WHO we are

WHAT do we do

and WHY do we do it
WHO we are

City Staff

14
11

Public Works represents 35% of the total City Budget

City Budget

33%
23%
12%
32%

- PW Operations
- PW Capital
- Public Safety
- Other
WHO we are

Public Works

- Emergency Management
- IT

- Engineering
- SWM
- Maintenance
WHO we are

Public Works

- Emergency Management
- IT

- Engineering
- SWM
- Maintenance
WHO we are: Engineering Division

- ROW/SWM Inspector (1/2) Eric Greene 1
- Project Planner Julie Cassata, PLA 2
- Assistant City Engineer Kerry Sullivan, EIT 10
- Public Works Director Jeff Brauns, PE 3

Years at City
WHAT do we do

Plan

Build

Operate

Maintain
WHAT do we do: Engineering

Services and Programs

- Capital Improvement Program
  - Transportation
  - Parks
  - SWM

- Inspection
  - Development
  - ROW

- Plan, Manage, & Respond
  - Master Plans
  - Reporting
  - Citizen Requests
WHY do we do it: Engineering

- Enhance the build environment
- Improve safety
- Ensure public improvements are built properly
- Serve our customers
WHAT do we do: Engineering

Capital Improvement Program
WHAT do we do: Engineering

Capital Improvement Program

Construction Management

- Advertise
- Bid Opening
- Bid Tabulation
- Mandatory Bidders Responsibility Checklist
- Pre-Construction Meeting
- Review of Submittals
- Intents
- Utility Coordination
- Interlocal Agreements
- Conflict Resolution
- Resident Interaction
- Inspections
- Quantity Tracking
- Force Account
- Minor Changes
- Change Orders
- Pay Requests
- Substantial Completion
- Physical Completion
- Certificate of Final Completion
- Affidavits
- Notice of Completion
- Council Acceptance
- Certificates of Release
- Release of Retainage
- State Audits
WHAT do we do: Engineering

Capital Improvement Program
WHAT do we do: Engineering

Capital Improvement Program
WHAT do we do: Engineering

Capital Improvement Program
WHAT do we do: Engineering

Capital Improvement Program
WHAT do we do: Engineering
WHAT do we do: Engineering

Plan, Manage, & Respond

LAKE BOREN PARK MASTER PLAN

Final Comprehensive Surface Water Management Plan Update
City of Newcastle
August 1, 2017

DOWNTOWN NEWCASTLE STRATEGIC PLAN

2018-2033
Six Year Transportation Improvement Program

 Resolution Attachment A
WHAT do we do: Engineering

Plan, Manage, & Respond
WHO we are

Public Works

- Emergency Management
- IT

Engineering
- SWM
- Maintenance
WHO we are: SWM Division

- Surface Water Program Manager: Audrie Starsy, 1 ½ years at City
- ROW/SWM Inspector (½): Eric Greene, 1 year at City
- Maintenance Technician: Jacob Woll, 2 ½ years at City
- Maintenance Technician (vacant)
WHAT do we do: SWM

Services and Programs

- Manage NPDES Phase II permit
  - Permit Administration and Regional Coordination
  - Public Education and Outreach
  - Illicit Discharge Detection & Elimination (IDDE) Program
  - Construction Site Runoff Program
  - Operations & Maintenance
  - Monitoring and Assessment Program
- Drainage complaints and concerns
- Inspect stormwater facilities
WHY do we do it: SWM

- Regulatory requirement
  - Protect water quality
  - Protect the environment
  - Reduce pollutants
- Prevent damage to people & property
- Address flooding concerns
- Preserve public infrastructure
WHAT do we do: SWM

Manage NPDES Phase II permit

**Western Washington Phase II Municipal Stormwater Permit**

National Pollutant Discharge Elimination System and State Water Quality Control Act

State of Washington Department of Ecology

Olympia, Washington 98504

In accordance with the provisions of the National Pollutant Discharge Elimination System and the State Water Quality Control Act, the Western Washington Phase II Municipal Stormwater Permit(s) have been issued to the following municipalities in Western Washington:

- [List of municipalities]

This permit requires the municipalities to implement and maintain a comprehensive stormwater management program to control stormwater runoff and sediment from new and existing facilities. The program must include:

- Source identification and diagnostic monitoring
- Monitoring and assessment
- Ongoing training

**Tasks and Schedule**

<table>
<thead>
<tr>
<th>Western Washington Phase II Municipal Stormwater Permit Implementation Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TASKS</strong></td>
</tr>
<tr>
<td><strong>SUMMARY</strong></td>
</tr>
<tr>
<td><strong>Permit Implementation</strong></td>
</tr>
<tr>
<td><strong>PERMIT DEADLINE</strong></td>
</tr>
<tr>
<td><strong>Apply for Permit Renewal</strong></td>
</tr>
</tbody>
</table>
WHAT do we do: SWM

Manage NPDES Phase II permit

REPORT
A SPILL OR FLOODING CONCERN

IF YOU NEED TO REPORT A HAZARDOUS SPILL OR URGENT MATTER 24 HOURS A DAY, 7 DAYS A WEEK
CALL 206-296-3311

To report a non-hazardous spill during regular business hours
(Monday-Friday, 8 a.m.-5 p.m.)
Call 425-649-4444

On evenings and weekends
Call 206-296-3311

For drainage concerns or other water quality concerns, fill out a request at
yourgovcartograph.com
WHAT do we do: SWM

Manage NPDES Phase II permit
WHAT do we do: SWM

Manage NPDES Phase II permit

Required SWM Inspections Per Year – Current Conditions

<table>
<thead>
<tr>
<th>Asset Type</th>
<th>Approx. Quantity</th>
<th>Labor Time per Asset</th>
<th>Total Time (per year)</th>
<th>Weekly Equivalent</th>
<th>SWM Staff Previously</th>
<th>SWM Staff – Recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Catch basins*</td>
<td>1,600</td>
<td>1.5 hour</td>
<td>800 hours</td>
<td>20 weeks</td>
<td>Intern</td>
<td>Inspector/New FTE</td>
</tr>
<tr>
<td>Tank/Valve</td>
<td>65</td>
<td>1.0</td>
<td>65 hours</td>
<td>1.6 weeks</td>
<td>Maintenance/Program Mgr</td>
<td>Inspector/New FTE</td>
</tr>
<tr>
<td>Ponds</td>
<td>95</td>
<td>1.5 – 2 hours</td>
<td>67 – 90 hours</td>
<td>2.15 weeks</td>
<td>Maintenance/Program Mgr</td>
<td>Inspector/New FTE</td>
</tr>
<tr>
<td>Outlets/Outfalls</td>
<td>109</td>
<td>0.5 hour</td>
<td>53 hours</td>
<td>1.13 weeks</td>
<td>Program Manager</td>
<td>Inspector/Program Manager</td>
</tr>
<tr>
<td>Private Systems</td>
<td>25</td>
<td>4.5 hours</td>
<td>104 – 150 hours</td>
<td>5.25 weeks</td>
<td>Program Manager</td>
<td>Program Manager</td>
</tr>
<tr>
<td>TESC Inspections**</td>
<td>15 (weekly)</td>
<td>1.0</td>
<td>790 hours</td>
<td>35.5 weeks</td>
<td>Program Manager</td>
<td>Inspector/Program Manager</td>
</tr>
<tr>
<td>Post-storm Inspections**</td>
<td>15</td>
<td>2.0</td>
<td>90 hours</td>
<td>2.25 weeks</td>
<td>Maintenance/Program Mgr</td>
<td>Maintenance/Program Mgr</td>
</tr>
<tr>
<td>LID</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>N/A</td>
<td>Maintenance/Program Mgr</td>
</tr>
<tr>
<td>Total</td>
<td>1,005</td>
<td>N/A</td>
<td>2,068 hours</td>
<td>30.4 weeks</td>
<td>N/A</td>
<td>Program Manager/New FTE</td>
</tr>
</tbody>
</table>

* New permit requirement, starting this year.
**Varies, depending on the year and amount of construction/rain.
WHO we are

Public Works

- Emergency Management
- IT

- Engineering
- SWM
- Maintenance

THE CITY OF NEWCASTLE 1869 Washington 1994
WHO we are: Maintenance Division

<table>
<thead>
<tr>
<th>Department</th>
<th>Manager</th>
<th>Years at City</th>
</tr>
</thead>
<tbody>
<tr>
<td>Infrastructure Maintenance</td>
<td>Corey Miller</td>
<td>9</td>
</tr>
<tr>
<td>Streets/Transportation</td>
<td>Gary Gomes</td>
<td>23</td>
</tr>
<tr>
<td>Streets/Transportation</td>
<td>Connor Simonson</td>
<td>1</td>
</tr>
<tr>
<td>Parks and Trails</td>
<td>Leo Anaya</td>
<td>7</td>
</tr>
<tr>
<td>Surface Water Management</td>
<td>Jacob Woll</td>
<td>2 1/2</td>
</tr>
<tr>
<td>Surface Water Management</td>
<td>(vacant)</td>
<td></td>
</tr>
</tbody>
</table>

Seasonal Maintenance Workers
WHAT do we do: Maintenance

Services and Programs

- Streets
- Parks
- SWM
- Facilities
- Fleet
WHY do we do it: Maintenance

- Public Safety
- Maintain & preserve public infrastructure
- Recreational opportunities
WHAT do we do: Maintenance

Streets
WHAT do we do: Maintenance

Parks
- Lake Boren
- Donegal
- Windtree
- China Creek
- Ballybunion
- Gleneagles
- Redman
- Highlands
- Forest View
- Tralee
- Madison Lane
- China Falls
- Heritage Morgan
- Hazelwood - undeveloped
- Little Rhody
- Cemetery
WHAT do we do: Maintenance

Parks

- Lake Boren
- Donegal
- Windtree
- China Creek
- Ballybunion
- Gleneagles
- Redman
- Highlands
- Forest View
- Tralee
- Madison Lane
- China Falls
- Heritage Morgan
- Hazelwood – undeveloped
- Little Rhody
- Cemetery
WHAT do we do: Maintenance

Parks
WHAT do we do: Maintenance

Parks
WHAT do we do: Maintenance

Parks
Contract Administration & Management

- ROW & Landscape Maintenance
- Street Sweeping
- Janitorial
- Tree Evaluation (Arborist)
- Tree Removal
- Routine Vactor/SWM Maintenance
- Access Controls/Security Systems
- King County - Community Work Program
- King County – Water Quality Monitoring
- King County – Street Maintenance
- City of Renton – Fleet Maintenance
WHAT do we do: Maintenance
WHAT do we do: Maintenance
WHAT do we do: Maintenance

SWM
Questions?