



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

Subject	Meeting Agenda	Date	May 9, 2018
Recorder	DKL	Start Time	5:00 PM
Committee Chair	Dave Musgrove	End Time	7:00 PM
Committee Members	Dave Musgrove (DM) Gary Nystul (GN) Connie Lord (CL)		
Staff Present	Andrzej Kasiniak (AK), Diane Lenius (DL), Shannon Wood (SW), Becky Ericksen (BE), Debbie Booher (DB)		

Agenda		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
A.	Questions & Concerns of the Committee	CL mentioned that she received a question from a citizen about sewer capacity. AK indicated the answer is in the sewer comprehensive plan and the professionals that we hired have indicated that we do have sewer capacity. GN asked if Bainbridge Disposal ended up doing a performance bond. SW said that she would check.
B.	Agenda and Extended Agenda Review	No changes to the agenda or the extended agenda.
C.	Mayor and Department Head Reports	AK – we advertised the Harrison Force Main project this week and will have a meeting with the neighborhood next week.
D.	Approval of Minutes: 4/11/2018 and 4/25/2018	The minutes were moved and approved.
2.	Agenda Items:	
1.	SWAC Committee Update	SW presented the information from SWAC on a proposed plastic bag ban within KC. KC would like all cities to consider adopting a plastic bag ban ordinance and provide any needed support. SW shared a Zero Waste presentation use by Port Angeles during adoption of their ordinance.

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

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		PWC had a thorough discussion on the topic. DM – the question is do we want to take the lead on this or wait and see what the county does? DM would like Poulsbo to be leading edge, self-funded and the messaging should be about continuing to do good work. CL had a question about the cost of plastic vs paper. Questions can be sent to Shannon and she will take them back to SWAC.
2.	PSE Franchise Agreement & Small Towers Construction	AK – Presented a couple of policy questions related to Franchise Agreements. PSE and Comcast Franchises are currently up for renegotiation and Cascade Natural Gas will be coming soon. AK presented information about the Federal Law regarding non-discrimination requirements for communications. The Federal Law supersedes our code and you cannot give a business advantage to one communications provider over another. If one communications provider has been allowed on the poles, then the other communications providers must be allowed on the pole otherwise you are discriminating against other providers. BE – If a pole becomes in disrepair, then can you ask them to go underground? AK – said generally one pole is replaced, there is not replacement program. AK – this process is pretty much run by our attorneys. DB – This affects the council's ability to require providers to go underground and companies are now planning to install small towers that will be going onto poles. All discussed the importance of being proactive to come up with policies related to the installation of small towers. DM – even if it was a conditional use permit, then they would

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		<p>be clustered. AK – or it could be part of the franchise, so it does not take so much time to process the permit. AK noted every mini tower needs power and a connection to fiber optic. BE - noted that the new development will be underground, the impact will be bigger in old neighborhoods. It might be time for the neighborhood to come together for a local improvement district. AK shared the two methods of bringing an LID forward through petition or resolution method. BE – do we charge rent? Or can we? AK – No, not for telecommunications. DM – said we should try to get ahead of it. AK – indicated we could prepare design standards and possibly identify design corridors. DB – if you want it underground or moved, then you have to pay for it. BE – we need to get the new contract established. DB shared the following expiration dates for the contracts. CNG – 2015, June will see an ordinance for extension, PSE and ComCast have expired. They are honoring the old agreement. CL – is there any opportunity to clean up the light ownership with PSE? AK – maybe we can negotiate the transition to LED lights as part of the franchise agreement. PWC is interested in cascade natural gas extensions. AK – the 20 year agreement may be longer than appropriate. 10 years may be more appropriate. DB – suggested 5 years with automatic 5-year extension. DM – asked BE for an outline of her thoughts DB – for the cell towers we get an upfront payment to cover some of the administrative and legal costs. General discussion continued. No action</p>

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		required at this time. Anja will lead franchise negotiations from the staff perspective.

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3.	WM Recycling Tour Debrief	GN – the tour was enlightening about the plastics and that it is not the material, but the shape that is important. He asked if Bainbridge Disposal will be updating their flier. SW – said it will remain the same. GN – can recycle be in plastic bags and how will be move forward with education? It is expensive, \$89 Ton to move it through the plant and saves residents on garbage. DM – noted that the tour was very interesting to get a second set of opinions. It was a very good tour and everyone out to take it.
4.	Building Department Report	Postponed until next meeting. DL asked the PWC to share what they would like to see for building dept. reporting. GN – Overview of what we do,.CL – would like to see the organization chart. DM – likes the way the chief has introduced people at council. Diane will schedule a building department update at the next PWC.
5.	Noll Road Budget Amendment	DL briefed PWC about the budget amendment for Noll Road. This budget amendment is a no cost amendment which allows us to track the project 100% under the street fund rather than a split between 70/30 between Streets and Storm. The storm is necessary for the road and will be contributed capital to storm at the completion of the project. DB – shared the accounting structure under streets. The budget amendment will go to consent agenda.
		BE – indicated the \$50K nonrefundable Escrow has been submitted for the police station property.

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