



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

Subject	Meeting Agenda	Date	October 9, 2019
Recorder	April Zieman	Start Time	5:00 PM
Committee Chair	David Musgrove	End Time	7:00 PM
Committee Members	David Musgrove (DM) Gary Nystul (GN) Connie Lord (CL)		
Staff Present	Becky Erickson (BE), Mike Lund (ML), Andrzej Kasiniak (AK), Diane Lenius (DL), Josh Raney (JR), April Zieman (AZ), Anja Hart (AH)		

THE MEETING MINUTES ARE A SUMMARY OF THE AUDIO THAT IS AVAILABLE UPON REQUEST.

Agenda		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
A.	Questions & Concerns of the Committee	<p>AH- Horse-Drawn Carriage: where will it be stored? Needs to be downtown - no decision yet, won't fit in City Hall garage</p> <p>DM- RFB (blinking) crossing lights (for pedestrians) on Caldart – status?</p> <p>ML- Lights received last week, plan to have installed over weekend w/ sign "Traffic Revision Ahead – Caldart traffic does not stop" – no signage currently in place to warn of upcoming change</p>
B.	Agenda and Extended Agenda Review	None.
C.	Mayor, Department Head and Staff Reports	<p>AK- Raab Park & Swenson Sewer Lining Project done. Manhole project progressing – up Johnson is done, SR305 Manhole project is moving along at est. 1/day. KC Sewer Div. (annual) council meeting presentation – trying for Nov 6 or 13; KC sewer Comp plan revisions to synch with our Comp plan. Please send q's/topics of interest to AK to send to KC ahead of time; AK will get presentation ahead of time to fwd to PWC</p> <p>DL- Bldg Dept forecast: Taco Bell, Fairfield Hotel and Jersey Subs coming to Olhava;</p>

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

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C.	Mayor, Department Head and Staff Reports (Continued)	<p>DL- Residential is slow now but anticipates picking up in 2020: plats for Crystal View, Poulsbo Meadows, Blue Heron, Noll-Mesford.</p> <p>DL- McDonald's final next week.</p> <p>BE- Edward Rose Master plan release is upcoming to City Council next week; will now be the Oslo Apartments.</p> <p>ML- Vegetation "foam stream" (weed control method) demo tomorrow at 10a.m. meet at shop if interested.</p> <p>Garbage truck rehab is on hold, next year may replace</p> <p>Got scales for commercial truck – software update needed</p> <p>AZ- Sewer rate increase: 2019 CPI adjustment is why the rate increased looked higher, Sandi (Finance) reviewed and confirmed correct rates in spreadsheet. CPI adj are automatic, rate increase requires ordinance.</p> <p>AK- Sewer plan update to council 6Nov</p> <p>ML- Viking Fence completed new Lions Park fence, public shout out- great job!</p> <p>BE- Mike, get snow routes update to Shannon</p> <p>ML- Looking to use a brine maker this year</p> <p>AH- Note for PW - Illicit discharge, documentation of procedures: use caution!</p>
D.	Approval of Minutes: 9/25/19	Approved with revisions.
E.	Future Meeting Conflicts	None, DM out 23Oct.
2.	Agenda Items:	
1.	ILA for Public Education and Outreach	<p>AH- Stormwater Public Education & Outreach Interlocal agreement (ILA) will be up for renewal (2020-2022)</p> <p>Shared "Puget Sound Starts Here" short video about natural lawn care - part of regional outreach - Comcast broadcasted locally and regionally.</p> <p>Benefits of Program shared.</p> <p>Budget: Slight Increase in cost but program still beneficial to the City.</p>

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No.	Topic	Action/Recommendation/Discussion
		<p>Discussed methods of public education and associated costs</p> <p>Supplemental programs – school lessons, cinema ads, Puget Sound Starts Here (PSSH) – branding: Coasters, Mutt mitt (pet owner cleanup tools)</p> <p>KCPW 10-Step Marketing Campaign</p> <p>PWC requests agreement update to include position title vice employee name – would need to go through City attorney and County</p> <p><u>Action:</u> <i>AH will research agreement requirement regarding name vs position</i></p> <p>ACTION: *PWC recommends approval WSSOG ILA to forward to Council Consent Agenda</p>

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2.	Agenda Items (Continued):	
2.	Johnson Parkway Project Art Plan	<p>DL- Highlights WSDOT requires Artwork in ROW Diane reviewed the Johnson Parkway Art Plan and purpose. Wall theme shared. David Musgrove requested email of similar artwork done by Lisa Stirrett (<i>DL will request and provide</i>) Budget discussion: New program request for 1% of project toward art (\$150k) Retaining wall art (shields & mounting) est: \$30-50k Centerpiece in center of roundabout estimated at \$50-100k (possibly more). City will issue an RFP. Several other artwork opportunities exist for tunnels, parklets and accent areas (forecast). Knee-high wall (3' high) with board finish that connects with retaining wall "Velkommen til Poulsbo", pad for statue/art. Depending on new program request approval, late 2019 advertisement or early 2020 RFP for centerpiece art.</p>

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2.	Agenda Items (Continued):	
2.	Johnson Parkway Project Art Plan (Continued)	<p>Establish a selection committee for RPF w/ 3 Council members, Karla, Mayor, +1 (Artists from PALS may like to compete for bid) Volunteers/appointees from Council needed, facilitation from PALS team member or as directed by Council ACTION: *PWC recommends Art Plan Draft to WSDOT for approval. PWC recommends moving forward with the RFP process to create the selection committee and begin the solicitation project with a budget range \$75-100k.</p>
3.	Johnson Parkway/SR305 Roundabout	<p>DL- (PPT presentation) Overview of Johnson Pkwy/ SR305 Roundabout Awaiting WSDOT approval to advertise project</p>

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		in Nov. Expect 2 seasons of work (270 working days). 2 lanes kept open during construction. Traffic will shift for building of the tunnel. Season 1 construction will be the roundabout, tunnel and Culvert crossings. Season 2 construction new roadway, compact roundabout, wetland mitigation
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Agenda		
2.	Agenda Items (Continued):	
3.	Johnson Parkway/SR305 Roundabout (Continued)	<p>Timeline – WSDOT has provided review comments on 90% design, our team (PMX) is incorporating those comments into plans. Funding obligation is dependent on WSDOT approvals of final documents Eng Cost Est. \$14.5-\$15M range 10% Contingency, 12% Contract Admin, total \$18 to \$18.5M. WSDOT agreed to obligate tunnel \$ early! (prefunding not necessary) Noll Road Construction Cost Analysis by AZ illustrates funding sources, originally anticipated \$4.2M bond; based on TIB funds and other resources acquired, loan/bond is only \$2-\$2.5M. Internal loan or bank loan is appropriate for \$2M range. Bids will determine our actual needs. Mon (10/14) KC Commissioners Mtg for approval of temp road closure on lower Johnson Road. Closure needed for public safety and cost effectiveness.</p> <p>No Action – Update Only</p>
	Meeting Adjourned 6:34p.m.	

Future Agenda Items

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No.	Item(s)	Responsibility	Anticipated Meeting Date
1.	PMC – Transportation Development Code Update		Anticipated Meeting Date
2.	a. Speed Limit Policy		Oct/Nov
	b. Speed Hump Policy		
	c. Street Lighting		
	d. Street Connectivity		
	e. Cross Walks/Green Plastic		
3.	2022 KCTP Capacity Improvements – Costs/Poulsbo share		
4.	Long Range Plans & Legal Options for the Old Dump Site		Oct/Nov
5.	Assets for the Retiring PW Facility		Oct/Nov
6.	PW emergency prep and status overview		Oct/Nov
			Oct/Nov



Reviewed by Mayor Erickson

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