



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

Subject	Meeting Agenda	Date	April 22, 2020
Recorder		Start Time	5:10 PM
Committee Chair	Connie Lord	End Time	7:01 PM
Committee Members	Connie Lord (CL) David Musgrove (DM) Britt Livdahl (BL)		
Staff Present	Becky Erickson (BE) Andrzej Kasiniak (AK) Diane Lenius (DL) Mike Lund (ML) Keith Svarthulme (KS) Mary McCluskey (MM) Josh Ranes (JR) Michael Bateman (MB) Anthony Burgess (AB) April Zieman (AZ)		

**The meeting will be held virtually. The public is welcome to call in:
Phone: 1 (623) 404-9000 / Meeting ID: 1487112950**

**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	None
B.	Agenda and Extended Agenda Review	No Comments
C.	Mayor, Department Head and Staff Reports	AK-Preconstruction Meeting for the Finn Hill Rd project held this week. Construction to start soon – next week. ML-Report (ESA) for the Public Works Property received from Pertect. Property in better condition than expected. Also, cleanup dumpsters previously suspended due to COVID-19 are now available for citizens. There is a waiting list to get one. MB-The TIB re-light WA grant program has made its way to City's with population that Poulsbo fits into. The City will be working with PSE to replace street lights to LED. This will be a significant savings to the City in both maintenance and cost of the lighting. City has just been notified so details are still emerging. This is a first brush update with more details

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.

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No.	Topic	Action/Recommendation/Discussion
		to come. City should be getting replacements soon.
D.	Approval of Minutes: 3/11/20 & 4/8/20	Approved
E.	Future Meeting Conflicts	None Known
2.	Agenda Items:	
1.	Astound Master Permit Extension	<p>AB reviewed the current plan to renew the Master Telecom permit with Astound for one year. Previously a five year extension was discussed and moving forward to approval; however, due to COVID-19 and the Open Public Meeting Act requirements, Engineering and City attorneys are recommending a one-year extension due to considerable public comment that occurred with the original agreement. The one-year extension would keep Astound compliant and when this term is nearing expiration, an additional 4-year extension would be brought to Council for consideration and would allow the opportunity for Public comment.</p> <p>ACTION: Recommended to move one-year extension agreement with Astound to City Council for approval.</p>
2.	Fish Park Sidewalk Construction Project Overview	<p>MM gave a presentation on the next phase of Fish Park. The areas to be constructed were reviewed as well as the work to be done in each area. The funding for the project was reviewed. MM has been working with consultants and Engineering to move this project toward construction. Plan is to go to construction in May. Will be bid with 3 alternates and if bids are favorable, more can be completed on the project. Elements of the project reviewed and MM will be requesting a speed limit reduction due to closeness of the sidewalk to traffic on Bond Road. Volunteers for Fish Park a big part and were recognized.</p> <p>ACTION: None. Update Only.</p>

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3.	6 Year TIP	<p>AK reviewed the current 2021-2026 6 Year TIP. 6 Year TIP required by RCW 35.77 and 47.26 and also necessary for receiving State and Federal funding. AK reviewed list of projects on the TIP, their purpose and anticipated schedule. Very little change from last year's TIP. 15 projects totaling \$35.8M on the 2021-2026 TIP. AZ reviewed the 6 Year TIP process with PWC – SEPA, public noticing, Public Hearing at Council and adoption of the resolution. Current plan is to hold the Public Hearing and take resolution to Council for adoption in early June 2020, dependent upon current Stay Home Stay Healthy orders. Necessary to hold Public Hearing in order to adopt 6 Year TIP.</p> <p>ACTION: Process will continue and is scheduled to go to Council in June.</p>
4.	Lemolo Siphon Project Update	<p>AK gave a comprehensive update on the City's sewer system, history, and challenges for the future. The presentation started with the history of our sewer system and moved to our current sewer system and how it ends up at KC Brownsville treatment center. Cost sharing with KC reviewed. As part of our next scheduled Comp Plan update, Engineering is working with BHC Consultants to establish the City's plan for future anticipated growth. Budget of \$125K in 2020 and \$125K in 2021 approved for this study. The City's sewer capacity as aligned with flow and anticipated growth was discussed. Anticipated by ~2031 the City will reach it maximum capacity using population allocation numbers and anticipated flows. Engineering is exploring all options. Currently the City has 2 siphons that bring sewer from the City, under Liberty Bay and end up in Brownsville. Upgrades for the siphons, pump stations and treatment facilities were discussed in various scenarios to accommodate a 20-year plan and a 50-year plan. Redundant system required by DOE for the siphons. Due to current regulations, would need to be directionally drilled 30 feet below the surface to replace. Cost modeling shared – upgrade costs in the range of \$34M - \$42M. In normal flows, one siphon takes sewer</p>

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		<p>across Liberty Bay with the second siphon as a backup. In high flow events, the second siphon is used as overflow. BE clarified the current siphons in Liberty Bay are functioning properly; however, we need to start planning for their upgrade. This is important in the event something unforeseen occurs – the City would have to find a way to deal with sewer treatment. KS informed us about current maintenance that is occurring with the siphons to ensure they continue to operate safely and efficiently. AK talked about other treatment alternatives for the future. MBR's would treat sewer and discharge back into the water table. Treated water meets drinking water standards and would help with stream flow and aquifers. The City would need 4 to meet future needs. As Engineering goes through this process with BHC, they will continue to look at options, what would work best for the City and how to finance. One element of the plan is to create an Citizens Advisory Committee to look at all options and costs. AK expects this committee to be created by summer – after the consultant's scope of work and budget to do the study is received. Study is scheduled to complete by 2023. Suggestion was made to add info on the City website – including tonight's presentation. PWC requested another update in Summer 2020.</p> <p>ACTION: None – Update/Discussion only</p>
5.	Speed Limit Policy Discussion	<p>Agenda topic pushed to next meeting due to lack of time. MB to discuss Viking Ave as a first step and anticipates 30 minutes needed for topic. Will be on the agenda for the 5/13/20 PWC meeting.</p>

Future Agenda Items

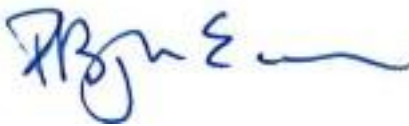
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No.	Item(s)	Responsibility	Anticipated Meeting Date
1.	PMC – Transportation Development Code Update		May/Jun
2.	a. Speed Limit Policy		May
	b. Speed Hump Policy		
	c. Street Lighting		
	d. Street Connectivity		
	e. Cross Walks/Green Plastic		
3.	2022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



Reviewed by Mayor Erickson

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