



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

Subject	Meeting Minutes	Date	July 27, 2016
Recorder	DKL	Start Time	5:00 PM
Committee Chair	Jeff McGinty	End Time	7:00 PM
Committee Members	Jeff McGinty (JM) Connie Lord (CL) David Musgrove (DM)		
Staff Present	Becky Ericksen (BE), Mike Lund (ML), Diane Lenius (DL), Michael Bateman (MB), Keith Svarthumle (KS)		

Agenda

No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
A.	Select a New Committee Chair (required every 6 months)	Postponed
B.	Questions & Concerns of the Committee	Dave suggested coordination between various committee members since some topics are of interest by more than one committee. Dave sees the need for coordination amongst the committees. Connie said in those instances she would like to see a workshop. Tiny houses and ADU's will be a workshop.
C.	Agenda and Extended Agenda Review	Review topics to confirm or delete items.
D.	Mayor and Department Head Reports	ML – Bond Road Signal Project is finally complete. Floyd Bayless from KC will come to council next week to provide an update. DL provided an update on the Finn Hill Project and 80/20 cost split between KC and City of Poulsbo. DL provided an update on the City Hall Demo.
E.	Approval of Minutes: 6/8/16, 6/22/16, & 7/13/16	No action taken
2.	Agenda Items:	
1.	Hostmark Pavement Restoration Bid Results for Contract Award	DL provided update on rebidding the project. PWC recommends rejecting current bids and authorizing the mayor to award the re-bid up to our grant amount. This will help the project meet a very tight project timeline.
2.	Poulsbo Parks & Rec Roof Repair/Replacement	ML provided an update on the parks and rec building and requested authorization to move

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

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		forward with 60K roof repair.
3.	Contract Amendment for Noll Road Project	DL and MB presented the Amendment for services for the Noll Road Project. The PWC recommends moving forward with the Contract amendment for Right of Way and early action design items. David would like to see a thermometer style reporting mechanism for the project.
4.	Scope of Work for Raab Park Tank Evaluation	DL and KS presented the scope and budget for the Raab Park Tank Evaluation. PWC recommends moving forward with the project.
5.	On-Call Contract Recommendations	Postponed – DM requested that we standardized the format for the submittal so that they are easier to review. Provide last three contracts. Identify the information required for each section.

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Future Agenda Items			
No.	Item(s)	Responsibility	Anticipated Meeting Date
1.	Viking Ave PRVs Project Contract Award		Aug 10
2.	House Demos Contract Award		Aug 10
3.	PW Facility Project Update		Aug 10
4.	Update on Latecomer Code Changes		Aug 10
5.	Construction Standards Update		Sept
6.	Renewal of WSSOG ILA for NPDES permit education and outreach		Oct
7.	ADA Discussion		Confirm/Delete
8.	Neighborhood Speeding Program/Policy		Confirm/Delete
9.	Front Street Pavement		Confirm/Delete
10.	Road Inventory Example		Aug 24
11.	Traffic Impact Fee Revenue		Confirm/Delete
12.	Follow up on bicycle improvements to highway 305 by WSDOT		Confirm/Delete
13.	PMC – Transportation Development Code Update		Confirm/Delete
14.	Underground Utilities		Confirm/Delete
	a. Speed Hump Policy		
	b. Street Lighting		
	c. Street Connectivity		
	d. Grading Ordinance & Enforcement		

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