

Briefing for City Council Candidates

Department: Public Works

Reports to: Erin Leonhart, Public Works Director (serving as Interim City Manager in 2021)

Interim Director: Eddie Low through July 31, 2021/Jaclynn Brandenburg beginning August 1, 2021

Deputy Public Works Director/City Engineer: Eddie Low

Deputy Public Works Director – Operations: Jaclynn Brandenburg

Divisions within Department:

Administration (including Solid Waste & Sustainability)

Fleet & Facilities

Infrastructure, Development & Improvement

Capital Division

Utilities & Development Services Division

Transportation staff

Operations

Water/Sewer Section

Streets Section

Storm Section

Utility Billing (Water/Sewer) staff

Number of Staff Members in Department: 88 people (89.45 approved FTE positions)

2021-2022 Department Budget: \$75 million

Facilities	\$2,804,434
Commute Trip Reduction	\$31,200
Sustainability/Solid Waste	\$261,339
Engineering	\$7,986,840
Street	\$5,594,060
Water*	\$16,089,637
Sewer**	\$21,006,555
Storm***	\$19,102,427
Fleet	\$2,669,318
TOTAL PW****	\$75,545,810

*Includes wholesale water purchase from Seattle

**Includes wastewater treatment by King County

***More staff funded by Storm than any other PW fund (17 FTE+)

****Total does not include Capital Improvement Fund budget of \$32 million

Duties/Responsibilities of Department:

The Public Works Department is responsible for the overall planning, design, construction and stewardship of the City's infrastructure to enhance the quality of life for our residents, visitors and businesses.

Public Works maintains and operates the City street system, water, sanitary sewer, and storm/surface water utilities. Public Works provides direct customer service to water and sewer customers within the City's service area and has adapted to provide more accessible service through an online billing portal. Internal services include managing the fleet and facilities programs. In addition, the Public Works department manages the solid waste, recycling and sustainability programs.

- Streets: over 308 lane miles
- Storm/Surface Water: 149 miles of mains
- Water: 120 miles of mains/pipes
- Sanitary Sewer: 70 miles of mains
- Utility Billing: Approx. 5,748 customers

Public Works is responsible for implementation of the Capital Facilities Plan (CFP), National Pollutant Discharge Elimination System (NPDES) Phase 2 requirements and long-range planning for the water, sewer, storm/surface water utilities. Public Works also manages long-range transportation planning, daily operations of the transportation network and issues relating to traffic engineering.

In conjunction with the Community Development and Fire Departments, Public Works provides engineering review and inspections associated with private development to ensure adequate infrastructure is in place and compliant with City codes and Standards.

Public Works completed a four-year self-assessment process, and was formally awarded Accreditation by the American Public Works Association (APWA) on December 21, 2020. The APWA's accreditation program provides a means to formally recognize agencies' compliance with nationally recognized recommended management practices developed by members of the APWA. Reviewers from other Public Works agencies evaluated Bothell's work in the form of best practices and determined that the City met requirements for all 411 applicable areas, with seven deemed as "Model Practices" that will be shared with other agencies seeking accreditation. Agencies must apply for reaccreditation every four years and Public Works is already working towards reaccreditation.

Major 2021-2022 initiatives:

Ongoing Initiatives:

- Safe Streets & Sidewalks Implementation
 - Operating Programs – sidewalk repair/replacement, road repair, pavement markings
 - Safe School Walk Routes
 - Pavement Preservation – overlay, crack seal, slurry seal
 - Engagement & Outreach (including annual report)
- 2021-2027 Capital Facilities Plan (CFP) and Sound Transit 3 (ST3) Implementation
 - SR522 Stage 3 (CFP & ST3)
 - Replacement of Fire Stations 42 and 45 – funded by the Public Safety Bond (with Fire Dept)
 - Bothell Way NE Widening (CFP)
- Downtown Contamination Remediation – environmental cleanup of surplus properties underway:

- Bothell Service Center (Block D)
- Ultra Site (City Center and Blocks EFG)
- Petroleum sites (Hertz, Paint, Bothell Landing)
- Riverside Solvent site

New Initiatives:

- Maintain American Public Works Association (APWA) Accredited agency status after initial award on December 21, 2020.
- Implementation of Lucity Enterprise Asset Management System for the Street division to improve work order and asset management and reduce liability
- Citywide stream health delineation, prioritization and development of a Stormwater Management Action Plan
- Completion of a Water System Plan Update and Emergency Response Plan (ERP)

Additional Information:

- **Department web links:**
 - Safe Streets & Sidewalks: www.bothellwa.gov/safestreets
 - Capital Facilities Plan: <http://www.bothellwa.gov/182/Capital-Facilities-Plan>
 - Public Works Project Map: <https://gismaps.bothellwa.gov/cip/>
 - Public Works Sustainability Programs: <http://www.bothellwa.gov/193/Sustainability>
 - Utility Billing: <https://www.bothellwa.gov/1205/Utility-Billing>
 - Private Development Projects Map: <https://bothellgov.maps.arcgis.com/apps/MapSeries/index.html?appid=49fc47d6a48a414fbf515f936a02d848>
 - City maps including service area utility maps: <http://www.bothellwa.gov/235/Printable-Maps>