



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

Subject	Meeting Minutes	Date	August 10, 2016
Recorder	Mike Lund	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	Andrzej Kasiniak (AK), Mike Lund (ML), Keith Svarthumle (KS), Anja Hart (AH), Becky Erickson (BE), Jeff McGinty (JM) Connie Lord (CL) David Musgrove (DM)		

Agenda

No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
A.	Select a New Committee Chair (required every 6 months)	Connie Lord will be the new committee chair, starting at the next meeting.
B.	Questions & Concerns of the Committee	None
C.	Agenda and Extended Agenda Review	Hostmark Utility Project Paving was added to the regular agenda. Extended agenda topics were reviewed and items have been updated as discussed.
D.	Mayor and Department Head Reports	AK reported that the Noll Road Open House was successful. The turnout was good, approx 60 attendees. Staff received positive feedback from the public. AK also reported that the Eng Dept is applying for several grants: 3 TIB grants for Noll Road, Finn Hill, and Forest Rock; and 1 DOE for 7 th /8 th Ave Basin design.
E.	Approval of Minutes: 6/8/16, 6/22/16, 7/13/16, & 7/27/16	Not discussed.
2.	Agenda Items:	
1.	KCD Rain Garden & LID ILA – 2 nd Quarter Report	AH gave a brief presentation to provide quarterly report and update on the program.
2.	Viking Ave PRVs Project Contract Award	AK presented the bid tabs and discussed the possible options for bid award. Due to budget constraints, it was decided to award to the low bidder for Schedule A only. PWC concurred.
3.	House Demos Contract Award	Removed from agenda. The bids are subject to acceptance for 60 calendar days from date of bid

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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		opening. Bids were opened on August 8th.
4.	PW Facility Project Update	Removed from the agenda.
5.	On-Call Contract Recommendations	AK presented the summary of recommendations from the selection process. PWC concurred with the recommendations. DM commented that he would like to see a standard submission format requested in the RFP next time to help standardize the review process.
6.	Hostmark Utility Project Paving	AK presented a plan for paving on Tuesday, August 16th. Alternate routes for traffic were discussed. PWC concurred with the plan.

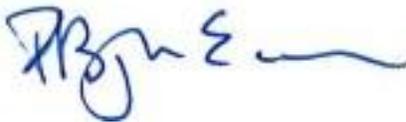
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Future Agenda Items			
No.	Item(s)	Responsibility	Anticipated Meeting Date
1.	Meter at Keyport Pump Station		Aug 24
2.	Road Inventory Example		Aug 24
3.	2017-2018 Budget Review – Public Works		Sept 14
4.	2017-2018 Budget Review – Engineering/Building/311		Sept 14
5.	Residential Property Abatement & Demolition Project		Sept 14
6.	Public Works Facility Project Update		Sept 14
7.	Solid Waste RFP Update – Proposals Due Sept 19		Sept 28
8.	Construction Standards Update		Sept 28
9.	Renewal of WSSOG ILA for NPDES permit education and outreach		Oct
10.	Underground Utilities		Oct
11.	ADA Discussion		Oct
12.	Neighborhood Speeding Program/Policy		Dec/Jan
13.	PMC – Transportation Development Code Update		Dec/Jan
	a. Speed Hump Policy		
	b. Street Lighting		
	c. Street Connectivity		
14.	Grading Ordinance & Enforcement		Jan
15.	FEMA Requirements for Flood Plain		Jan
16.	Update on Latecomer Code Changes		Feb



Reviewed by Mayor Erickson

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