



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

<b>Subject</b>	<b>Meeting Agenda</b>	<b>Date</b>	<b>November 14, 2018</b>
<b>Recorder</b>	<b>CR</b>	<b>Start Time</b>	<b>5:00 PM</b>
<b>Committee Chair</b>	<b>David Musgrove</b>	<b>End Time</b>	<b>7:00 PM</b>
<b>Committee Members</b>	<b>David Musgrove (DM) Gary Nystul (GN) Connie Lord (CL)</b>		
<b>Staff Present</b>	Diane Lenius (DL), Mike Lund (ML), Anja Hart (AH), Shannon Wood (SW), Andrzej Kasiniak (AK), Charlie Roberts (CR), Bill Austin (BA)		

Agenda		
No.	Topic	Action/Recommendation/Discussion
<b>1.</b>	<b>Administrative:</b>	
A.	Questions & Concerns of the Committee	<p>Short Meeting 6:00pm December 19<sup>th</sup>, Cancel November 28<sup>th</sup></p> <p>CL – HDPDA meeting letter from about HPDA leading downtown lighting. Took about 8-10 hours to plug in lights, test and replace light bulbs, replaced 1000 bulbs at cost of \$160. Discussion about changing bulbs to LEDs to reduce labor to test and replace. By 2019 HDPDA wants City to lead effort but HDPDA volunteer support. ML if city led, then city function so need safety, flagging, liability issue, etc. CL needs estimated level of effort from ML in order to get Budget together, ballpark number. BA – can get grant from PSE to change lights to LEDs. Future need for dedicated power line to run lights. Short meeting in January to discuss questions. PWC meeting on January 23<sup>rd</sup> topic. Ballpark budget is 10k for City to take over. New program request from PW.</p>
B.	Agenda and Extended Agenda Review	

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

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C.	Mayor and Department Head Reports	AK - wants to look at traffic impact fees with new comp plan amendment. Currently TIF funds 36% of transportation plan, but want place holder to look at it. ML - none
D.	Approval of Minutes: 10/10 and 10/24	Approved minutes
<b>2. Agenda Items:</b>		
1.	Forest Rock Lane Project Update	CR presented Forest Rock Project, gave schedule, public material, and current budget and projected 140k difference in budget and expected cost. Cost savings in reusing material, closing portion of road, and working with consultant. DM clarified that isn't true full depth reclamation with cement amendment. GN asked about public meeting map.
2.	SR305 Manhole Update	AK – presented contract for two CIP projects, one is partial abandonment of sewer line between Raab park and 11 <sup>th</sup> avenue. Portion to abandon and portion to relign, second part of contract is to re-line the concrete manholes on SR305. Contract with RH2 for 68,000. PWC recommends approval.
3.	Asset Management Software Recommendation	ML – presented the asset management software and talked about the RFP and the criteria. Five responses but three did not meet criteria or needs. Cartegraph and Aktivov came to give presentation and had current users demonstrate to City staff. Asset management software is important for tracking assets and infrastructure and time and expense for maintenance. Cartegraph is top choice by selection committee. First year cost is 60,000 for implementation and ongoing cost of about 22k each year split between utilities. Stormwater grant for 47,500 will pay large portion of implementation cost.

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		Implementation is expected to take 6 months to year. <b>PWC recommends funding asset management software.</b>
4.	Kitsap County ILA for Traffic Signal Maintenance	For twenty six years Bremerton has been maintaining our traffic signals. Bremerton elected officials want out of maintenance, they extended for one year until January 2019. ML reached out to WSDOT and a few other electrical companies but no interest of not enough manpower. Kitsap County is about the same as Bremerton and they maintain Port Orchard as well. Bremerton has been helpful and responsive. In near future City will look at getting staff internal to do maintenance. ML – intent is to focus on liability issues first. PSRC wants all jurisdictions to look at inventory and start doing ITS Intelligent Traffic Systems and making regional standards. ILA to go on consent agenda. PWC recommended approval for full council.
5.	Dept. Budget Requests Summaries	GN – intent is for PWC to advocate for ENG and PW. AK and ML presented ENG, BLDG, and PW budgets.
	Meeting Adjourned 6:56 pm	
<b>Future Agenda Items</b>		

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No.	Item(s)	Responsibility	Anticipated Meeting Date
1.	Construction Standards Update		Nov/Dec
2.	PMC – Transportation Development Code Update		Nov/Dec
3.	a. Speed Hump Policy		
	b. Street Lighting		
	c. Street Connectivity		
	d. Cross Walks/Green Plastic		
4.	Grading Ordinance & Enforcement		Nov/Dec
5.	2022 KCTP Capacity Improvements – Costs/Poulsbo share		Nov/Dec
6.	Long Range Plans & Legal Options for the Old Dump Site		Nov/Dec
7.	Assets for the Retiring PW Facility		Nov/Dec
8.	Water Filtration and Pump Station Visit		Nov/Dec




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Reviewed by Mayor Erickson

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