



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

<b>Subject</b>	<b>Meeting Minutes</b>	<b>Date</b>	<b>February 10, 2016</b>
<b>Recorder</b>	Charlie Roberts	<b>Start Time</b>	<b>5:00 PM</b>
<b>Committee Chair</b>	<b>Jeff McGinty</b>	<b>End Time</b>	<b>7:00 PM</b>
<b>Committee Members</b>	<b>Jeff McGinty (JM) Connie Lord (CL) David Musgrove (DM)</b>		
<b>Staff Present</b>	Mike Lund (ML), Andrzej Kasiniak (AK), Diane Lewis (DL), Keith Svarthumle (KS), Charlie Roberts (CR), Mayor Erickson (BE)		

Agenda		
No.	Topic	Action/Recommendation/Discussion
<b>1.</b>	<b>Administrative:</b>	
A.	Questions & Concerns of the Committee	Minor items vs. large scale items, council goals added to future agenda, discussion about what is important to staff vs. committee members
B.	Agenda and Extended Agenda Review	Not discussed
C.	Mayor and Department Head Reports	None
D.	Approval of minutes: 2/03/16	Approved
<b>2.</b>	<b>Agenda Items:</b>	
1.	PSE Night Work Request	CR presented night work request by PSE. Approved to take City Council tonight, PWC give Mayor discretionary decision to pay for power drops at certain poles to light fish park. Wire between po5 and p06 investigate increasing wire size to hang banner.
2.	LED Lighting	DL discussed LED light fixtures for new developments requiring the LED. Benefits to city are 32% monthly cost at an increase of 13.8% to the developer. DM explained how LED's last a long time but dim as time goes on, high maintenance cost still. Policy decision to require LED's for new developments, PWC support and Council.

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

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3.	Decant Facility Fencing	ML presented fencing needs for Decant Facility. \$70,000 was low bid. ML explained that the funding for the project is split across three enterprise funds and that the sewer portion of the project budget is depleted. A budget amendment of \$9000 from sewer reserves is needed to fund the sewer portion of the remainder of the Decant project. PWC approved of the recommendation for the budget amendment and the award to Viking Fence for the fencing contract.
4.	Sewer Comp Plan	<p>Lengthy discussion was held on the CIP and financial aspect of the sewer comp plan. The current CIP totals approximately 40 million over next 6-7 years.</p> <p>AK explained that the County will be presenting their comp plan next week at Council and brought up the point that it is a good opportunity to talk to the County about the projects they have planned and what the cost is to rate payers. PWC very interested in projected rates for County based on the projects.</p> <p>AK and DL presented options for rate changes. Option 1: raising rates over time, Option 2: Big increase up front, over 6 year need 2 million additional, 2 new staff is about half of it, storage and aggressive I and I is another 1 million. Average residential rate payer is around \$67 per month. Option 3: share the costs between connection charges and rate payers.</p> <p>Action item: assess system to find out what the max. connection fee could be?</p> <p>DM interested in how county is handling the millions of dollars they are funding. If it gets too expensive to develop it could slow and modify growth.</p> <p>AK explained the analysis of rate increases over time. Set baseline for 6 years at 2% CPI and 9% utility tax to look at sewer model. Then looked at 3% increase over 6 years based on the financial model presented. In 2022, \$75.90 per average residential as baseline, with 3%/year increase</p>

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		<p>\$90.37 at 2022. Also looked at decreasing utility tax by 3%, would be a saving, at same time increase connection fee by \$1000 to make the difference would require a 1.5% rate increase would result in 2.2million at end of 6 years. Can adjust the utility tax, connection fee, and rate increase as needed.</p> <p>DM brought up point that ratepayers will still be seeing an increase in their sewer rates.</p> <p>JM asked about commercial connection fees and making sure that the ratios are accurate.</p> <p>KS explained that the charge is based on ERUs. CL questioned at what point does it make sense to have own sewer plant. AK – very expensive and smaller system very expensive per capita, 1. Never permitted, 2. Discharge pipe necessary. Could look at large area septic to see if it is worth it or even feasible, lots of challenges.</p> <p>ML presented additional information about the sewer TV truck and the video maintenance program - 51 miles of pipe, 1250 manholes to maintain. ML presented the pros and cons of owning a truck vs contracting out video inspections. PWC approved the recommendation to move funding from the Annual Inflow Reduction Program to fund the cost of the truck.</p>
5.	Noll Road Project Update	DL reported that an open house on the Noll Road Project was held and it went well. The financial plan is laid out and good. Will need to discuss further about federally funded projects and the scheduling. Federal funding has 10 year completion deadline for each phase. Right of way money will need to be obligated in June 2016, which means the last phase of construction must start by June 2026. Could be in position that condemnation would be only option – needs to be discussed further.
6.	Concurrency Ordinance	No time to discuss

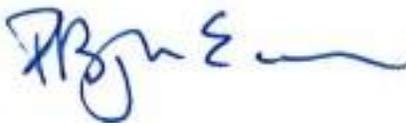
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Future Agenda Items			
No.	Item(s)	Responsibility	Anticipated Meeting Date
1.	Permitting Software Contract		February 24th
2.	GIS Mapping Demo		February 24th
3.	Funding for Stormwater Parks		February 24th
4.	Draft Transportation Plan		February 24th
5.	Solid Waste RFP Update		February 24th
6.	Update on Latecomer Code Changes		March
7.	Ecology Grant for Small Anderson Parkway Retrofit		March
8.	ADA Discussion		TBD
9.	Neighborhood Speeding Program/Policy		TBD
10.	Front Street Pavement		TBD
11.	Road Inventory Example		TBD
12.	Traffic Impact Fee Revenue		TBD
13.	Construction Standards		TBD
14.	Follow up on bicycle improvements to highway 305 by WSDOT		TBD
15.	PMC – Transportation Development Code Update		TBD
16.	Underground Utilities		TBD
	a. Speed Hump Policy		
	b. Street Lighting		
	c. Street Connectivity		
	d. Grading Ordinance & Enforcement		
17.	Council Goals		TBD



Reviewed by Mayor Erickson

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