

Implementation Planning



Challenges	Strategies to Address the Challenges
General Challenges	Goal 2: Improve Water Quality
Equitable and Predictable Rates and Fees	Goal 5: Manage Finances Responsibly
Legacy Development	Goal 1: Reduce Flooding
Reliance on Choices by Individuals	Goal 2: Improve Water Quality
Land Development Pressure	Goal 1: Reduce Flooding
Climate Change and Sea Level Rise	Goal 2: Improve Water Quality
	Goal 4: Ensure Reliable Functioning
	Goal 1: Reduce Flooding
	Goal 2: Improve Water Quality
	Goal 4: Ensure Reliable Functioning
	Goal 1: Reduce Flooding
	Goal 2: Improve Water Quality
	Goal 3: Protect Aquatic Habitat
	Goal 4: Ensure Reliable Functioning
Flooding Challenges	Goal 1: Reduce Flooding
Asset Management	Goal 2: Improve Water Quality
	Goal 4: Ensure Reliable Functioning
Limitations of Low Impact Development	Goal 1: Reduce Flooding
Water Quality Challenges	Goal 2: Improve Water Quality
Increasing Permit Requirements	Goal 4: Ensure Reliable Functioning
Reliance on the Public for Nonpoint Pollution Prevention	Goal 1: Reduce Flooding
Aquatic Habitat Challenges	Goal 2: Improve Water Quality
Multiple Public/Private Ownership	Goal 4: Ensure Reliable Functioning
Habitat Fragmentation	Goal 1: Reduce Flooding
Legacy Impacts of Urban Development	Goal 2: Improve Water Quality

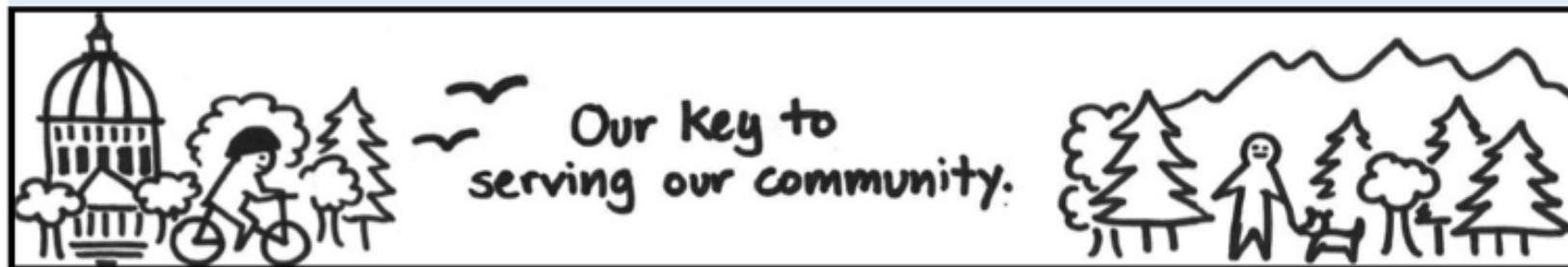
Olympia

Storm and Surface Water Plan
2018

olympiawa.gov/sswplan

Goal 1	Reduce the frequency and severity of flooding so hazards are eliminated.
Objective 1A	Improve the stormwater system in areas that are vulnerable to flooding.
Objective 1B	Prepare for emergency response during storm events.
Objective 1C	Mitigate the effects of urban stormwater runoff by implementing low impact development techniques.
Objective 1D	Plan for the anticipated impacts of sea level rise.
Goal 2	Improve surface water quality.
Objective 2A	Prioritize source control of pollution citywide.
Objective 2B	Retrofit stormwater treatment in areas of the City with little or no water quality treatment.
Objective 2C	Educate the community about water quality with emphasis on how people can be part of the solution.
Objective 2D	Partner with other agencies, jurisdictions, and organizations in order to leverage planning projects.
Objective 2E	Comply with all federal and state permits and regulations.
Goal 3	Protect, enhance, and restore aquatic habitat functions provided by wetlands, streams, shorelines, and riparian areas.
Objective 3A	Protect intact aquatic habitat from degradation.
Objective 3B	Enhance aquatic habitat that is already impaired.
Objective 3C	Restore degraded aquatic habitat to increase ecosystem function.
Objective 3D	Participate in and give technical support to City and regional environmental implementation projects.
Objective 3E	Increase community awareness of aquatic habitat function and benefits through education, and volunteer activities.
Goal 4	Ensure reliable functioning of the built and natural stormwater infrastructure.
Objective 4A	Develop and implement an asset management program for the built infrastructure.
Objective 4B	Design and construct infrastructure to ensure reliable, cost effective programs.
Objective 4C	Further develop and implement the Utility's private and public stormwater infrastructure.
Objective 4D	Continue to improve maintenance management, including preventive maintenance.
Goal 5	Manage Utility finances responsibly and recover costs equitably.
Objective 5A	Set rates that reflect financial policies and recover the cost of providing services to customers in each category.
Objective 5B	Manage Utility rates and connection fees consistent with the City's guiding principle of growth in paying for growth.
Objective 5C	Use debt financing responsibly to support needed capital facility investments and "smooth" rate impacts.

Making It Real — Aligning Our Master Plan to Individual Actions



1

(10 year plan)

- 1 Utility Mission
- 5 Utility Goals
- 21 Utility Objectives



2

(6 year plan)

- 56 "Continue" our Good Work Strategies
- 47 "Enhance" our Good Work Strategies



3

(annual plan)

- Tasks & Activities
- Responsibilities
- Deadlines





Step 1 Team Assignment & Program Review

Include Core Service and
program description from
Chapter 9 and applicable
strategies from Chapter 10

Core Service	Programs	Staff Lead (s)	Support Facilitator	Management Lead	Priori
Asset Management	6. Mapping	Kira	Jesse		1
Asset Management	7. Condition Rating & Assessment	Sue B	Jesse/Susan C?		1
Asset Management	8. Public Infrastructure Management	Tom O.	Susan M		1
Technical Review and Support	13. Development Review	Steve T.	Susan M		1
Flood Prevention	17. Stormwater Facility Maintenance	Marcus	Joe		1
Flood Prevention	18. Storm Event Preparation	Marcus	Joe		1
Pollution Prevention	23. Illicit Discharge Investigation	Jeremy	Susan M		1
Pollution Prevention	27. Solids Management	Marcus	Joe		1
Habitat Management	32. Noxious Weed Coordination	Jesse	Jesse		1
Long Range Planning	3. Water Quality Coordination (NPDES/TMDL)	Jeremy			2
Long Range Planning	5. Standard Operating Procedures	Marcus			2
Asset Management	9. Private Infrastructure Management	Jeremy			2
Asset Management	12. Data Management	Sue B			2
Emergency Response	19. Storm Event Response	Marcus			2
Pollution Prevention	21. Education and Outreach(PP)	Susan M.			2
Pollution Prevention	22. Illicit Discharge Prevention	Jeremy			2
Pollution Prevention	24. Spill Response & Reporting	Marcus/Jeremy			2
Pollution Prevention	25. Stormwater Facility Inspection and Maintenance	Tom O / Tami T.			2
Habitat Management	29. Stewardship Planning	Kate			2
Capital Improvement	35. Water Quality: (CFP)	Steve T.			2
Asset Management	10. Water Quality Mon. & Evaluation	Jeremy			3
Technical Review and Support	15. (STOPS)	Steve T			3
Flood Prevention	16. Education and Outreach(FLOOD)	Susan M.			3
Pollution Prevention	26. Street Sweeping	Sue B.			3
Habitat Management	33. Collaboration with Partners	Jesse			3
Capital Improvement	34. Flooding: (CFP)	Steve T.			3
Utility Adm. & Support Services	37. Budgeting	Joe / Marcus / Eric			3
Utility Adm. & Support Services	38. Staff Management	Joe /Marcus / Eric			3
Utility Adm. & Support Services	39. Support Services	Lindsay			3
Long Range Planning	1. Storm and Surface Water Plan	Susan C.			4
Long Range Planning	2. Citywide Planning	Susan C.			4
Long Range Planning	4. Habitat Coordination	Jesse			4
Asset Management	11. Habitat Monitoring and Evaluation	Jesse			4
Technical Review and Support	14. Internal/External Technical Support	Steve T.			4
Emergency Response	20. Emergency Response Plan	Marcus			4
Habitat Management	28. Education and Outreach(HM)	Michelle			4
Habitat Management	30. Restoration and Enhancement	Jesse			4
Habitat Management	31. Aquatic Habitat Monitoring	Michelle			4
Capital Improvement	36. Aquatic Habitat: (CFP)	Jesse			4

Step 2 Shared Vision

Develop from Goals and
Objectives in the SSW Master
Plan





Step 3

6 Year Outcomes

What change to the Target Population or Issues do you hope to effect in the next 6 Years

SSW Program Implementation Plan

Program Name: Noxious Weed Coordination

Team Lead: Jesse Barham

Team Participants: Jesse and Tom Otto

Desired 6 Year Outcomes:




1. Reduced and/or eliminate regulated noxious weed infestations on City property and ROW to prevent seed production and/or spread.
2. Utilize IPM principles with a focus on educating staff and reducing pesticide use
3. Ensure compliance with Resolution M-1621 (2006)

Step 4

SMART Objectives

Specific, Measurable,
Issue directed,
Realistic and Ambitious
Time bound

SMART Objectives	Outputs	Performance Measures/Targets
Objective 1 – Control all known noxious weed sites on City property and ROW annually.* 	Output 1.1 - Reduced number of known sites (per inspections)	A - Number of known sites with noxious weeds/Less each year
		B – Hours of staff time on compliance/ Less each year



Step 5 Implementation Plan

Strategic “SMART” Objective(s)
Identify Activities + Outputs directed toward Outcomes
Performance Measures (targets, service pressures/profiles)
Responsibilities (who will do it?)
Timeline (by when? Day and Month)

SMART Objectives	Outputs	Performance Measures/Targets
Objective 1 – Control all known noxious weed sites on City property and ROW annually.*	Output 1.1 - Reduced number of known sites (per inspections)	A - Number of known sites with noxious weeds/Less each year
		B – Hours of staff time on compliance/ Less each year

Activity	Sub-activities	Person(s) Responsible	Date/Order to Complete
SMART Objective 1: Control all known noxious weed sites on City property annually.			
Inspect and manage known and historic noxious weed sites on City property	A – Respond to TC Weeds reports of noxious weed locations	Habitat Planner	As needed
	B – Maintain GIS data and tracking inspection and application records with Collector	Senior Vegetation Specialist/Veg crew	Daily/Weekly during growing season
	C – Apply herbicide when appropriate	Veg Crew/Maintenance I or II	Prior to flowering/seasonally
	D – Coordinate with other Departments as needed	Habitat Planner/Senior Vegetation Program Specialist	As needed



Steps 6 PEDP

Incorporate Activities into
individual Staff PEDP's



Public Works Performance and Employee Development Plan

Employee Name: Joe Roush	
Performance Period: 2018/2019	
Class Specification/Position:	Environmental Services Supervisor

Public Works Department

Mission

We build and maintain the foundation of our extraordinary Olympia.

Vision

A healthy environment.
A thriving economy.
A vibrant community.

Values

Respect, Collaboration, Innovation, Excellence

Position Linkage with Public Works Mission and Strategic Role

The mission of the Public Works Department is to build and maintain the foundation of our extraordinary Olympia. As we conduct our work we incorporate respect, collaboration, excellence and innovation. Within the Public Works Department, each Line of Business (LOB) has an organizational mission and strategic role that complements the Public Works overarching mission.

The mission of the Water Resources LOB is to provide and protect nature's water for a healthy community. We do this by being passionate care takers of tomorrow's water. Your position as Planning and Program Supervisor of the Environmental Services Section directly contributes to achieving this mission by developing and implementing natural resource protection efforts. You guide and support the work efforts of staff that are individually responsible for a variety of work related to storm and surface water and aquatic habitat management. Typical work efforts include public outreach and education, business pollution prevention, illicit discharge detection and elimination, private storm system inspections, NPDES/TMDL coordination, aquatic habitat stewardship, water quality analysis, environmental planning and vegetation management. This program and others help provide healthy aquatic resources throughout Olympia as well as Puget Sound.

Visual Management Board

