hunt (in 2018 it was a "drive-through" hunt due to excessively wet weather conditions), the McCordsville Path to Fitness 5K, Trunk-or-Treat and the Christmas Tree Lighting. Also, new in 2018 the Town hosted a National Night Out event spotlighting the efforts of our public safety community.

Sincerely,

Members of the McCordsville Town Council

**Larry Longman**, *President* (District 3)

**Barry Wood**, *Vice President* (At Large)

**Brandon Williams** (District 1)

**Bryan Burney** (District 2)

**Tom Strayer** (At Large)

# ADMINISTRATION

## PROJECTS

- Park Impact Fee completed and adopted by the Town Council in August.
- Worked with the Stellar “team” of Cumberland, New Palestine and McCordsville throughout the year. We were named one of the finalists, but did not win one of the two final spots.
- Conducted a Survey Monkey survey regarding trash collection and worked on helping to establish the trash fee. Also worked with CGS on deployment of free totes townwide.
- Worked with the new Fortville/Vernon Township Librarian on having library events at Town Hall, as well as a free “mini” lending library.
- The Redevelopment Commission completed their “visioning” process with the aid of the Veridus Group.
- Also, with the assistance of the Veridus Group, individual meetings were conducted with the three owners of property that would make up the Town Center area. This was to get the landowner support of the process.
- Sent out a Request for Proposals to five qualified planning firms to start the Town Center planning process. The Redevelopment Commission selected Context Design and the process started in early spring. A Town Center Steering Committee was established and several meetings as well as three “pop-up” events were held to gather input and support.
- Provided staff support to the ad hoc Noise Committee, which met throughout the summer. An amended noise ordinance was adopted in December.

# ADMINISTRATION

## PROJECTS *(continued)*

- Sent out a Request for Proposals for a firm to conduct a market/gap analysis that would go hand-in-hand with the Town Center Planning. The Redevelopment Commission selected the Veridus Group. A Market Analysis Advisory Committee was formed and they met several times during the course of the study.
- Worked with all of the Hancock County towns, the City of Greenfield and Hancock County on the County-wide Trails Plan, which was adopted at the end of 2018.
- Started to help develop information needed for the Urban Land Institute.
- Started process with the Redevelopment Commission to establish an Economic Development Area on CR 600W.
- Facilitated annual update of the Economic Development Plan with the Redevelopment Commission.



*The Town Center Advisory Committee met several times in 2018 and will continue meeting in 2019.*

# ADMINISTRATION

## MEETINGS & COMMUNICATION

- Spoke to the Resident's Council at Traditions at Brookside.
- Spoke to the Fortville/McCordsville Chamber.
- Spoke to the Greenfield Chamber along with the Town Manager's of Cumberland, Fortville and New Palestine.



*Bryan Burney, Tom Strayer and Barry Wood from the McCordsville Town Council, along with Town Manager Tonya Galbraith, cut the ribbon at the opening of Trax BBQ.*

- Spoke to the SPEA Executive Education Class and SPEA undergrad class.
- Continued attending County Redevelopment Commission meetings and continued to serve on the board of the Hancock Economic Development Council, Aim Legislative Committee and Executive Board, the Hancock Health Foundation and Women Helping Women committee, the Indiana Municipal Management Association Board, the MVCSC Cities/Towns/Schools meetings, the Public Service Advisory Board and finished my six and last year on the Mt. Vernon Education Foundation.
- Served as a panelist on a workshop during the Aim Conference.
- Cut the ribbon at the opening of Trax BBQ.
- Spoke to the Hancock County MIBOR along with the Town Managers of Cumberland and New Palestine.
- Wrote several press releases regarding the town center development and market analysis, which several local media outlets picked up.

# ADMINISTRATION



*Council members Bryan Burney and Larry Longman, along with Avery Longman and overall winner Tom Duh Relax after the run.*



*McCordsville Police and McCordsville Fire Departments were well represented at National Night Out.*



## EVENTS

- The Easter Egg Hunt was actually a Easter Egg drive-thru in 2018 due to extremely wet weather conditions. The Easter Bunny was still on hand, though.
- Participated in Indy Dress for Success.
- Planned our 4th Annual McCordsville Path to Fitness 5K.
- The Trunk-or-Treat was again a big hit.
- The Tri-County Connector was officially opened.

- Planned the annual Christmas Tree Lighting event and annual appreciation Holiday Party.
- Coordinated our first National Night Out Event. It was touch and go for most of the day as to whether it would be inside or out due to the threat of storms. We ended up outside and it was as steamy as it could be, but we had a big crowd.

# PLANNING AND BUILDING

## STAFF

### ■ **Ryan Crum, Director**

Ryan was hired to serve as the Town's first Director of Planning and Building in the spring of 2013. Prior work experience includes serving as a Planner and Senior Planner for the Town of Fishers for 7 years. Ryan is a 2005 graduate of Ball State University with a Bachelor of Urban Planning and Development. He is a certified planner through the American Institute of Certified Planners (AICP) and completed the Certified Public Manager (CPM) program at Ball State University in 2018.

### ■ **Michelle Strader, Administrative Assistant**

Michelle was hired as the Town's Planning and Building Administrative Assistant in December 2016. Prior administrative experience includes work for the Indianapolis Airport Authority and the Porter County Commissioners and Council. Michelle is a 2005 graduate of Purdue University North Central with a Bachelor's in English.

# PLANNING AND BUILDING

## STAFF

### ■ Mike Cousins, Building Inspector

Mike was hired to serve as the Town's first Building Inspector in 2012. He began working for the Town in 2001 under the Public Works Commissioner. He is a 2012 graduate of Penn Foster Career School, completing the National Electric Code 2011 and Residential Electrician courses. He has since been certified through the International Code Council as a residential building inspector and is currently studying to become certified in commercial building codes. Mike also sits on the Town's Architectural Review Committee and the Advisory Planning Commission.

### ■ Jack Spaulding, Building Inspector

Jack was hired as a Building Official for the Town of McCordsville in March 2018. He attended college at Ball State University and moved to Southern California in 1978 and attended Cypress College in Cypress, California. Jack majored in Business and Construction Management, obtained a California General Contractors License in 1988 and worked in the Building Industry as a Tradesman and Project Manager for over 22 years. He began working as a Building Inspector and Investigator for the Federal Emergency Management Agency in 1994 and worked on the Northridge Earthquake Disaster in Northridge, California. Jack has worked as a Building Inspector for over 24 years. He previously worked for the City of Indianapolis, The Marion County Sheriff's Department, the Indianapolis Airport Police Department, the City of Westfield, and the Town of Brownsburg. Jack has obtained multiple certifications through the State of Indiana and the International Code Council. He is an active member of the Indiana Association of Building Officials for over 22 years and serves on the IABO Education Committee.

# PLANNING AND BUILDING

## BOARDS AND COMMITTEES

### ■ 2018 Plan Commission (PC)

Members: President Devin Stettler, Vice President John Price, Mike Cousins, Steve Duhamell, Tom Strayer, Barry Wood and Jon Horton.

Case #	Meeting	Petitioner	Location	Request	Decision
PC-16-009	2/20/2018	Fischer Homes	Villages at Brookside, Section 13	Development Plan and Secondary Plat	approved
PC-17-003	2/20/2018	CalAtlantic Homes	McCord Point, Section 1	Development Plan and Secondary Plat	approved
n/a	3/20/2018	Matt & Misty Ewing	CR 900 N	Ewing Property, Zoning Recommendation	favorable recommendation
n/a	3/20/2018	William & Brenda Eldridge	CR 900 N	Eldridge Property, Zoning Recommendation	favorable recommendation
PC-18-001	4/17/2018	Daniels Vineyard	9061 N 700 W	Zoning Commitment Modification	favorable recommendation
PC-18-003	6/19/2018	Weaver's Landing	900 N	Rezone to PUD	continued
PC-18-004	6/19/2018	n/a	n/a	Recreation Impact Fee Study	favorable recommendation
PC-18-001	6/19/2018	Daniels Vineyard	9061 N 700 W	Zoning Commitment Modification	continued
PC-18-003	7/17/2018	Weaver's Landing	900 N	Rezone to PUD	favorable recommendation
PC-18-001	7/17/2018	Daniels Vineyard	9061 N 700 W	Zoning Commitment Modification	continued
PC-18-002	7/17/2018	Geist Montessori Academy	6058 W 900 N	Development Plan and Secondary Plat	continued
PC-18-001	8/21/2018	Daniels Vineyard	9061 N 700 W	Zoning Commitment Modification	continued
PC-18-002	8/21/2018	Geist Montessori Academy	6058 W 900 N	Development Plan and Secondary Plat	approved
PC-18-001	9/18/2018	Daniels Vineyard	9061 N 700 W	Zoning Commitment Modification	continued
PC-18-005	9/18/2018	n/a	n/a	2018 Zoning Ordinance Updates	discussion only

# PLANNING AND BUILDING

## ■ 2018 Plan Commission (PC) Continued

Case #	Meeting	Petitioner	Location	Request	Decision
PC-18-001	10/16/2018	Daniels Vineyard	9061 N 700 W	Zoning Commitment Modification	continued
PC-18-005	10/16/2018	n/a	n/a	2018 Zoning Ordinance Updates	discussion only
n/a	10/16/2018	Michael Nation	CR 1000 N	Zoning Recommendation	favorable recommendation
PC-18-001	12/18/2018	Daniels Vineyard	9061 N 700 W	Zoning Commitment Modification	continued
PC-18-005	12/18/2018	n/a	n/a	2018 Zoning Ordinance Updates	approved
PC-18-006	12/18/19	CalAtlantic Homes	McCord Pointe, Section 3	Development Plan and Secondary Plat	Approved
PC-18-007	12/18/19	Fischer Homes	Woodhaven, Section 7	Development Plan and Secondary Plat	Approved

# PLANNING AND BUILDING

## BOARDS AND COMMITTEES

### ■ 2018 Board of Zoning Appeals (BZA)

Members: President Corey Karn, Vice President Steve Duhamell, Secretary Grant Adams, Dan Vail and Jon Horton.

Case #	Meeting	Petitioner	Location	Request	Decision
BZA-18-001	3/7/2018	No Coast Cuisine	7724 Depot St.	Special Exception	approved subject to conditions
BZA-18-002	4/4/2018	MVCSC	Elem School	Sign Variance	approved subject to conditions
BZA-18-003	6/6/2018	Andrew & Carrie Erdos	6643 W Silverthorne Dr	Variance to construct in-ground pool	approved subject to conditions
BZA-18-004	6/6/2018	MVAH (Senior Lofts)	8356 N 600 W	Special Exception/Development Standard Variances	approved subject to conditions
BZA-18-005	7/3/2018	Jennifer Sweet	6540 W May Apple Dr	Special Exception	approved subject to conditions
BZA-18-006	7/3/2018	Matt & Misty Ewing	W 900 N	Variance to construct new single-family house	approved subject to conditions
BZA-18-007	9/5/2018	Renee Morales	7611 N 600 W	Special Exception	approved subject to conditions

# PLANNING AND BUILDING

## BOARDS AND COMMITTEES

### ■ 2018 Architectural Review Committee (ARC)

Members: Chair Mike Cousins, Vice Chair Tom Strayer, Shirley Jacobi, Chad Gooding, and Barry Wood.

Case #	Meeting	Petitioner	Location	Request	Decision
n/a	1/16/2018	Woodstock Homes	Geist Woods Estates, Lot 47	new single family home	approved
n/a	1/16/2018	Silverthorne Homes	Geist Woods Estates, Lot 25	new single family home	approved
n/a	4/17/2018	Fischer Homes	Woodhaven	new home model and elevation approval	approved
n/a	4/17/2018	Fischer Homes	Villages at Brookside	new home model and elevation approval	approved
n/a	5/30/2018	Drees Homes	Geist Woods Estates	new single family home	approved with contingencies
n/a	6/19/2018	Matt & Misty Ewing	W 900 N	new single family home	approved with contingencies
n/a	7/17/2018	Fischer Homes	VBS and WH	addition of the Avery Model	approved with contingencies
n/a	8/21/2018	Silverthorne Homes	Stone Grove	product line approval	approved
n/a	8/21/2018	Geist Montessori Academy	600 W and 900 N	new school	approved

# PLANNING AND BUILDING

## BOARDS AND COMMITTEES

### ■ 2018 Technical Advisory Committee (TAC)

Members: Chair Ryan Crum, Mel Branson, Mike Cousins, Ron Crider, Steve Gipson, Les McConnell, Harold Rodgers and Mark Witsman.

Case #	Meeting	Petitioner	Location	Items Reviewed	Decision
PC-17-003	1/4/2018	CalAtlantic Homes	McCord Pointe, Sec 1	Development Plan and Secondary Plat	TAC comments issued
PC-18-007	6/7/2018	Fischer Homes	Woodhaven, Sec 7	Development Plan and Secondary Plat	TAC comments issued
PC-18-002	7/5/2018	Geist Montessori Academy	600 W and 900 N	Development Plan	TAC comments issued
PC-18-006	10/4/2018	CalAtlantic Homes	McCord Pointe, Sec 3	Development Plan and Secondary Plat	TAC comments issued
PC-18-008	12/6/2018	CalAtlantic Homes	McCord Pointe, Sec 2	Development Plan and Secondary Plat	TAC comments issued
PC-18-003	12/6/2018	DR Horton	Weavers Landing, Sec 1	Development Plan and Secondary Plat	TAC comments issued

# PLANNING AND BUILDING

## PERMITS ISSUED

<b>+ Residential Building Permits by Subdivision</b>	
Geist Woods Estates	3
McCord Pointe	1
Stone Grove	1
Villages at Brookside	46
Woodhaven	54
Other	1
<b>+ Improvement Location (ILP)</b>	<b>49</b>
<b>+ Right-of-Way</b>	<b>111</b>
<b>+ Sign</b>	<b>6</b>

**333**

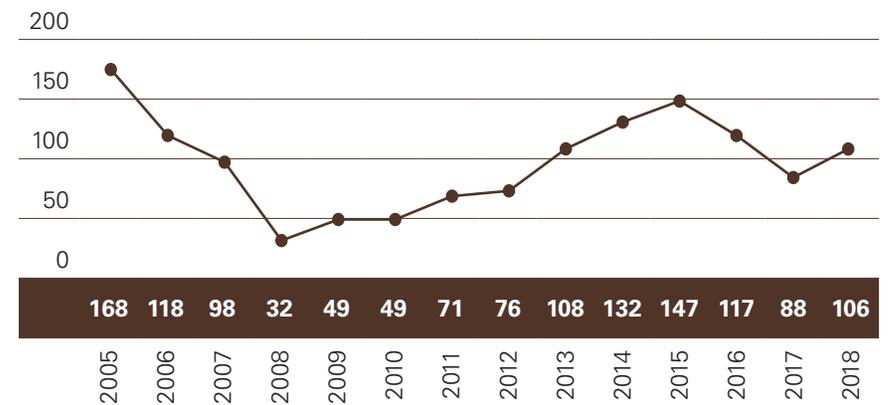
**Total permits issued in 2018**

**Up From 2017**

**106**

**New single-family home permits in 2018**

**New Residential Permits by Year**



# PLANNING AND BUILDING

## BUILDING INSPECTIONS SUMMARY

Above Ceiling	4
Temp Electric	125
Footing	131
Foundation	46
Underslab	52
Foundation/Underslab	73
Rough-in	300
Energy	101
Final	230
C of O	158
Other	37
<b>Total</b>	<b>1,258</b>
<i>Re-inspections</i>	<i>264</i>

- In 2018, there were a total of 1,258 inspections completed. This is a decrease from 1,307 inspections completed in 2017.
- Of the 1,258 inspections in 2018, 264 were re-inspections. This is a decrease from the 326 re-inspections completed in 2017.
- Examples of inspections listed as “Other” are room additions, basement remodels, etc.

1,258

**Building inspections  
completed in 2018**

# PLANNING AND BUILDING

## MISCELLANEOUS DEPARTMENT STATISTICS

<b>\$298,412</b> Average sales price – new single-family homes (Up from 2017)	<b>3,277 sf</b> Average living area size – new single-family homes	<b>3,982 sf</b> Average total area size – new single-family homes	
<b>2%</b> Corporate limits increase in area (Town limits: 7 square miles)	<b>7,712</b> Est. town population	<b>42.15</b> Road miles	<b>\$132,146.24</b> Planning and Building fees collected

### Major Development Projects Completed

- McCord Pointe and Stone Grove bring new lots to market
- Weavers Landing is approved (lots expected to market in 2019)
- Two voluntary annexations completed (Weavers Landing and Nation)

### Residential Growth

- Single-family permits bounced back from a slower year in 2017. We expect this trend to continue with three new subdivisions bringing lots to market in 2018
- 4% growth rate in 2018
- 11% compound annual growth rate since the 2000 Census
- 6% annual growth rate from 2018 through 2020 would see the Town's population rise to approximately 8,665 by the end of the decade
- Since 2000, the Town has grown from 1,132 to 7,712 (580%)

# PLANNING AND BUILDING

## INITIATIVES AND GRANTS

### Major Development Projects Completed

- Town awarded over \$600,000 in Community Crossing Grants for road maintenance projects on CR 600W and CR 600N
- Town was named a Regional Stellar Finalist
- Town's development processes were taken digital with the roll-out of iWorQ
- Town Center Master Plan study gets underway (to be completed in 2019)
- Town completed a Market Analysis
- Update to the Town's Zoning Ordinance completed
- Town staff participated in the County-wide Trails Plan, which was adopted by the County Commissioners in late 2018
- Conceptual Design for grade separation over railroad tracks on current alignment completed
- Mt. Comfort & W. Broadway intersection improvements completed
- Park Impact Fee Study and Ordinance adopted

# PLANNING AND BUILDING

## LOOKING FORWARD TO 2019

### Development Projects

- Geist Montessori Academy's new campus to be completed by fall
- Weavers Landing will break ground
- McCord Pointe & Stone Grove will have a full year of lot sales
- Continued residential and commercial interest

### Initiatives and Grants

- ULI Advisory Services Panel
- The Town along with Context Design will complete a Town-wide Bicycle and Pedestrian Master Plan
  - As a sub-set to the Bike/Ped Plan the Town will seek to complete a Corridor Plan for CR 900N from Mt. Comfort to CR 700W
- Parks Board will be conducting an analysis of potential parkland for the future expansion of the town's park system
- Town will develop a "Clean Water Program"
- Town will submit Community Crossing application(s) during the summer call
- Town to continue to evaluate options for traffic upgrades on Mt. Comfort Road

# PUBLIC WORKS

## 2018 ACCOMPLISHMENTS

149.4

Million gallons of  
wastewater treated

### Wastewater

- (2018) Treated 149.4 million gallons of wastewater at 82% plant capacity. (2017) Treated 143.3 million gallons at 79% plant capacity. Our overall treatment for the plant (in percent removal) was BOD 97%, Suspended Solids 98%, Ammonia, 99% and Phosphorus 85%.
- Our total cost of disposal was \$108,550.99 at .04 cents per gallon (if hauled, this amount would have been \$476,479.42 at .17 cents per gallon) resulting in a savings of \$367,928.00.

- Carl Marlett took classes and completed the required IDEM testing for his Class II Waste Water license.
- Inspected and approved 52 sewer lateral inspections.
- Completed 1,973 sewer locates.
- Purchased three new pumps this year. One at Bay Creek Lift Station (\$14,335.28), one at Railroad St. Lift Station (\$4918.50), and one at the plant Lift Station (\$6595.00). We also had two pumps rebuilt. One at Bay Creek Lift Station (\$5,283.77) and one at the plant Lift Station (\$2,770.06).

2.77

Million gallons  
of sludge hauled

# PUBLIC WORKS

## 2018 ACCOMPLISHMENTS CONTINUED

### Street Department

- Milled and resurfaced 600W from 750N to 700N through the Community Crossing grant award.
- Milled and resurfaced 900N from 600W to 700W, Community Crossing grant award project.
- Crack sealed Deer Crossing.
- Completed the Public Works garage.
- Purchased the new street sweeper (\$193,065). New Palestine purchased the 2004 sweeper for \$17,500.
- Purchased new mower for the town's r-o-w's. We received \$5,850.00 for trade-in on the old mower and purchased the new mower for \$4,750.00.
- Purchased 200 tons of road salt. \$17,68600.
- Submitted another 2.89 road miles to the State of Indiana, that brings our road miles to 42.945.



**Completed the  
Public Works garage**

- Renewed the contract with private contractors for snow removal.
- Used 400 bags of asphalt patching material. Total cost of \$4,600.
- Completed another \$20,000 for the ADA sidewalk ramp replacement.



**Collected 21 cubic  
yards of debris with  
the street sweeper**

### Storm Water

- We currently have three storm water projects started, CR- 800N ditch, CR- 500N and the Hanna St. storm water project.
- Collected 21 cubic yards of debris with the street sweeper.

# ENGINEERING

## 2018 ACCOMPLISHMENTS

- Community Crossings grant applications – co-prepared two grant applications for an award totaling \$659,343.
- Submitted local TRAX application.
- Submitted MPO fall call application for 600W Bridge project.
- Assisted with Stellar application and presentation.
- Asset Management Plan – updated, submitted and approved by LTAP. This was required as part of Community Crossings grant application.



*New turn lanes on CR 600W help to alleviate traffic stacking.*

**\$659K**

## Total for the two largest grant awards through Community Crossings

- 600 West study by A&F Engineering revised based on staff comments. Presented at town council retreat.
- Town Council Chambers and conference room A/V upgrades planned and presented to Public Works and Town Council.
- WWTP Design Scope Study – solicited contract, got approved and worked with Whitaker and PW staff to complete the study.
- WWTP Expansion project – solicited RFP, contract approved, design begun.
- MS4 permit renewal – NOI and Part A completed.
- MS4 Audit preparation – contracted with Burke and completed preparation. No audit yet.
- Stormwater Ordinance Update – arranged cost sharing contract with Hancock County and Greenfield. Met over the year on draft ordinance and revisions.
- iWorQ implementation along with Planning and Building staff.

# ENGINEERING

## 2018 ACCOMPLISHMENTS CONTINUED

### Developments

- Woodhaven Section 5B completed.
- Woodhaven Section 6A and 6B completed.
- McCord Pointe offsite sanitary sewer – plans approved and constructed.
- McCord Pointe Section 1A – plans approved and constructed.
- McCord Pointe Section 1B – plans approved and constructed. Punch list items pending.
- Stone Grove – plans approved and constructed.
- Villages at Brookside Section 13A constructed.
- Geist Montessori School – development review.
- Woodhaven Section 7 – development review.
- Plats recorded: Woodhaven Section 6A & 6B, McCord Pointe Section 1A, Stone Grove, Villages at Brookside Section 13A.
- Drainage reviews approved: Woodhaven Section 6B, Stone Grove, and Villages at Brookside Section 13.

### Projects

- 600 West and SR 67 Intersection Improvements – bid, awarded and constructed.
- 2017 Community Crossing project – 600 West from 750N to 650N constructed.
- 2017 Community Crossing project – 900 North from 700W to 600W constructed.
- Public Works Garage constructed.
- Timber Guardrail along 700 West constructed.
- Turn Lane for Northbound 600 West at 1000 North constructed.
- Town Wide Crack Seal project constructed
- Champion Lake Sewer Extension – easement acquired, bid and constructed.

22

**Number of projects  
completed by the Engineering  
Department in 2018**

# ENGINEERING

## 2018 ACCOMPLISHMENTS CONTINUED

- Elementary School Sewer Repair project – located problem, defined scope, solicited quotes, got approval, and had the repair made with minimal delay to Champion Lake Sewer Extension project.
- Gateway Crossing Blvd. and Kensington Way project constructed.
- Hanna/Center Storm Sewer project – construction drawings completed and utility coordination underway
- Stansbury & Schultz Ditch Relocation – coordinated with IDNR, IDEM, and USACE on permit approval, requirements, and tree mitigation. Negotiated with property owner and Hancock County Surveyor on design revisions.
- 2018 Community Crossing project – 600 West from 1000N to N. Railroad St. designed and bid.
- 600 North mill and resurface project designed and bid.
- Town Hall Patching project designed and bid.
- Town Wide Crack Seal project - designed.



### **Elementary School sewer repair project completed with minimal delay to another sewer extension project**

- Prepared Crack Seal project quote with award and construction in spring of 2018. Quote amount is \$34,450 and within budget.
- Coordinated with VS Engineering on design of CR 700 West Guardrail. Bid and award amount is \$28,250 and within budget with construction in spring of 2018.
- Coordinated with VS Engineering on design of CR 600West right turn lane at CR 1000 North. Bid and award amount is \$28,347 with construction in spring of 2018.
- Relocation of the Stansbury & Shultz Ditch – Continued design by Banning Engineering and preparation for submittal to DNR.

# UTILITIES

## 2018 ACCOMPLISHMENTS

**\$9.6K**

**Collected a total of 53 lien payments from the County totaling \$9,657.95.**

- Manually went into all 2,498 customer accounts and added trash, changed the semi-annually stormwater billing to monthly billing, and then sequenced all the service rate codes to pay according to the new trash ordinance.
- Added 2,000 tokens to CUBIC to allow for the trash service to be added to each account.
- Utility representative attended and graduated from Leadership Hancock County - assigned to organize five County Primary Debates.
- Organized storage room and destroyed 22 boxes of documents per retention schedule.
- Collected \$905.90 by selling CGS bag stickers for \$.90 each and bulk stickers for \$4.30 each.
- Issued 32 refunds to customers for a total of \$1,273.57.
- Hired a new employee and started training.
- Filed 46 liens in 2018 totaling \$9,120.04.
- Collected a total of 53 lien payments from County for a totaling \$9,657.95 which included:
  - 2 lien payments, totaling \$406.75 for liens filed 2016
  - 21 lien payments, totaling \$4,279.50 for liens filed in 2017
  - 30 lien payments, totaling \$4,971.70 for liens filed in 2018
- 29 lien releases filed in 2018:
  - 21 for payments received in 2017
  - 8 for payments received in 2018
- Set up and started billing 143 residential accounts for new sections in Villages of Brookside, Woodhaven, McCord Pointe, and Stone Grove.

# UTILITIES

## 2018 ACCOMPLISHMENTS CONTINUED

- Trash count went from 2,462 at the end of 2017 to 2,559 at the end of 2018.
- Signed up 146 ACH accounts in 2018- ACH payments increased from 16,676 for 2017 to 18,052 for 2018.
- Credit card payments increased from 310 for 2017 to 387 for 2018.
- Online/ internet payments increased from 6,084 in 2017 to 6,951 in 2018.
- Updated multi-property addresses and spreadsheet with new billing address and new commercial property for Lennar, Cerberus, new Traditions at Brookside, and Barratt Asset Management (Gateway Crossing Apts).
- Continually updating accounts with GIS and county information to show correct information.

**\$20K**

**Billed 2,949 penalties  
for a total of \$20,109.99**

- Continued updating all parcel numbers to the same format and corrected wrong parcel numbers within Cubic.
- Updated the neighborhood address books to include all new sections and lots platted in 2018.
- Scanned all customer forms and ach forms from 2018 and attached to each individual account in Cubic software.
- Billed 2,949 penalties for a total of \$20,109.99.

# FACILITY RENTALS

## 2018 COMMUNITY ROOM USAGE

**56** Total uses of Community Room in 2018

Contact Person	Purpose	Uses
Michelle Tooke	Girl Scout Meetings	14
Angie Foley	Girl Scout Meetings	10
Jessalyn	Girl Scout Meetings	5
	HOA Bay Creek East	1
John Crawford	HOA Bay Creek East	1
	HOA Woodhaven	2
Kim Boyd	HOA Timberstone	1
Lauren Mullen	HOA Carroll Crossing	1
Lee Clouse	HOA Emerald Springs	1
Christafer McDuffie	Birthday Celebration	1
Staci Starcher	Commissioner Debate	1
Tonya Galbraith	GRSC	1
Jessica Schrader	Einertz Elder Law	2
Mona Gould	Edward Jones	1

Contact Person	Purpose	Uses
Patricia Kilgore		1
Andrea Kernodle-McCauley	Birthday Celebration	1
Shontelle Lackey	Graduation Open House	1
Elizabeth Oreck	Graduation Open House	1
Mary Webb	Graduation Open House	1
Marissa True	Celebration	1
Karina Maldonado	Wedding	1
Tina Pittman	Celebration	1
Cindy Stettler	Graduation Open House	1
	Ad Hoc Noise Meeting	1
Cynthia Hackerson	Wedding	1
Staci Starcher	Hancock County Arts	1
Karina Bennet	Baby Shower	1
Jeanette Cook	Birthday Celebration	1

# FACILITY RENTALS

## 2018 SHELTER AND ATHLETIC FIELD USAGE

Contact Person	Purpose	Uses
	Easter Egg Hunt	1
	National Night Out	1
	Christmas Tree Lighting	1
Jason Stachman	Birthday Celebration	1
Patricia Kilgore		1
	Sporting Indy Soccer	8

**13**

**Total uses of Shelter and Athletic Field in 2018**



*The McCordsville Elementary School choir makes beautiful music during the annual Christmas tree lighting.*