



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

<b>Subject</b>	<b>Meeting Agenda</b>	<b>Date</b>	<b>May 8, 2019</b>
<b>Recorder</b>	<b>Anthony Burgess</b>	<b>Start Time</b>	<b>5:00 PM</b>
<b>Committee Chair</b>	<b>David Musgrove</b>	<b>End Time</b>	<b>6:40 PM</b>
<b>Committee Members</b>	<b>David Musgrove (DM) Gary Nystul (GN) Connie Lord (CL)</b>		
<b>Staff Present</b>	<b>Anthony Burgess (AB) Mike Lund (ML) Diane Lenius (DL) Andre Kasiniak (AK) Becky Erickson (BE)</b>		

Agenda		
No.	Topic	Action/Recommendation/Discussion
<b>1.</b>	<b>Administrative:</b>	
A.	Questions & Concerns of the Committee	GN Is the road in front of Martha Mary daycare sunset or 3 <sup>rd</sup> , ML clarified that is is Sunset. What about the speed bumps? ML stated it is on the agenda.
B.	Agenda and Extended Agenda Review	
C.	Mayor, Department Head and Staff Reports	DL Engineering department will be analyzing speeds from Rhododendron to overpass to develop a new speed recommendation. Will be coordinated with county prior to making recommendations DM requested additional information on TIP SEPA. DL clarified that SEPA is a required administrative process and may or may not have pertinent project information on it as it applies to the nature of the proposed project. ML will not be attending the next PWC, Keith Svathumle will be attending.
D.	Approval of Minutes: 4/24	Motion to approve, 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.

To request an alternative format of the printed agenda, contact the City Clerk's office at 360.394.9880.

Para solicitar un formato alternativo de la agenda impresa, comuníquese con la oficina del City Clerk al 360.394.9880.

Agenda		
No.	Topic	Action/Recommendation/Discussion
E.	Future Meeting Conflicts	ML will not be attending the 22 <sup>nd</sup> PWC
<b>2.</b>	<b>Agenda Items:</b>	
1.	Traffic Impact Fee Ordinance Update	<p>AK Presented  This presentation is a follow up from the comp plan amendment. This ordinance will codify the TIF increase and be presented to Council May 22<sup>nd</sup> 2019. The ordinance would come into effect on the 29<sup>th</sup>. Section F was added to change the CPI source to a current and more applicable cost index. It would be a good idea to periodically evaluate the fees based on CPI and how the rest of the fees are increased. Explained how a developer may receive credit against TIF based upon valuation of frontage improvements. The new regulation will require developers to build to current standard if they wish to apply for credit. The technical document has been updated to reflect proposed values and changed assumptions of grant funding amounts and collected fees to reflect the new rate. AK will not be attending next City Council meeting but will be staffed by DL and Michael Bateman.</p> <p>DM  Could reliable storage have paid fees in lue of frontage improvements?</p> <p>AK  A developer's agreement would need to have been created and agreed upon by the City and the Developer. RCW required TIF to be spent within 6 years or it must be returned to the developer with interest. These funds are diligently accounted for and consistelntly spend within the time period of 6 years.</p>

**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.

To request an alternative format of the printed agenda, contact the City Clerk's office at 360.394.9880.

Para solicitar un formato alternativo de la agenda impresa, comuníquese con la oficina del City Clerk al 360.394.9880.

Agenda		
No.	Topic	Action/Recommendation/Discussion
		DM moves to bring to council Motion 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.

To request an alternative format of the printed agenda, contact the City Clerk's office at 360.394.9880.

Para solicitar un formato alternativo de la agenda impresa, comuníquese con la oficina del City Clerk al 360.394.9880.

Agenda		
No.	Topic	Action/Recommendation/Discussion
2.	Engineering and Building Update	<p>DL Presented. This report will be created quarterly. 15 SF permits issued through march, 1 significant remodel, 11 commercial tenant improvement permits. The data shows a small slow down. However, April was considered a boom of a month in comparison to the rest of the quarter. Seattle Care Alliance and McDonalds are (2) of our larger projects which will show in the next quarter. Any comments on formatting would be appreciated.</p> <p>Presented updated work plan. Staff meets weekly to discuss and update projects. Rough budgets are shown and leads are identified for each project which includes planned staff hours. It also shows which consultant is associated with each project. Blue under design Red under construction Yellow planning stages. A couple highlights. SR 305 manhole and sewer rehab project is moving forward to going out to bid this year. Lemolo house purchase is on backburner for now. West side well will begin pilot testing will begin late May. Caldart and Wilderness park is not expected to move forward this year. Finn Hill Rd will be going out to bid within a couple weeks. We are awaiting additional discussion regarding the decision on Tollefson, Noll, Sol Vei closure.</p> <p>DM Asked for clarification on Multimodal program AK We have received \$250k without need for</p>

**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.

To request an alternative format of the printed agenda, contact the City Clerk's office at 360.394.9880.

Para solicitar un formato alternativo de la agenda impresa, comuníquese con la oficina del City Clerk al 360.394.9880.

Agenda		
No.	Topic	Action/Recommendation/Discussion
		<p>match. We are waiting for budget to be approved before moving forward with small improvement projects.</p> <p>DL Funds must be spent by end of 2022 budget cycle.</p> <p>Continued with work plan summary.</p> <p>CL 3<sup>rd</sup> Ave Front St Fjord, Rural Town Center?</p> <p>AK Applying for \$250k grant which not only could apply to downtown but other roadway improvements such as a roundabout at congested intersections. There aren't any explicit direction we are pursuing at this time, but this funding would give us the ability to start the extensive planning process.</p> <p>DL Presented the TIF projection list (provide summary of how the spreadsheet works). The spreadsheet is conservative in nature and provides rough estimate of when we expect projects to move forward. 2019 is identified as being quite conservative as many of our projects are forecasted post 2020.</p> <p>AK Some developers are concerned with SR 305 improvements and the effect of construction would have on their project timeline for construction. Many future residents may be hesitant to traffic annoyance as SR 305 progresses, but Kingston development of ferry system may mitigate. A short term loan could be</p>

**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.

To request an alternative format of the printed agenda, contact the City Clerk's office at 360.394.9880.

Para solicitar un formato alternativo de la agenda impresa, comuníquese con la oficina del City Clerk al 360.394.9880.

Agenda		
No.	Topic	Action/Recommendation/Discussion
		<p>taken and paid back with TIF as to mitigate the spikes (peaks and valleys) of TIF coming in to the City. This option has been explored with the City Attorney.</p> <p>DM Is there any way to assign importance to projects in the quarterly building report?</p> <p>DL There are two items which are identified as greater interest. Future reports will have a short statement which points the reader to projects of greater importance.</p> <p>The other question I had for the committee is if it would be more valuable to have the percentage rather than the individual numbers?</p> <p>Committee Agreed that the information as presented is preferable but have the statements compared quarter to quarter AND provide mass comparison of year to date based on valuation. Also consolidate smaller value permits into a misc. row.</p>

**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.

To request an alternative format of the printed agenda, contact the City Clerk's office at 360.394.9880.

Para solicitar un formato alternativo de la agenda impresa, comuníquese con la oficina del City Clerk al 360.394.9880.

Agenda		
No.	Topic	Action/Recommendation/Discussion
3.	Peninsula RTPO Interlocal Agreement	<p>BE</p> <p>Provided back ground on what the PRTPO is. This program exists for Clallam, Jefferson, Mason counties. Kitsap has not participated as of yet but may be able to benefit. Kitsap Transit has received state funding to provide grant funding for these counties for transportation related projects. The difference from PSRC is in amount of money. These funds are design for smaller capital items rather that infrastructure construction. There isn't a monetary commitment to be a part of the organization. It would be worth it to explore whether or not Poulsbo would benefit from participation.</p> <p>Jim Haney reviewed document and did not find issue. Will be presented to Council on the 22<sup>nd</sup>. (Peninsula's equivalent to PSRC).</p> <p>It is also worth mentioning that even if Poulsbo isn't able to achieve specific funding we can use this organization as a way to band together with other jurisdictions and lobby for larger systemic improvements throughout the county.</p> <p>3 position would need to be fulfilled, 2 by council members and 1 by staff.</p>
4.	Kevos Pond/Allison Meadows Traffic Counts	<p>AB</p> <p>Presented traffic findings of the Kevos Pond Traffic count. Results show that the neighborhood is within the 25 mph speed. However, the posted 15 mph speed limit is not being followed. The Engineering department is researching how to best deal with legacy speed limits that are below the enforceable 25 mph.</p> <p>ML</p>

**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.

To request an alternative format of the printed agenda, contact the City Clerk's office at 360.394.9880.

Para solicitar un formato alternativo de la agenda impresa, comuníquese con la oficina del City Clerk al 360.394.9880.

Agenda		
No.	Topic	Action/Recommendation/Discussion
		Explained where the new stop sign would be installed within Kevos Pond. This will not only slow vehicles but also increase sight distance at the intersection.
5.	PSE night Work Request	AB Presented to night work proposals from PSE. The work encompasses replacing (3) power poled along Bond Rd between Lindvig and 305. The reason for night work is to not effect the local businesses as the poles are along their main access frontage. Proposed hours of work are 6:00pm to 6:00 am. Motion to take to council for approval, approved.
	Meeting Adjourned	
Future Agenda Items		

**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.

To request an alternative format of the printed agenda, contact the City Clerk's office at 360.394.9880.

Para solicitar un formato alternativo de la agenda impresa, comuníquese con la oficina del City Clerk al 360.394.9880.



No.	Item(s)	Responsibility	Anticipated Meeting Date
1.	PMC – Transportation Development Code Update		May
2.	a. Speed Hump Policy		
	b. Street Lighting		
	c. Street Connectivity		
	d. Cross Walks/Green Plastic		
3.	2022 KCTP Capacity Improvements – Costs/Poulsbo share		May
4.	Long Range Plans & Legal Options for the Old Dump Site		May
5.	Assets for the Retiring PW Facility		Jun
6.	Water Filtration and Pump Station Visit		May
7.	Site Visit to Lincoln Well #2 WTP		May
8.	PW emergency prep and status overview		May/Jun




---

Reviewed by Mayor Erickson

**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.

To request an alternative format of the printed agenda, contact the City Clerk’s office at 360.394.9880.

Para solicitar un formato alternativo de la agenda impresa, comuníquese con la oficina del City Clerk al 360.394.9880.