



## Public Works Committee – Meeting Minutes

### City Hall – 200 NE Moe Street 2nd Floor Conference Room

<b>Subject</b>	<b>Meeting Agenda</b>	<b>Date</b>	<b>February 22, 2017</b>
<b>Recorder</b>	<b>DKL</b>	<b>Start Time</b>	<b>5:00 PM</b>
<b>Committee Chair</b>	<b>Connie Lord</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>	Andrzej Kasiniak (AK), Diane Lenius (DL), Mike Lund (ML), Anja Hart (AH) Becky Ericksen (BE), Guests - Bruce Peterson Fire Dept., Jeff Russel (JR) Fire Dept., Jennifer Mentor Mills		

Agenda		
No.	Topic	Action/Recommendation/Discussion
<b>1.</b>	<b>Administrative:</b>	
A.	Questions & Concerns of the Committee	No Action. David requested update on the solid waste briefings. AK said the meetings are going well. The general direction is we are keeping solid waste in house and will be working on the plan to move forward. Phase II is to move forward with equipment and people.
B.	Agenda and Extended Agenda Review	Parking on 10 <sup>th</sup> added to the agenda.
C.	Mayor and Department Head Reports	ML provided an update on Front Street . After 2 inches of rainfall the city experienced a slide on front street that resulted in storm drain repair. Mike was able to mobilize a contractor to work with the PW team on the repair. A large sink hole was repaired and we are seeking emergency funds from the state to reimburse the city. ML estimates the cost at 40 to 50K. BE provided an update on 10 <sup>th</sup> avenue parking plan. The goal would be to provide parallel parking on one side of 10 <sup>th</sup> avenue. It is currently under investigation and the plan is to reach out to business owners.
D.	Approval of Minutes: 2/8/17	Moved and approved

**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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<b>2.</b>	<b>Agenda Items:</b>	
1.	KCD Rain Garden 3 <sup>rd</sup> & 4 <sup>th</sup> Quarter Report	AH presented the status of the rain garden program in coordination with the Kitsap Conservation District. 10 projects have occurred on homeowners property, 10 are ready to go and 19 are approved. The program is going well and the city has spent \$17K to date.
2.	Anderson Parkway Phase II Project Update	PWC recommends support for a budget amendment up to \$30K to support completion of the project.
3.	PMC Building Fire Alarm Code Discussion	AK presented the current fire alarm requirements identified in PMC 15.16. There has been some confusion about the intent of the code and whether or not the automated alarm system is required for the entire building, or sole for the area that is undergoing tenant improvements. The city code is more restrictive than the building code. Jeff M. shared his thoughts regarding the catalyst for the 1999 PMC modifications. The resolution was intended for apartments as a result of the Kona fire in Bremerton in 1997. The actual code is broader than the resolution and includes commercial implementation program. The fire dept. shared a map of downtown Poulsbo which highlighted buildings that have an alarm or sprinkler system. They also discussed access challenges. After much discussion which included, the PWC, staff, the fire dept., and a downtown business owner, the PWC requested that staff work with Jim Haney to clarify the ordinance. The PMC should reflect the past practice or be deleted entirely and follow the International Building Code, The mayor

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		also requested that staff review the status of the residential dwellings above the commercial businesses. It is uncertain whether these apartments were formally approved and meet code. The PWC would like to see a fire protection discussion with business and building owners at later date. The goal would be for the fire protection to be improved in old town Poulsbo and this should include a public outreach process.
4.	2017 TIP Review in Preparation for 2018 TIP	AK shared the status of the TIP and the PWC discussed the projects.
		Mayor - For the good of the order. The tribe presented the status of their shellfish harvest rights. The clean up of Liberty Bay supports reopening the shore for shellfish.
Future Agenda Items		

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No.	Item(s)	Responsibility	Anticipated Meeting Date
1.	ADA Discussion		Mar
2.	Construction Standards Update		Mar
3.	Public Works Facility Update		Mar
4.	Neighborhood Speeding Program/Policy		Mar
5.	PMC – Transportation Development Code Update		Mar/Apr
6.	a. Speed Hump Policy		
	b. Street Lighting		
	c. Street Connectivity		
	d. Cross Walks/Green Plastic		
	Grading Ordinance & Enforcement		Mar
	FEMA Requirements for Flood Plain		Mar
7.	Update on Latecomer Code Changes		Mar
8.	2022 KCTP Capacity Improvements – Costs/Poulsbo share		Mar/Apr

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Reviewed by Mayor Erickson

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