



**Public Works Committee
City Hall – 200 NE Moe Street
2nd Floor Conference Room**

Subject	Meeting Minutes	Date	February 25, 2015
Recorder	MB	Start Time	5:05 PM
Committee Chair	Jeff McGinty	End Time	7:00 PM
Committee Members	Jeff McGinty (JM) Gary Nystul (GN) Connie Lord (CL)		
Staff Present	Becky Erickson (BE), Andrzej Kasiniak (AK), Diane Lenius (DL), Michael Bateman (MB), Shannon Wood, (SW), Sheila Miller (SM)		

Agenda		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
A.	Questions & Concerns of the Committee	None
B.	Agenda and Extended Agenda Review	n/a
C.	Mayor and Department Head Reports	AK reports on: - 9 th /6 th ave pump station progress and expected schedule. Neighborhood meeting will be scheduled. - last obstacle on Noll Road subdivision approvals removed by WSDOT - AK reports on solid waste analysis progress
D.	Approval of minutes: 02/11/15	Minutes Approved
2.	Agenda Items:	
A.	PW Facility Update	AK makes update presentation on New Public Works Facility Design Phase II – 3 items of discussion 1 - Programming phase – includes facility tour and Design Advisory Committee. Facility Tour date tentatively scheduled for 3-20-15 – 13 th alternate date. Entire City Council will be invited to be 2 - Existing site – what we will do with the existing PWC facility. Site is owned by utilities – will need to be moved to general fund prior to any disposition

The committee may add and discuss other items not listed on the agenda.

IT IS REQUESTED THAT ATTENDEES LIMIT THE USE OF SCENTED PRODUCTS (PERFUME, COLOGNE, HAIR SPRAY, AFTER SHAVE, LOTION, FABRIC SOFTENER, ETC.). FRAGRANCES CAN BE TOXIC SUBSTANCES TO SOME PEOPLE, CAUSING RESPIRATORY OR NEUROLOGICAL DISABLING ALLERGIC REACTIONS. THIS REQUIREMENT IS CONSISTENT WITH THE AMERICAN WITH DISABILITIES ACT FOR A BARRIER-FREE ENVIRONMENT.

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		<p>Options –</p> <p>A – do nothing</p> <p>B – remove/dispose everything not attached to wall</p> <p>C – Remove hazardous materials, lead paint, asbestos etc.</p> <p>D – remove building</p> <p>Decision point target date is June</p> <p>3 - 8th Avenue Building – new city property acquisition.</p> <p>Committee concur with moving forward with Programming Phase.</p> <p>Committee concurs with proposed contract with Parametrix to assist with Programming Phase facility tour.</p> <p>SW makes presentation on Decant/PW yard color choices for buildings/roofs, etc. Committee concurs with choices made.</p>
B.	Water/Sewer Sprinkling Ordinance	Presentation given. Direction and guidance will be provided for some additional wording that needs to be added to the ordinance.
C.	Water Utility Positions	Skipped
D.	Building Department Update	<p>AK provides update on building department status and changes that are happening. New building department member Sheila Miller introduced along with her impressive credentials. AK reports current permit revenue status – projected \$400,000 for the year. As of now collected \$123,192. At that rate end of year permit revenues will be approximately \$739,152. Discussion given about budget impacts of that level of service, as well as current budget deficiencies. Current department budget is \$280,000 for salaries and benefits, \$5,500 is what remains for everything else. Currently – a business plan, level of service definition and gap analysis is being developed for the Building department. Equipment needs are being</p>

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		discussed as well. Permit review level of service update and positive trend progress was provided by DL. Committee concurs that existing operating budget for Building Department is inadequate.
E.	Building Permit Software	AK provides update on permitting software, evaluation progress, needs and possibilities. DL provides our plan for removing roadblocks and how to move forward with an implementation strategy. Committee provided direction that this item should be moved forward with haste.
F.	Transportation Benefit District	The question of committee (PWC vs Finance) roles and responsibilities in implementing a transportation benefit district. The question is brought up as to whether the tab amount applies only to motor vehicles or to trailers, etc etc. GN will research what the options are. Committee provides direction to proceed with roadway rating evaluation.
G.	Lincoln Road Safety Concerns	AK provides update on sight distance limitations on Lincoln Road created by new construction, and plan to remedy the issue including changing speed limit and installation of radar feedback speed signs. PWC recommends change to 25mph. Requests speed study to determine current 85 th percentile speed.
H.	Decant Facility Update	AK provides update on Decant facility progress
I.	Possible Telecom Conduit Partnership	Skipped
J.	FEMA Changes Update	MB provides update on FEMA issues/activities and current activities.
K.	Construction Standards Update	Skipped

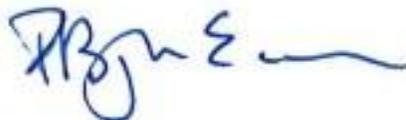
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Future Agenda Items			
No.	Item(s)	Responsibility	Meeting Date
1.	Grading Ordinance & Enforcement		
2.	Latecomer Code Changes		
3.	Construction Standards		
4.	4 inch Water Mains		
5.	Swing set move in Lion's Park		
6.	Follow up on Round About at 305- how much of the funds are still available		
7.	Follow up on bicycle improvements to highway 305 by WSDOT		
8.	PMC – Transportation Development Code Update		
a	Underground Utilities		
b	Speed Hump Policy		
c	Street Lighting		
d	Street Connectivity		
e	Speed Hump Policy		



Reviewed by Mayor Erickson

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