



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

<b>Subject</b>	<b>Meeting Agenda</b>	<b>Date</b>	<b>January 9, 2019</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>	Andrzej Kasiniak (AK), Mike Lund (ML), Shannon Wood (SW), Charlie Roberts (CR), Diane Lenius (DL), Anja Hart (AH), Becky Erickson (BE)		

Agenda		
No.	Topic	Action/Recommendation/Discussion
<b>1.</b>	<b>Administrative:</b>	
A.	Questions & Concerns of the Committee	CL – proposal for fish park trail to Lord property from community service committee. Would include adding barrier and sidewalk and also reduce speed limit on Bond from 35 to 25 mph. DM workshop with full council about cemetery, on the Council agenda for February 6 <sup>th</sup> .
B.	Agenda and Extended Agenda Review	DM asked if items 6 and 7 in extended agenda can be combined or kept separate. Consensus is to keep separate. Skate park – put where kids are.
C.	Mayor and Department Head Reports	BE gave state of city for chamber. AK – meeting with Edward rose on Thursday. Reviewing plans for Noll and Finn.
D.	Approval of Minutes: 12/12 and 12/19	Minutes approved for 12/12 and 12/19.
<b>2.</b>	<b>Agenda Items:</b>	
1.	PMC for Water Connections	CR gave update about water connection fees and revisions to PMC 13.06 and 13.70. These relate to commercial buildings with transitory living units which are currently charged a commercial rate and are not in compliance with the

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		<p>adopted water comp plan and the assumptions made. Will need to do additional research on existing uses to determine correct correction factor. From brief analysis it appears the 0.7 correction factor used in the code is not appropriate. It may be appropriate for design but not necessarily for connection fees. Staff will complete additional research and prepare tech memo to determine correct correction rate.</p> <p>PWC recommend revisions for approval to council with the provision regarding tech memo about adjustment factor for commercial buildings with transitory living units.</p>

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2.	Asset Management Software Contract	Presentation and demonstration given on Cartegraph which is the software that was approved for purchase. ML gave update about the negotiations with the purchase agreements and will bring to full council on 16 <sup>th</sup> . No actions necessary for PWC.
3.	Cost Indexing Change for TIF	AK – Explained about traffic impact fee and the inflation adjustment. Referenced cost index does not exist anymore (WSDOT Construction Index). It has been discontinued, and so need to revise code to include correct index. Would like to use Federal Highway index, however this index has large fluctuation that may not be appropriate to use. Need to do more research. AK also mentioned comp plan transportation element which is coming forward to look at split between grant and city funding for future construction. No actions necessary.
4.	Striping Parking Lane – 10 <sup>th</sup> Ave	ML and AK gave update about striping project on 10 <sup>th</sup> avenue. Potential for 48 stalls, parallel on street. During field walk, there is no lighting on this section of 10 <sup>th</sup> . Research to see if they were required or installed. This parking is an experimental test project only. Concept of road diet by adding parking to help slow speeds. CL asked about need for crosswalks, but since only test not implemented. GN asked about no parking signs on the other side, likely needed. No actions necessary.
5.	Engineering 2019 Work Plan	DL – shared the 2019 Workplan. Organized by enterprise funds, misc, other, and policy topics, and building. Gives snapshot of what is going on. Prioritize projects in each enterprise fund. Discussed some of the project briefly. No

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		actions necessary.
	Meeting adjourned at 6:28pm	

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



Reviewed by Mayor Erickson

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