



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

Subject	Meeting Agenda	Date	July 8, 2020
Recorder	C. Roberts	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	April Zieman (AZ), Diane Lenius (DL), Charlie Roberts (CR), Andrzej Kasiniak (AK), Leanne Musgrove (Citizen Guest), Mayor Becky Erickson (BE), Mike Lund (ML), Alex Atchison (PMX Guest), Shannon Wood (SW), Josh Raney (JR)		

The meeting will be held virtually. The public is welcome to call in:

Phone: 1 (623) 404-9000 / Meeting ID: 149 966 8901

Agenda		
No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
A.	Questions & Concerns of the Committee	Would like to end meeting at 6:30 in prep. for Council. No questions or concerns at the moment.
B.	Agenda and Extended Agenda Review	DM – asked if any updates about neighborhood streets project. CL – asked that extended agenda items be looked at prior to next meeting.
C.	Mayor, Department Head and Staff Reports	AK – announced his retirement from the City of Poulsbo after 27 years of service. Moving to next phase of life. Thanks Mayor, Council and PWC for all support over their years, also very happy with accomplishments especially over last 12 years. Plans to continue to be actively engaged, looking forward to new challenges. Compliments to AK for being great asset for team and City overall. All - will be missed. ML – update about neighborhood streets, moving forward with base bid and bid additives, Laurie Vei and Noll Meadows – both about 30 years old in ok shape so

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		<p>good candidates for chip seal. Bid Monday July 13 and open bids in August with construction in September.</p> <p>DL – mentioned contract on Finn Hill took a week off due to COVID scare. All negative on tests so back to work. CL asked about anticipated end date – Josh as of now towards beginning of October, however showing work completed prior to that. DM – pointed out on contractor is on schedule.</p> <p>Mayor – mentioned school will be different and not quite sure what it looks like yet. But transportation will be serious challenge. Will be meeting with school district to get better idea of what it looks like. Pickup and dropoff at NK school campus and increasing traffic (parents drop off). Challenges to figure out.</p>

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D.	Approval of Minutes: 6/24/20	Minutes approved
E.	Future Meeting Conflicts	ML may be out for next. No other conflicts at this time.
2.	Agenda Items:	
1.	Fjord Traffic Revisions – a. Traffic Study b. Property Owner Communications	DL – would like to start with traffic study. Was in PWC packet, available to answer questions. Also have Alex Atchison from Parametrix on the call to answer questions. She does quite a lot of the modeling for the city as well as reviewing the Developer traffic impact analysis. Very familiar with City and patterns. DL – when started thinking about shifting to one way wanted to make sure we had a study (just like anyone else). DL shared highlights from report, looks at two options (NB and SB), change in flow pattern assumed was worst case (all vehicles go to 6 th , in reality vehicles will spread out and find other routes). Big difference with SB is Hostmark / Fjord / 4 th intersection. City provided speed data which was available, 85 th percentile speed is in range of 30-33 on Fjord and 6 th . Concept adds speed tables to 6 th to help with traffic and speeds. All interesections operate within acceptable level of service (LOS) with traffic modifications. Report shows daily volumes on the streets and again within the realm of acceptable for street capacity. DL – Hostmark and 6 th , current delay is about 12 seconds, increases to 17 seconds in SB option. City believed it would warrant a three way stop, however it is not warranted, and City will watch intersection to see if is warranted in future. In comparison of

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		<p>alternatives primary difference is that in SB option the City takes advantage of existing sidewalk as well as keep on-street parking. Majority of impacts happen in either SB or NB option. Traffic calming and speed tables on 6th.</p> <p>BL asked about stop sign warrants, DL answered it was delay and Alex added also traffic volume ratio from primary and secondary streets. DL clarified that bikes will have sharrow in SB lane, but the NB bike traffic will go up 6th due to the width of area for non-motorized.</p> <p>DM – spent time watching pedestrians and appear to currently walk on water side (maybe half and half when there is a sidewalk). May make sense to have pedestrians on west side, any thoughts or considerations. BL – agrees that pre-covid a lot of people south of 6th walk on water side, but between Hostmark and 6th majority are on sidewalk.</p> <p>DM – asked how driveway parking on eastside vs. westside. Some are pull in some are parallel. ML - For driveways on East side there will be a 20' driveway hatched out for people to pull out, on west side, the entire length would be one long driveway due to the nature of the driveways.</p> <p>DL – back to tech memo, any other questions on tech memo? Hit highlights – more into operational aspects.</p> <p>DM – wants to make sure that report includes or does not include the roundabout. DL, currently not in draft report. PMX has completed the model but not input into report. DL – traffic modeling is similar to water – take easiest route, does not necessarily take into</p>

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		<p>account the drivers desire to take a more scenic route. Alex – completed the roundabout modeling in 2009, on east side of SR305 model shows dramatic differences, however in west side of SR305 near no impacts since not adding capacity, building new lands, etc. Existing neighborhoods will experience significant new traffic growth. Modeling is based on PM peak, primary flow in PM peak is NB and if Fjord is SB then not a huge impact. Alex recommends continuing to monitor the temporary situation, and adjust accordingly. Confirm traffic patterns against model and then adjust to fit real world. DM is surprised that more people will not take easy left after roundabout is installed. Alex indicated that they will be adding appendix to the draft report to clarify some 2040 assumptions and volumes.</p> <p>CL – commented that people still have option of using 6th. Has sneaking suspicion that reality will be different than model.</p> <p>Alex believe that's majority of traffic will be primarily neighborhood, not significant amount of cut-through. If goal is to keep people on highway then SB would be desired direction, some business owners may like idea of channeling people downtown. Depends on what your goals are.</p> <p>DM – what are the goals? COVID recovery and safety. Mayor – biggest goal is pedestrian safety, COVID separation has made situation worse, City already has two lawsuits pending about pedestrian safety. This appears to be worst area in City, but see it a lot of</p>

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		<p>places. SB vs. NB, SB makes sense since provides traffic calming and we have heard from citizens that traffic calming and reduce traffic, if NB then will have more cut-through traffic, represents citizens. People on Fjord are excited about this, but if we get into it and need to tweak then can make adjustments. DM have opportunity to explore other options, uses, etc. Mayor – important to listen to traffic engineer.</p> <p>DL – engineering department debated lost of different alternatives while on site. DL – shared draft notice/letter to citizens regarding what we are planning and what we are planning. Intended to go out to residents in neighborhoods. CL wanted to make sure we distribute to sidestreets. ML – shared concept drawings. Showing the striping, driveway hatching, and arrows, delineators. Discussed the challenges at Sommerseth (1-way thru there potential), also challenge with mailbox cluster at Seth Abra (serves about 4-5 houses). ML to work with Postmaster on a few different scenarios. Also garbage cans, and picking them up. Plan to adjust schedule for early morning pickups. Traffic revisions at 6th and Fjord, (left arrow, right arrow, barricades, sharrows). Three speed tables added to 6th ave, near Sommerseth, Ryen, and between Eliason and Harrison. Agate Asphalt to come in on 20th or 21st to complete this work first.</p> <p>ML – timeline, materials ordered. Notices handed out 13/14th, speed tables 20th, prep work, and about 2 weeks to complete the project.</p> <p>DM – asked about more painted signage</p>

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		<p>on pavement. ML – have arrows for one-way and also have a large pedestrian symbol to place on pedestrian lane. CL asked about bike lane sharing lanes SB, but bike route will be NB on 6th. DM commented about lost opportunity to do something cool. CL clarified that recommendation from traffic consultant recommended monitoring situation and then adjusting as need. ML also commented that Fjord pavement in not great condition, 6th was built for additional traffic. Future opportunity. CL – comment about concern and concerns from residents about not making a 3-way stop at Hostmark + 6th. Will keep on eye, mayor has also seen other side where stops were put in, but very difficult to remove again.</p>
2.	COVID-19 Updates	<p>ML – PW big update is Fjord revision. One concern is as cases uptick and shift to minimal staff option. DL nothing to add. Mayor has draft plan for when we move to Phase 3. Covid plan to staff towards next week, in process, lot of work.</p>
	Meeting adjourned 6:24pm.	

Future Agenda Items

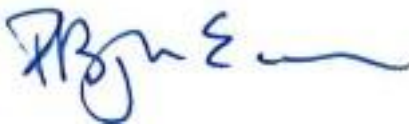
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No.	Item(s)	Responsibility	Anticipated Meeting Date
1.	PMC – Transportation Development Code Update		July
2.	a. Speed Limit Policy		July
	b. Speed Hump Policy		
	c. Street Lighting		
	d. Street Connectivity		
	e. Cross Walks/Green Plastic		
3.	2022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



Reviewed by Mayor Erickson

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