

# TOWN OF Brownsburg

Official Town Newsletter for the Residents of Brownsburg Fall 2016

## FROM THE TOWN MANAGER'S OFFICE

If you've seen local news lately, you know Town Council has been considering important business that will impact residents. For one, they've discussed the expansion of the Wastewater Treatment Plant and sewer system improvements. The plant, put online about 30 years ago to serve a population of 8,000, operates at about 80 percent capacity.

The improvements are much needed, not only to accommodate growth but to also ensure we are compliant with new environmental regulations. Funding the project means a sewer rate increase for utility customers, which will be phased in over the next four to five years. Full details about the project are on the Town's website, [www.brownsburg.org](http://www.brownsburg.org).

Another is the proposed \$48.9 million budget for 2017. The process takes months, and the budget adopted by the council determines what projects will be funded. Thanks to continued growth in assessed value, we are able to cut the Town tax rate for the fifth year in a row! Read more about the budget in this issue.

The tax cut is just one of many accomplishments this year. The Tilden Road reconstruction and drainage project is complete, and the separation of storm and sewer makes a huge difference on the outflow of rain water to the treatment plant.

We opened the South Green & CR 300N roundabout, improving both traffic flow and safety at this heavily traveled intersection. We also opened the new gateway and trailhead at the N. Green Street and Interstate 74 interchange. The path connecting the gateway north under I-74 is under construction and new sidewalks were put in along West Northfield Drive and North Green Street near K-mart to make travel safer for pedestrians.

Town employees and officials work hard to improve Brownsburg's quality of life. We hope that you'll be engaged and contribute your feedback. We offer many ways to stay in-the-know, from public meetings to social media. Read about those in this issue and connect with us!

### CONNECT WITH US!



Town of Brownsburg



@BrownsburgIN

## NEXT RESIDENT ACADEMY STARTS IN JANUARY

The next Town of Brownsburg Resident Academy is planned for this winter. The first class of 38 residents participated in the Resident Academy last year to learn about municipal operations and how services are delivered. The six-session program includes a mix of instruction and hands-on interaction with Town departments.

Set to begin at the end of January, the Resident Academy sessions will be held in various Town facilities, allowing for tours and an up-close view of day-to-day responsibilities and operations. Participants will learn about the budget process and its limitations and how their tax dollars are used to deliver municipal services and programs - from administration and parks to public works and public safety.

If you're interested in learning more about how local government operates, watch for Resident Academy registration information on the website, [www.brownsburg.org](http://www.brownsburg.org), and Town Twitter and Facebook pages.

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## CAPITAL PROJECTS UPDATE

### S. Green & CR 300N

**Roundabout** – The new roundabout at S. Green Street and County Road 300N opened to traffic in September. The \$1.4 million project eases congestion and improves safety at this heavily traveled intersection.



### Ronald Reagan Parkway –

Construction of the 1.7-mile section of Ronald Reagan Parkway from CR 300N to US 136 is expected to be complete next summer. Construction costs total just more than \$20.2 million, half of which is funded by the Urban Surface Transportation Program. The Town of Brownsburg will contribute \$7.4 million and Hendricks County will fund \$2.7 million of the costs to complete construction of the last leg of the county's major north-south connector.

**N. Green/I-74 Gateway** – Construction is underway on Phase III of the gateway project to extend a trail/sidewalk from the new trailhead in front of the St. Vincent medical office under the I-74 overpass along the east side of N. Green Street. The \$500,000 project includes landscaping north of the overpass, pedestrian oriented overhead lighting and a potential recreational trail northeast to access residential areas in the Whittington Estates subdivision.

### Brownsburg Village Center Sidewalk

– Construction was completed this summer on a sidewalk that links from Roland Manor to Chase Bank near Green Street. The Town continues to look into alternatives for pedestrians to more safely cross Northfield Drive to access shopping the center that includes Kmart and Kroger.

### Wastewater Treatment Plant Expansion

– An RFP has been issued for the wastewater treatment plant expansion and sewer system improvements project. Bids are expected to be awarded in December with construction of the \$24 million project to start in January. Construction will take approximately two years.

## TOWN COUNCIL CONSIDERS ORDINANCE ON MINIMUM HOUSING STANDARDS

The Town of Brownsburg's Development Services is routinely contacted by property owners and tenants regarding the health, safety and welfare conditions of properties. Many of the items that are identified in those complaints are not addressed by the existing Building Codes or Zoning Regulations. Those complaints are generally related to maintenance items that do not fall under either set of standards.

The Minimum Housing Standards are intended to ensure that owners maintain structures and exterior premises in a manner that helps promote acceptable health, safety and welfare conditions.

Town Council tabled first reading of Ordinance 2016-06 Minimum Housing Standards to allow for public input. Residents are encouraged to provide comments as the Council hears the ordinance at upcoming council meetings. View the presentation from staff on minimum housing standards on the Town's website, [www.brownsburg.org](http://www.brownsburg.org).

## NEW CO-WORKING SPACE FOR FREELANCERS, ENTREPRENEURS OFFERED IN EATON HALL

The Town's Economic Development department has kicked off "the workroom," a shared working group with 115 members strong and growing.

Currently meeting in Eaton Hall from 11 am to 4:30 pm on Tuesdays and Thursdays, the workroom is a great place to network with local entrepreneurs, freelancers and other professionals to gain insight and share ideas. The space provides the members collaboration, coffee, soft drinks and blazing fast Wi-Fi at no charge.

The workroom offers personal and professional development with free Lunch and Learn programs addressing issues that small businesses, entrepreneurs and startups face during development.

The Town's goal is to eventually have a new facility with dedicated co-working space at least 5 days a week, with the potential of 24/7 access. The facility would provide private office space, conference rooms, a mailroom and breakroom at a relatively inexpensive annual cost to members.

Whether you need a place to work twice a week or just once every couple of weeks, check out the workroom. Find more information at [www.meetup.com/Brownsburg-Co-working-Meetup](http://www.meetup.com/Brownsburg-Co-working-Meetup).



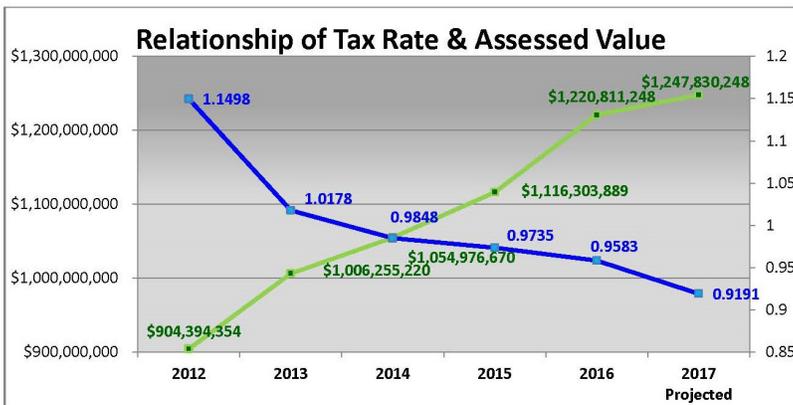
## TOWN PREPARES 2017 BUDGET

The process to approve the next annual Town budget starts not long after the previous year's budget is adopted. The budget process, which spans about an 8-month period, involves careful review between the Town Manager's Office and all department heads, holding a special Town Council budget meeting for Council input, then adopting the budget over the course of a public hearing and three readings by the Town Council.

The hearing and all Council meetings are noticed and open to the public. The adopted budgets are then filed electronically with Indiana's Department of Local Government Finance.

At time of this publication, the proposed 2017 budget totals about \$48.9M across over 30 funds. The primary funds are the General, Water, Wastewater, and Stormwater Funds, which combine for almost \$20M, or about 40% of all budgeted funds. Some of the other larger funds include Motor Vehicle Highway, Economic Redevelopment, Fire Territory, and Food & Beverage Funds.

Brownsburg continues to experience both commercial and residential growth. With a responsible combination of both commercial and residential growth rates, the generation of the funds to provide the necessary services can be spread out over a broader base. The below graph reveals the inverse relationship between the growing assessed value of the Town and the corporate property tax rate.



The proposed 2017 General Fund budget is a balanced budget. Planned expenses are generally less than projected revenues, particularly for recurring operational expenses. For some funds, healthy fund balances allow expenditures to exceed revenues in a given year when approved. In this way, the Town can save for several years for a specific purpose or project and reduce the need to finance debt for a major project and assume the associated interest costs.

The portion of the budget derived by property tax revenue includes the General Fund, Motor Vehicle Highway (MVH) Fund, Building Debt Fund, and the Cumulative Capital Development (CCD) Fund. Approximately 23% of the annual property tax paid by a homeowner goes to the Town of Brownsburg to fund these

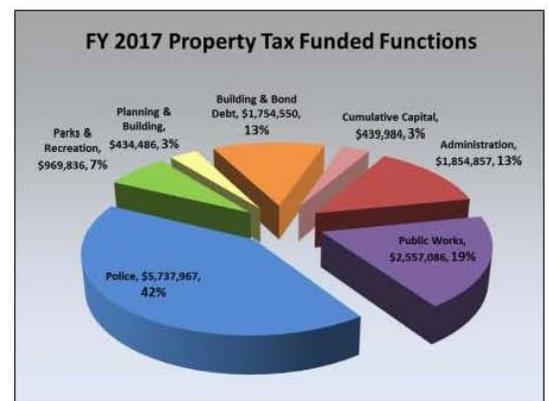
four operating funds. The remaining 77% is distributed to other agencies such as the fire territory, county, library, township, and school district.

Property taxes typically do not fund utilities; utilities are primarily funded by user fees/charges.

FUND	BUDGET DESCRIPTION	PROPOSED 2017 BUDGET
101	General Fund Budget	\$9,506,642
201	MVH Fund Budget	\$2,047,591
318	Building Debt Fund Budget	\$1,527,500
	General Obligation Bond 2015	\$227,050
402	CCD Fund Budget	\$439,984
	<b>TOTAL</b>	<b>\$13,748,767</b>

The above table summarizes the portion of the 2017 proposed Town budget funded by the collection of property tax revenue.

The below pie chart summarizes the specific use of these revenues as an amount and percentage of the overall property tax revenue. The Town continues to strive to find new ways to save and maximize taxpayer dollars while continuing to provide quality service and achieve progress in our many areas of focus.



Once the 2017 budget is adopted, it will be on the Town's website, brownsburg.org, with hard copies available for inspection in the Town Manager's Office and in the Clerk Treasurer's Office. Staff are happy to answer questions about the budget anytime.

## TOWN OPENS GATEWAY TRAILHEAD, DEDICATES MEMORIAL MARKER

The Town of Brownsburg opened the new gateway and trailhead at the N. Green Street and Interstate 74 interchange in May. A shelter house, trailhead and landscaping provide for safer pedestrian and bicycle travel and welcome visitors.

A key part of the Town's active transportation system, the trailhead will connect to the path being constructed under I-74, giving residents who live in northside neighborhoods better access to commercial areas. The gateway will also connect to the future White Lick Greenway to both Arbuckle Acres and Williams Park.

In conjunction with the gateway's ribbon cutting ceremony, the Town and the Indiana Racing Memorial Association (IRMA) dedicated a memorial marker to honor auto racing legend Larry Rice, who called Brownsburg home.



Rice was a three-time USAC National Champion. He made two Indianapolis 500 starts, earning the co-rookie of the year honor with Rick Mears in 1978. From 1990 to 2002, Rice was the color analyst for the popular "Thursday Night Thunder" and "Saturday Night Thunder" broadcasts on ESPN and ESPN2.

This is the ninth of 19 markers to be installed by the IRMA throughout the state in 2016. The effort is endorsed by the Indiana Bicentennial Commission as a Legacy Project.

## ENFORCEMENT INCREASES ON TEMPORARY SIGN VIOLATIONS

The Development Services Department is increasing enforcement of ordinance violations specifically relating to the placement of temporary signs.

Temporary signs are defined as A-frame, banner, self-standing or yard signs. Businesses may use temporary signs to advertise a sale or special event up to seven days prior to the event and must remove the signs within five days after the event.

Per general sign standards in the municipal code (Unified Development Ordinance Article 5.66 – 5.80), signs may not be placed in the right-of-way, posted on telephone poles, or hung on trees.

Each zoning district includes regulations that permit certain temporary signs without requiring permits. Anyone interested in these sign regulations can find them in the Unified Development Ordinance Article 5.66 – 5.80 or by contacting a Development Services Department staff member.

The Town's compliance coordinator will remove unauthorized signs. Owners may claim their sign from Development Services within 14 days, after which it will be disposed of.

The Town believes through this increased enforcement we will help to ensure that each property owner, business, or tenant has the same opportunities to express their message and reach customers with the permissible permanent and temporary signage.

For questions regarding general sign standards, temporary signs, claiming signs that have been removed, or other code compliance issues, contact Compliance Coordinator Daniel Whitaker at 317-852-0021 or [dwhitaker@brownsburg.org](mailto:dwhitaker@brownsburg.org).

### Attention Homeowners Associations!

Town of Brownsburg staff representatives are available to discuss Town ordinances, stormwater guidelines, and projects of interest to your neighborhood. Call 317-858-6029 for information.



Want to be among the first to hear what the Town is planning? Get e-newsletters delivered straight to your inbox every month! Sign up at [www.brownsburg.org](http://www.brownsburg.org).

## GET CONNECTED, STAY INFORMED WITH TOWN MEETINGS AND COMMUNICATIONS

The decisions that Town leaders make have a direct impact on your quality of life. That's why we put an emphasis on transparency and work to make it easy for you to get information about what your local officials are considering and planning.

In addition to Town Council, all of the boards and commissions regular and special meetings are open to the public. Find meeting dates and see the agendas in advance on the website, [www.brownsburg.org](http://www.brownsburg.org).

Can't attend a meeting in person or want to know what happened at a previous meeting? Watch live and archived video on the website. Meeting videos are indexed, so you can jump straight to an agenda item that your interested in.

The bi-monthly Town Hall meeting is another chance to talk with Town administrators and officials. No official business is conducted, but residents are encouraged to bring questions and concerns to discuss in the relaxed, open floor format.

The Town provides a number of e-newsletters for our community, including monthly missives from the Town and from Brownsburg Parks. Use the simple sign-up form from the link on our website homepage.

And, if you don't already know, the Town is very active on social media! Follow @BrownsburgIN on Twitter and like us on Facebook/TownofBrownsburg for frequent news and information updates.

For a unique insider's view of Town Hall, follow Town Manager Grant Kleinhenz, @BrownsburgTM, and Assistant Town Manager Brian Hartsell, @Brownsburg\_ATM, on Twitter.

## ANNUAL FOOD DRIVE HELPS PANTRY STOCK HEALTHY OPTIONS AT THE HOLIDAYS

The Town of Brownsburg is planning its annual "Let's Give" food drive to help a local pantry keep shelves stocked with non-perishable items through the holiday season. Town administration asks for the community's support so area families in need can keep meals on the table.

Canned and packaged items can be donated in the Brownsburg Town Hall lobby from 7:30 to 4:30 weekdays, November 1 through December 2.

The collection will be delivered to the Messiah Lutheran Food Pantry, which serves more than 700 Hendricks County families. The pantry distributes 40 to 60 boxes of food each Saturday morning, with the greatest need in November and December.

The 2015 food drive collected more than 2,800 items. The following items are suggested:

- Cereal and oatmeal
- Peanut butter
- Canned meat, chicken and tuna
- Canned or dry soup
- Canned fruit, vegetables and beans
- Boxed/canned potatoes
- Macaroni & cheese, rice and pasta
- Pasta sauce

## WASTEWATER PLANT EARNS EXCELLENCE AWARDS

The Town of Brownsburg wastewater treatment plant was recently recognized by the Indiana Water Environment Association (IWEA) with the Excellence in Safety and Laboratory Excellence AWARDS at its annual conference for the state's water quality professionals.

The Excellence in Safety and Laboratory Excellence recognize treatment facilities that exceeds expectations in promoting and recognizing the importance of safety and good laboratory practices in the workplace.

This is the 17th time that the Brownsburg plant has received the safety award and it has earned the lab excellence recognition 12 times.

# Get Connected!



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Follow us on Twitter!

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## COMBINED SEWER OVERFLOW PUBLIC NOTICE

The Town of Brownsburg, as part of the combined sewer overflow (CSO) notification program, hereby states that the potential for a combined sewer overflow into White Lick Creek during, and immediately following, any rain event or snow melt exists throughout the year. People who swim, wade in, or ingest the water contained in White Lick Creek at any time may become ill.

Wastewater discharges are disinfected during the months of April through October. All individuals should remain clear of White Lick Creek during the winter months regardless of the weather. The overflow discharges are located downstream of Arbuckle Acres, but upstream of Williams Park.

The Tilden stormwater separation from the sanitary sewer main project is now complete. The reduction of stormwater into the sanitary sewer main is already making a noticeable reduction in the number and volume of combined overflows that occurred during the first half of 2016.

Combined Sewer Overflows			
Month	2015 Events	2016 Events	2016 Total Gallons per month
January	0	0	0
February	0	0	0
March	0	0	0
April	1	0	0
May	0	0	0
June	2	2	6,279,800

There were several intense periods of rainfall during the past six months. The combined sewer overflow tank was designed to capture storm events that consist of rainfall rates of less than 0.5" of rainfall occurring within a 15-minute period. Those storm events with greater intensities will cause the storage tank to fill and possibly overflow. These types of intensities will also overwhelm the main lines depending upon how saturated the ground in the area becomes and more stormwater begins to enter street drains connected to the sanitary mains.

With the completion of the project, we are documenting intensities of more than 0.5" of rainfall within a 15-minute period that are not causing the combined sewer storage tank to overflow. The Town is planning additional stormwater separation projects in the future which will continue to provide improvements for the environment as well as the quality of life in the area.

Residents throughout the community can help reduce stormwater flows into the sanitary system by making sure that their sump pump lines and gutters (if connected into the existing combined sewer) are connected to the new storm lines. It is actually illegal to have your sump pump/foundation drainage and gutters connected into separated sanitary sewer lines.

## SEWER CREDIT AVAILABLE, APPLY BY DECEMBER 1

Per municipal code, Brownsburg utility customers on Town water and sewer may apply for a one-time credit on their bill each year.

The code allows the Utility Billing Office to apply a one-time sewer credit each year to account for quantities of water that may have been consumed, but may not have entered into the sewage system. For many customers, this may be due to filling a pool or watering the lawn, for instance.

The credit is based on the difference between the average monthly use subtracted from the requested usage month. The Utility Billing Office maintains a policy that details the credit process and the time period that generates the average monthly use for both established and newer customers.

Apply for the credit by December 1 of each year using the online form at [www.brownsburg.org](http://www.brownsburg.org) or a hard copy form at the customer service counter on the first floor of Town Hall Monday through Friday 8 am to 4 pm. Direct questions about the credit to the Utility Billing Office at 317-852-1102.

## CALL STORMWATER HOTLINE TO REPORT ILLICIT DISCHARGE



Did you know? It is unlawful to deposit, discharge, dump or otherwise permit substances, chemicals, or other materials in any storm sewer system within the Town of Brownsburg.

Materials prohibited include but are not limited to:

- petroleum products
- fertilizer
- paint
- concrete
- pet waste
- grass clippings
- car wash water
- pool water

Call the **Stormwater Hotline at 317-852-1121** if you see someone depositing any of the above materials in the storm sewer system, pond, stream, or creek, or have questions about a possible illicit discharge. All calls are confidential.

## TAKE ADVANTAGE OF CURBSIDE LEAF PICKUP FOR PROPER YARD WASTE DISPOSAL

The Street Department starts free curbside leaf pickup in mid-October. Just like the summertime limb pickup, the route runs through neighborhoods on Monday through Wednesday, every other week.



Thursday and Friday are make-up days in the case that weather or other factors delay the regular schedule. When a holiday falls on Monday, the route will begin on Tuesday.

Proper yard waste disposal is more than just a good idea, it's the law. Brownsburg Municipal Code prohibits dumping or discharging into the storm drain and makes it illegal for anyone to put organic waste into the sidewalks and streets.

You may not realize that yard debris like grass clippings, leaves and shrubbery trimmings are a significant source of stormwater pollution. Yard waste carries fertilizers and pesticides into our waterways, causing nutrient pollution and depleting oxygen that aquatic life need to survive. Leaves and grass clippings can clog culverts, storm drains and pipes, causing flooding. Taking advantage of the free curbside service makes it easy and convenient for residents to properly dispose of leaves.

You don't have to call to set up this service. Just put leaves in recyclable, paper bags out behind the curb for pick-up during your neighborhood's route. Make sure the bag is closed securely and is light enough for one person to lift.

Want to know what day the Street Department comes to your neighborhood? View the Route 1 and Route 2 schedules on [www.brownsburg.org](http://www.brownsburg.org) under Town Departments/Street Department/Limb and Leaf Pickup.

Do not put sticks, limbs, shrubs, dirt, trash, or other items in the leaf bags, please. Dispose of those types of yard waste through November at the Hendricks County Solid Waste Management District's recycling center at 90 Mardale Drive. Or, check with your trash service to see if they collect bagged yard waste with your weekly trash pick-up.

Below are a few other tips to help you prevent yard waste pollution:

- Don't blow grass or pile leaves on the sidewalk or in the street where they can blow or wash into the storm drains. Aim your mower away from paved areas. Use a leaf blower or broom to move clippings into the yard, NOT into the street.
- Don't dump grass clippings or other yard waste in a swale, ditch or creek.
- Recycle grass clippings as a natural fertilizer. Leave them on the lawn to biodegrade or compost it for a rich natural fertilizer for your plants and garden.

## THREE THINGS TO KNOW ABOUT YOUR WATER UTILITY BILL

**1. Be green:** Save paper and time by signing up for e-billing and automatic payments for your Brownsburg water utility bill. No more looking for that postcard in the mail or making last-minute trips to the customer service window at Town Hall! The forms for these convenient services are on [www.brownsburg.org](http://www.brownsburg.org) under the Utility Department.

**2. No translator needed:** Don't have a clue what all those service abbreviations mean? Your bill includes fees for water (W) usage, sewer (S), stormwater (STW), and public fire protection (PFP).

**3. Paying doesn't have to be painful:** The Town offers a variety of easy ways to pay your bill. Use cash, check or money order at the utility office inside Town Hall, the drive-up window off Adams Street, and the 24-hour payment slot at the drive-up. Enroll in ACH to have the payment automatically deducted from your checking account or mail a check to Brownsburg Utilities, 61 N. Green Street. Call the utility office to pay with your credit card or use it online with our third party vendor who collects a \$4.95 processing fee.

## TIPS FOR SNOW PLOW SEASON

Winter will be here before we know it! The Street Department would like you to keep some things in mind during snow plow season.

Try not to park on the street, so plows can get as much snow cleared as possible.

Wait until the street is plowed before you clear your driveway. This avoids having the snow plowed back into the space you just cleared.

When you clear your drive, please do not pile the snow in the street. This may create an unsafe situation and the Town may have to return and push that same snow back into your driveway.

An excessive amount of snow requires the Town to plow streets more than once during the same snow event. Keep this in mind when you clear your drive before it stops snowing.

If a plow causes damage to the yard or mailbox at your residence or business, call 317-852-1113 so we can repair it.

**TOWN OF BROWNSBURG CONTACTS AND HOURS**  
**All Town Offices are open Monday - Friday**

[www.brownsburg.org](http://www.brownsburg.org)

General Information: 852-1120      7:30 a.m. - 4:30 p.m.  
 Brownsburg Parks: 858-4172      8:00 a.m. - 4:00 p.m.  
 Water Department: 852-1138      7:00 a.m. - 4:00 p.m.

Street Department: 852-1113      6:30 a.m. - 3:30 p.m.  
 Utility Department: 852-1102      8:00 a.m. - 4:00 p.m.  
 Devpmt. Services: 852-1128      7:30 a.m. - 4:00 p.m.

**CALENDAR**

**October**

- 10** Town Offices Closed for Columbus Day
- 11** Police Commission, 6 p.m. at Town Hall
- 12** Board of Zoning Appeals, 7 p.m. at Town Hall
- 13** Town Council, 7 p.m. at Town Hall
- 19** Economic Dev. Comm., 5 p.m. at Town Hall
- 20** Park Board, 6:30 p.m. at Town Hall
- 24** Plan Commission, 6 p.m. at Town Hall
- 27** Town Council, 7 p.m. at Town Hall

**November**

- 1** Let's Give Food Drive Begins, Town Hall
- 8** Police Commission, 6 p.m. at Town Hall
- 10** Park Board, 6:30 p.m. at Town Hall
- 11** Town Offices Closed for Veterans Day
- 14** Board of Zoning Appeals, 7 p.m. at Town Hall
- 16** Economic Dev. Comm., 5 p.m. at Town Hall
- 17** Town Council, 7 p.m. at Town Hall
- 24-25** Town Offices Closed for Thanksgiving
- 28** Plan Commission, 6 p.m. at Town Hall

**December**

- 6** Town Hall Meeting, 7:30 a.m., Eaton Hall
- 12** Board of Zoning Appeals, 7 p.m. at Town Hall
- 13** Police Commission, 6 p.m. at Town Hall
- 17** Town Council, 7 p.m. at Town Hall
- 14** Economic Dev. Comm., 5 p.m. at Town Hall
- 14** Park Board, 6:30 p.m. at Town Hall
- 23 & 26** Town Offices Closed for Christmas
- 27** Plan Commission, 6 p.m. at Town Hall

**LET'S GIVE!**

**FOOD DRIVE**

**NOVEMBER 1 - DECEMBER 2**