



**City of Poulsbo**  
**Public Works Committee**  
**City Hall – 200 NE Moe Street**  
**3rd Floor Conference Room**

<b>Subject</b>	<b>Meeting Minutes</b>	<b>Date</b>	<b>07/13/2022</b>
<b>Recorder</b>	R. Bowen	<b>Start Time</b>	5:00 PM
<b>Committee Chair</b>	Connie Lord	<b>End Time</b>	6:30 PM
<b>Committee Members</b>	Connie Lord, David Musgrove, Andrew Philips (call-in)		
<b>Staff Present</b>	Diane Lenius (DL), Rachel Bowen (RB), Charlie Roberts (CR), Shannon Wood (SW), Mike Lund (ML), Michael Bateman (MB), Josh Raney (JR), Becky Erickson (BE)		
Meeting Video: <a href="https://us06web.zoom.us/rec/share/ycfmnXML_LO-YsrZhujbGrWsVAd3Fd9leJj6ooq19Mh_nGyQXAV38qwZX97nN3P.zDCKvAM2w8eGutXK?startTime=1657757194000">https://us06web.zoom.us/rec/share/ycfmnXML_LO-YsrZhujbGrWsVAd3Fd9leJj6ooq19Mh_nGyQXAV38qwZX97nN3P.zDCKvAM2w8eGutXK?startTime=1657757194000</a> Passcode: 762!CwWc			
<b>No.</b>	<b>Topic</b>	<b>Action/Recommendation/Discussion</b>	
<b>1. Administrative</b>			
A.	Questions & Concerns of the Committee	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Further Action Requested: Connie Lord asked how the waterline flushing last month by contractor downtown was resolved. flushing by contractor downtown resolved? Mike Lund: flushing typically done after 10pm but it was flushed during the daytime, inundating Hostmark and downwards. Code would need to be stronger to enforce on this issue. CL: Asked why contractor couldn't reimburse the city for the effort for cleaning up the system? ML: There would need to be stronger code enforcement. CL suggested that stronger code enforcement should be looked into. ML said that they could potentially look into not giving business licenses to contractors who repeatedly violate code.	
B.	Public Comment Opportunity	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Further Action Requested: None.	
C.	Mayor, Department Head and Staff Reports	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Further Action Requested: ML: got new garbage truck. Not in service yet but will be soon. Striping contractor worked in town and will be done this Saturday, July 16 <sup>th</sup> . DM asked if the striping contractor has been able to go to Johnson and new paved areas there ML responded that this striping contract is separate from what is happening at Johnson Pkwy. New sealcoat project at applewood, thistlecourt,	

and East Blyn has been completed and looks good.  
DM: asked about previous sealcoats  
ML: previous years done with a drag box per manufacturer's directions, this year the contractor had bigger screens installed and it now looks cleaner.

CL mentioned mayor's letter to state legislators to petition to make it a statewide project for neighborhood streets.

DL discussed new construction cost index for Seattle. DL is concerned that the cost of construction has increased 18.3% nationally and 21.8% in Seattle over past year. We will potentially be seeing this increase in change orders and new bids. Change orders are done for new work at current rates. Cement is a difficult to obtain commodity right now which will affect smaller projects as priority is going to larger projects.

JR: Johnson PKY update. Single lane roundabout configuration. No major incidents so far; curbing for all splitter islands, center of roundabout, and red concrete for one splitter island has been poured. Concrete going in everyday for next week. Wall panels will be casted in about three weeks. Final paving up the hill on Johnson PKWY is finished, with striping coming next. Final asphalt lift on SR305, around tunnel, and pond will be first week of August (2<sup>nd</sup> and 3<sup>rd</sup>) at night. After that two-lane roundabout with lane shifts and traffic controls.

DL: Project on hillside of johnson pkwy. Putting up silt fence right now and staking trees to prepare for clearing.

BE: asked about if it is a standard or PRD. DL responded that it is a PRD subdivision. BE asked about stormwater amenities on storm vault and tree retention.

MB: there will be tree retention around the creek that is also creek buffer. There will also be an amenity on storm vault. Most projects from here on out will be more challenging, steeper and less tree retention on site. Might be a good goal to strengthen our re-planting ordinances. Requirement is fairly strong, but it could be stronger.

DM: when will Johnson be open to the public?

JR: End of September to early October.

		<p>Landscaping and clean-up will be done through October. Part of sunrise ridge paved but most of it is still gravel and to be used as emergency access. Right now, that would be a developer project.</p> <p>MB: Development and development review is very busy. Got feedback from developers about Poulsbo being a desirable area to build, but this could make affordability a potential issue.</p>
	Chairman Election	<p>CL: Typically done in July. Chairman is typically 6-month appointments.</p> <p>DM: suggested that CL continue to be chairman. DM moved to have CL continue as chairman. AP seconded. Motion passes.</p>
D.	Agenda and Extended Agenda Review	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Further Action Requested:
E.	Approval of Minutes: 06/08/2022	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Further Action Requested: DM: move to approve the minutes. AP second. Motion passes.
F.	Future Meeting Conflicts:	<input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Further Action Requested: No conflicts.
<b>2. Agenda Items</b>		
A.	<a href="#">TIB Relight Washington LED Street Light Grant</a>	<input type="checkbox"/> Discussed <input checked="" type="checkbox"/> Recommended to Council <input type="checkbox"/> Further Action Requested: <p>Michael Bateman: Relight Washington is an ongoing grant with transportation improvement board to change high pressure sodium lights to LED to save energy and money. Phase 1 is completed. Phase 2 will replace 158 lights at 100% reimbursement. 146 were replaced in phase 1. Billing for phase 2 is \$67,000 billing for phase 2; \$42,000 for phase 1. Yearly saving of 6.5k/year in energy conservation for phase II. Total budget for light is about 180k/year and price increases with each new subdivision built.</p> <p>Recommended motion: move contract to city council next week to request authorization from the council to authorize the mayor to sign the contract. After this phase, most lights from Hostmark down will be switched to LED.</p> <p>DM: asked about long-term maintenance costs?</p> <p>MB: Tariff that is paid is used for power,</p>

		<p>maintenance, and replacement of light bulbs. Tariffs go down about a third with LED lights. Yearly savings includes maintenance. Overall, LEDs are easier to maintain and cheaper to run.</p> <p>AP: moved the motion.</p> <p>DM: second the motion. Motion passed.</p>
<p>B.</p>	<p>Mesford and Swanson PRV bid opening, contract award, and budget amendment</p>	<p><input type="checkbox"/> Discussed <input checked="" type="checkbox"/> Recommended to Council  <input type="checkbox"/> Further Action Requested:</p> <p>Charlie Roberts: Mesford and Swanson PRV are water projects. Bids were opened on June 16<sup>th</sup>. Project replaces two PRV (pressure reducing vaults) to balance water pressure zones for emergency use and maintaining pressure. Mesford PRV is from 1974 and Swanson PRV is from 1950. Project is a 2022 water CIP project with budget of 400k. Gray and Osborne completed design. DOH has reviewed and accepted the project. Engineers estimate was 600k. Received 3 bids, all above engineers estimate, but were all fairly competitive. Lowest bid was McClure and Sons at 660k. Talked with Debbie about budget amendment of 400k. Debbie approved budget amendment. Water reserves are healthy and can cover amendment.</p> <p>DM asked if CIP budget includes all budget lines in presentation?</p> <p>DL thinks that original budget was about 3 years old and may not have had Swanson on the budget.</p> <p>Westside well is 250k under budget and will go back to water reserves and help pay for this project.</p> <p>Recommended Motion (by AP): recommend to city council approval of construction contract with McClure and Sons for Mesford and Swanson PRV project for \$659,814.79 and recommend approval of a budget amendment of \$470,000. Seconded by DM and voted to recommend unanimously.</p>
<p>C.</p>	<p>Construction Support consultant contract with Gray and Osborne for Mesford</p>	<p><input type="checkbox"/> Discussed <input checked="" type="checkbox"/> Recommended to Council  <input type="checkbox"/> Further Action Requested:</p> <p>CR: going to hire Gray and Osborne for construction support including as-builts, construction review, and field meetings. They will also help with DOH paperwork on the back end.</p>

		<p>The bid was 44k and that is part of the budget amendment in agenda item B.</p> <p>CL: recommend to city council to award construction support consultant contract amendment with gray and Osborne in the amount of \$44,330 and authorize the mayor to sign on behalf of the city. DM seconded. Motion passed unanimously.</p>
	<p>Consultant supplement with G&amp;O for Westside</p>	<p><input type="checkbox"/> Discussed <input checked="" type="checkbox"/> Recommended to Council  <input type="checkbox"/> Further Action Requested:</p> <p>CR: Construction started about 1 year ago. Construction has gone well overall. The project provides iron and manganese treatment to westside of City, also includes rehab of well pump, and electrical transformer upgrade. Construction started in June of last year, with substantial completion by February this year. Project added backwash tank, filter building and equipment, fencing and site improvements. Project challenge is with the generator. It was ordered in September and just got shipped on July 11<sup>th</sup>. It will be installed next week and is last remaining item. There was an unanticipated cost when the transformer at well site was determined to be undersized for the facility. This caused additional costs from working with contractor and PSE. Overall budget was 2 million: 1.3 million in construction, 2% in change orders The budget to date is 1.7 million spent and we are anticipating being under budget by about 200k. The consultant amendment is for incurred additional work that Gray and Osborne had to do. Budget amendment request is for \$17,680 for costs. This brings total for consulting to 98k, or 6.8% of construction contract. Westside well is 250k under budget and will go back to water reserves.</p> <p>Motion (AP): Recommend approval to city council, the consultant contract supplement with Gray and Osborne in the amount of \$17,680 for construction services to the westside well iron and Manganese treatment facility project. Seconded by DM. Motion passes.</p>
	<p>Systemic Safety Project Update</p>	<p><input checked="" type="checkbox"/> Discussed <input type="checkbox"/> Recommended to Council  <input type="checkbox"/> Further Action Requested</p>

JR: Last week we learned from the contractor about cement shortages causing issues with getting concrete delivery for project. On Monday we found out that concrete is available for Fish Park. Fish Park was originally going to be paved in halves but now contractor has requested to do entrance all at once. We worked with Dan and Rachel at Parks to discuss closing Fish Park entrance starting tomorrow. Entrance will be closed until next Thursday at the latest. Pouring will happen tomorrow and Friday, with 5 days of cure time. Concrete availability at other sites is uncertain so demo work will not be scheduled at front street until certainty of concrete delivery is known. Front Street will be done in two pours for traffic control. Going to communicate with local businesses around crosswalk.

DM asked about schedule for pouring at Fish Park.

JR: hopefully concrete will get scheduled and then there may be the potential to finish project earlier than original plan due to doing closing entrance and finishing all at once. Rachel from parks and contractor is putting out notices to tell those to park across the street at Nelson Park. Hostmark and Caldart are remaining sites that need concrete. Fish park entrance will have a two-week disturbance rather than four weeks.

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	<p>Meeting adjourned 6:11pm</p>	
	<p><b>Adjournment.</b></p>	