



### Mission -

Committed to providing efficient and safe city services that enhance the quality of life for all Newton residents on a daily basis.

### Department Goals

1. Provide quality environmental resources (water, wastewater, storm water, solid waste collection) and effective transportation systems (streets, pathways, traffic controls, airport) through engineering and planning functions for the design, construction, and maintenance of city infrastructure.
2. Provide safe and strategic development through the use and implementation of building, housing, & environmental codes, and efficiently maintain all city owned buildings.
3. Serve as city liaison to other agencies, and provide record keeping and reporting for local, state and federal requirements as associated with all public works operations and city infrastructure.

### Summary of Major Responsibilities

1. Provide quality environmental resources (water, wastewater, storm water, solid waste collection) and effective transportation systems (streets, pathways, traffic controls, airport) through engineering and planning functions for the design, construction, and maintenance of city infrastructure.
2. Provide safe and strategic development through the use and implementation of building, housing, & environmental codes, and efficiently maintain all city owned buildings.
3. Serve as city liaison to other agencies, and provide record keeping and reporting for local, state and

federal requirements as associated with all public works operations and city infrastructure.

All of which are essential to the safety and health of our community as related to quality public works systems that touch the lives of each citizen and visitor on a daily basis.

### Major departmental Challenges

There continues to be discussion in the community (especially through Peace Connections Initiatives) about a rental housing inspection program. Staff has done some research on this type of program to be ready should more information be requested by the public.

Continuing to serve as the in-house developer of the KLP is a major challenge from a timing standpoint. The weekly duties associated with the details of the park development take time away from regular assignments and is causing significant strain on staff as we struggle to meet all deadlines. This along with more storm water management requirements related to our permit and additional development in the community are proving the need for an additional engineering position.

### 2011 Accomplishments

Provided administrative and engineering oversight of the following capital improvement projects:

1. KLP Streets-Phase 1
2. 1st Street Booster Station Reconstruction
3. SE Booster Station Construction
4. Hauck Addition Storm Drainage

- 5. Fire Station #3
- 6. Waste Water Treatment Plant Improvements Phase 1
- 7. SE 36th & I-135 Ramp Improvements
- 8. Warkentin House Foundation Repairs – Interior
- 9. Meridian Conference Center

Performed inspections and plan reviews for 16 new residential buildings in Newton, at a total permit value of \$2,254,085. Commercial and residential building permits combined were a total of 427, which came to a total permit value of \$ 9,783.

In addition to the daily tasks, building maintenance highlights for the year were oversight of remodel of old storage room on second floor, replaced boiler pump seal on HWP #4 in court mechanical room, removed old stair treads and brought back the original quarry tile at City Hall. Service and repairs of 18 roof top package HVAC units, 6 exhaust fans, and 2 make up air units at the Newton Rec Center. Installed vent system on new steam power wash system in the truck wash back at the Newton Service Center. Our Maintenance Specialist also logged hundreds of hours fixing things at the library, fire station, service center, city hall, Warkentin House, and other city properties.

Responded to 1004 environmental code violations and issued 27 sidewalk notices that ultimately fixed 4,103 square feet of sidewalk.

Newton received 23.39" of rain in 2011 in 97 different events. This, along with regular storm water BMP checks, prompted 120 different storm water inspections at construction sites throughout Newton to be in compliance with our Storm Water Phase II NPDES permit.

Acquired a portion of the necessary right-of-way and easements for the paving of Hillside from SE 12th to E. 1st and for the extension of the Hillside Water and Sewer line extensions.

Reviewed 3 new plats and drainage plans for developments, prior to planning and city commission approvals.

Revenue earned for engineering fees associated with new private development civil projects was \$54,180

with the infrastructure project total of \$514,902.

**2012 Objectives**

**Capital Projects:**

- 1. Continue submitting grant proposals for supplemental project funding regarding the Logistics Park, pathway extensions, etc.
- 2. Update the Capital Improvement Program.
- 3. Finalize SE Water Booster Station construction and separate the east side pressure zone.
- 4. Complete the Hillside Water & Sewer Extensions.
- 5. Complete the SE 9th Paving Improvements in the KLP and comply with the Federal EDA process for funding assistance.
- 6. Complete the design process for phase 2 improvements at the WWTP to meet changing EPA requirements and capacity issues and finalize the WWTP permit.
- 7. Bid and begin construction on the airport runway 17-35 .
- 8. Complete design, bid, and begin construction on the Ash Street Bridge Reconstruction project.
- 9. Complete construction on the Outdoor Emergency Warning System this summer.
- 10. Complete design and construction of the S. Kansas: US-50 to Quail Drive pavement reconstruction project.
- 11. Begin design of New Millennium Building and begin construction.
- 12. Complete the design and R/W acquisition for Hillside Paving from 1st to SE 12th and complete all KDOT grant forms and documentation. Begin Construction upon approval.
- 13. Complete the design and construction of the KLP railroad and all grant and loan documentation for KDOT.
- 14. Complete Water Billing and Finance Safety Improvements.

Improvements.

- 15. Complete bidding and construction of the Sanitary Sewer Manhole Rehabilitation project and Sewer Lining job in 2012.
- 16. Complete Ash Street Sanitary Sewer Realignment Project construction.
- 17. Complete US-50 & Anderson Waterline Relocation Project.

**Storm Water Management:** Work closely with KDHE and the Clean 19 Storm Water Consortium on our next storm water permit and the associated requirements, including updating the city’s storm water management plan.

**Code Enforcement:** Continue effective code enforcement related to safe building practices and city clean-up. Prepare for additional building permits from KLP development.

**Support Division Operations:** Work on planning steps for providing services to the airport property that will be annexed in the fall of 2012.

**Other Engineering Functions:** Complete Sand Creek Station infrastructure extensions along Casey for the project developer. Continue development of the Public Works Lunch-N-Learn sessions for staff.

**2013 Objectives**

**Capital Projects:**

- 1. Provide administrative and engineering support for building the improvement projects related to water, sewer, streets, rail, etc. supporting the KLP.
- 2. Provide administrative and engineering support for building the improvement projects necessary to serve our water and sewer customers, i.e. sewer lining projects, phase 2 improvements at the WWTP to meet changing EPA requirements and capacity issues, 1st Street water tank refurbishment, improvements to basin B of the collection system.
- 3. Provide administrative and engineering support for building the improvement projects necessary to serve the community and city operations, i.e. building maintenance improvement projects,

pavement improvements to SE 14th Connector & Boyd Ave, KDOT projects like I-135 & 36th St. Interchange improvements and US-50 & K-15 ramp improvements, etc.

- 4. Assist maintenance operations in the evaluation of a new or larger facility.

**Storm Water Management:**

Continue our municipal storm water NPDES permit to comply with more stringent rules and regulations that EPA and KDHE will pass on to cities to enforce.

**Code Enforcement:**

Perform building inspections on the new commercial growth, and other new building projects in the KLP and continue work of updating records and establishing digital files.

**Engineering Division  
with City Beliefs**

We support **growth** by assisting with the development of efficient, functional land subdivisions and appropriate, compatible land uses.

We preserve the **quality of life** through the enforcement of building, zoning, environmental codes, and construction standards, ensuring quality buildings and clean neighborhoods.

We enhance the **health and safety** by the application of the MUTCD as well as the life safety provisions of the building, fire, plumbing, electrical, mechanical, and property maintenance codes.

We show **respect for the environment** by keeping model codes up to date, which contain new provisions for energy efficiency and sustainability of buildings We implement water quality standards both during and after construction.

We support and encourage **civic engagement** through citizen participation on the planning commission and four advisory boards, drawing from the expertise and experience of each individual. We strive to educate the public on stormwater management issues and give school presentations to show public works functions. We respond to many citizen questions through the Kansan’s Go-To-Gal.

We strive to be **fiscally responsible** by efficient operation, collection of user fees, and revenues from engineering services. We apply for grants to provide supplemental project funding when possible.

We are applying **progressive and innovative solutions** by seeking sustainable designs of capital projects. We are also reducing hard copy records to digital form and providing access to data forms and procedures via the City of Newton website.

Performance Indicators	2011	2012	2013
	Actual	Estimated	Estimated
Environmental Inspections	1,100	1,200	1,200
Building Inspections (Commercial)	438	1,100	1,100
Building Inspections (Residential)	735	900	900
Building Permits (\$000)	12,000	20,000	20,000
New Dwelling Starts	15	20	20

DEPARTMENT EXPENDITURES	ACTUAL			ADOPTED	ADOPTED
	2009	2010	2011	2012	2013
PERSONAL SERVICES	\$ 375,873	\$ 366,088	\$ 364,359	\$ 382,335	\$ 392,047
CONTRACTUAL SERVICES	\$ 26,615	\$ 15,190	\$ 14,463	\$ 16,585	\$ 17,100
COMMODITIES & SUPPLIES	\$ 6,407	\$ 9,496	\$ 4,438	\$ 8,000	\$ 6,765
VEHICLE OPERATING	\$ 10,253	\$ 7,724	\$ 8,230	\$ 6,380	\$ 7,100
CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFERS	\$ 15,000	\$ 8,000	\$ 8,000	\$ 21,333	\$ 21,333
	<b>\$ 434,148</b>	<b>\$ 406,498</b>	<b>\$ 399,490</b>	<b>\$ 434,633</b>	<b>\$ 444,345</b>

ENGINEERING STAFFING TABLE						
Position	F/P	STAFFING LEVELS				
		2010	2011	2012	2013	
City Engineer/Director Public Works	F	1	1	1	1	
Building & Zoning Administrator	F	1	1	1	1	
Engineer	F	1	1	1	1	
Engineering Technician	F	1	1	1	1	
Commercial Bldg. Inspector	F	1	1	0	0	
Commercial Bldg. Inspector	P	0	0	1	1	
Building Inspector	F	1	1	1	1	
Environmental Control Officer	F	1	1	1	1	
Admin. Asst. III/GIS Technician	F	1	1	1	0	
Storm Water Technician	F	0	0	0	1	
Bldg Maint. Specialist	F	1	1	1	1	
Bldg Maint. Asst./Janitor	F	1	1	1	1	
Engineering Secretary	F	1	1	1	1	
<b>Total Part Time</b>		<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	
<b>Total Full Time</b>		<b>11</b>	<b>11</b>	<b>10</b>	<b>10</b>	