



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

Subject	Meeting Agenda	Date	May 27, 2020
Recorder	AZ	Start Time	5:00 PM
Committee Chair	Connie Lord	End Time	7:00 PM
Committee Members	Connie Lord (CL) David Musgrove (DM) Britt Livdahl (BL)		
Staff Present	Becky Erickson (BE) Diane Lenius (DL) Mike Lund (ML) Kim Hendrickson (KH) Josh Ranes (JR) Charlie Roberts (CR) Anthony Burgess (AB) Shannon Wood (SW) April Zieman (AZ) Citizens Leanne Musgrove and Stephanie Sluys		

**The meeting will be held virtually. The public is welcome to call in:
Phone: 1 (623) 404-9000 / Meeting ID: 148 180 1694**

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	Move extended agenda dates out
C.	Mayor, Department Head and Staff Reports	DL-The City participated in the TransTac grant competition for Fed funds on the Noll – North segment (Languanet piece) project. The City was awarded \$1.07M for the road and was allowed to go on the contingency list for the Shared Use Path part of the project for \$1M. The City will also be applying for Safe Routes to Schools and TIB grants to complete the funding of this segment. The City is planning for construction in 2024. ML-PW is getting back to “normal” with full staffing and are working on striping and other warm weather work.
D.	Approval of Minutes: 5/13/20	Approved
E.	Future Meeting Conflicts	BL may have some conflicts in July and will advise.

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

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2.	Agenda Items:	
1.	Johnson Pkwy/SR305 Roundabout Bid Open Update	<p>DL updated PWC on the results of the 5/22/2020 bid opening for the Johnson Pkwy project. The City conducted the bid opening COVID-19 friendly with bids dropped off safely at City Hall and the physical bid open virtual (Ring Central) Over 40 individuals called in to hear the bid results. The apparent low bid was from Active Construction for \$15,323,323. 2nd low bid was from Seton Construction for \$15,682,308. The Engineer's estimate for the project was \$17,755,845, so very good bids received. With contingency and CA the low bid is \$18.7M. CIP budget with \$3M bond factored in is \$20M.</p> <p>Engineering will meet with Finance to confirm the budget allocations, but it could be a bond is not needed to complete funding for the project and perhaps short term type of loan may be possible. Engineering will complete the review of the low bidder's proposal and obtain WSDOT concurrence to award. If concurrence is received, Engineering would like to go to City Council on 6/10/2020 to seek authorization from Council to award the contract. Notice of Award can then be issued late June.</p> <p>ACTION: Recommend bringing Contract Award with Active Construction Inc. to Council on 6/10/20 pending WSDOT concurrence.</p>
2.	Fatbeam Master Permit Revision	<p>AB presented a request from FatBeam to amend their Telecommunication Master Permit Application to allow for a route change on the NKSD fiber installation project that runs 35 miles of fiber from Kingston to North Silverdale. It was discovered during the process that 10-12 PSE power poles would need to be replaced and wires reattached adding a significant cost to the project and to NKSD. FatBeam is proposing a route change to provide a cost savings to NKSD. The new route will run from NE Hostmark and Caldart,</p>

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		<p>on Lincoln to Maranatha. As this permit is project specific to the NKSD work, an amendment is necessary to make the proposed route change. FatBeam is also requesting further discussion to get a City-wide permit separate from this amendment to allow them to add routes wherever they want throughout the City so they do not need to return to Council. PWC would like the City-wide permit to be a discussion within itself at a later date. DM asked for pros and cons to the proposed route for NKSD project. AB - Challenges are that there are portions on the new route where there are no above ground utilities, so they will need to underground the fiber. Also, there are areas with existing facilities that will need to be worked around. The benefit is the cost savings for not having to replace poles, or underground approximately 2400'. The new proposed route costs are in alignment with the original costs without replacing PSE poles. DM and CL would like motion that goes to Council to be specific to the NKSD project and to be clear this is a revision to the Master Permit to avoid confusion.</p> <p>ACTION: Recommend moving FatBeam Master Permit Amendment for the NKSD project to City Council for approval.</p>

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3.	COVID-19 <ul style="list-style-type: none"> • Business Recovery Plan • PPE to Support Local Business • Fjord Drive One-Way • Department Impacts 	<p>BE reviewed her <i>Business Recovery Plan</i> that has been presented at committees and Council and is broken out in 3 parts. Part 1 is Summer Fair which allows businesses to flow out into the streets. Some businesses are headed that way and the City is working on meeting the requirements to make this happen to meet Phase 2 requirements. Part 2 is Parking. Paid parking was proposed to benefit HDPa with the proceeds for the first 2 years. Not well received at Council, so the City will not be pursuing this. Part 3 is infrastructure changes for pedestrians to create safe walking for the community. Phase 1 in infrastructure would be to create a 1 way street on Fjord from Hostmark to 6th. Also, the City would like to address safe walking in other parts of the City such as Iverson and possibly Lincoln. This will be a multi phased process.</p> <p><i>PPE's for business owners</i> – A website called Poulsbo Business Recovery (http://poulsbobusinessrecovery.com) has been created to help small businesses by supplying PPE's at no cost to them. Businesses can place a one-time order to get a supply of PPE's to get them started in order to re-open their businesses. There will also be a sign available at no charge to illustrate what they are doing to provide a safe store for customers and staff. This is an 11x17 sized sign that is optional for business owners.</p> <p><i>Fjord Drive One-Way</i> – ML presented his idea to convert Fjord Dr from Hostmark to 6th into a one-way street with traffic routed away from downtown. The presented plan is using striping,</p>

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		<p>delineators, signing and lanes as they exist now for a Southbound 1-way Fjord Drive. BL polled neighborhood regarding how they feel about this plan. Overall neighbors are in favor. Most concern was over 6th Ave speeding. ML said his plan would be fairly quick and inexpensive to implement. Speed tables (3) and possibly some radar speed signs would be added on 6th to address possible speeding and a 3-way stop would be added at 6th and Hostmark. Speed tables will be installed mid-block as to install them at existing cross walks would entail rebuilding existing ADA installations and be expensive. Will also add signing & barriers to demonstrate which way to go and where streets are closed.</p> <p>Engineering recommends a traffic study which costs ~\$12K to be completed first. Will take 2-3 weeks to complete. Study will make sure solution is viable and/or offer alternatives and address unintended consequences. PWC concurred. Estimate to complete the road revisions is \$50K which includes 3 speed tables (radar speed signs \$5K each extra). ML will take proposal to City Council on 6/3/2020 along with a budget amendment for \$60K to fund traffic revisions and traffic study - which would be completed first. This project would be phase 1 of an ongoing project to create safe pedestrian walking throughout the City. BE will meet with Deb Booher to figure out funding.</p> <p>ACTION: No motion made, but topic will be brought to Council on 6/3/2020</p>

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		<i>Department Impacts</i> – BE gave an overview about how the City as a whole is coping with current environment and how she would like the City to transition to the next phase 2. BE would like staffing levels to move toward 50% with at least one person per department reporting to work. DL gave a summary of how Engineering & Building is staffing during the Stay at Home order and its path forward as employees start returning to work and transition into Phase 2. ML gave an update on PWC. They are fully staffed but offer 3 different shifts in order to maintain distancing in the lunch area to 10 people. BE gave an update on Parks & Rec who has been hit hard by COVID-19 as their programs have been put on hold or cancelled. Staff is working hard on starting back up and how to address the requirements by the Governor to keep everyone safe.

Future Agenda Items

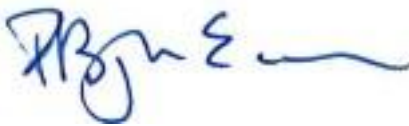
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No.	Item(s)	Responsibility	Anticipated Meeting Date
1.	PMC – Transportation Development Code Update		May/Jun
2.	a. Speed Limit Policy		May
	b. Speed Hump Policy		
	c. Street Lighting		
	d. Street Connectivity		
	e. Cross Walks/Green Plastic		
3.	2022 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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