

**City of Poulsbo**  
**PUBLIC WORKS COMMITTEE MINUTES**  
Wednesday, April 25, 2007  
Planning & Engineering Conference Room

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**Time Started:** 5:00 PM  
**Time Ended:** 6:50 PM  
**Committee Chair:** Ed Stern (ES)  
**In attendance:**  
    Council members: Mike Regis (MR), Ed Stern (ES), and Jeff McGinty (JM)  
    Staff members: Jeff Bauman (JB), Andrzej Kasiniak (AK), Barry Berezowsky (BB),  
                    Kathryn Quade (KQ), and Carly Michelson  
    Visitors present: Charles Melton, Becky Erickson, Linda Berry-Maraist, Molly Lee, and Luis  
                            Barrantes (LB)

ES called the meeting to order at 5:00 PM

#### **ADMINISTRATIVE**

##### **Approval of minutes – February 28, 2007 (Exhibit A)**

MOTION: Regis/McGinty. Move to approve the minutes of February 28, 2007.

#### **Department Head Reports**

Public Works – JB reported his staff is working on getting signage for the SR305 construction. The police department will help enforce, and AK is working with WSDOT to get speed tables for 9<sup>th</sup> Avenue to calm traffic. MR will recap with the citizens that were originally concerned about 9<sup>th</sup> Avenue to see if these measures have helped. JB is also working on creating standards for the City's traffic calming, a continuing process. AK and JB met with the KPUD and delivered a copy of our Comp Water Plan. JB reported that the storage shed built at Raab Park is complete. The contractor would like to release the retainage. The committee concurs to recommend to Council to release the funds.

Engineering – AK advertised the RFP for Noll Road. The contractors are requested to look for at least two alternatives for traffic calming. This study is budgeted for \$50K. MR volunteered to sit on the selection committee for the proposals that will be opened on May 23.

Planning – BB reminded the Committee that there are only three working days left until the proposals are due for the New city hall. He is expecting seven proposals. The Long Range Planning Committee will be meeting next Friday. BB will make copies and distribute the proposals to the Council. Review criteria has been developed, and will be the basis for the Committee's and the Council's review process.

#### **AGENDA**

##### **1. Port Annexation (Exhibit B)**

The Port would like properties that were annexed into the City to also be annexed into the Port District. However, the Port must apply through the County, with a petition of 10% of the voters. It is the Port Commissioners' responsibility to create the benefits to the voters.

##### **2. CAO/PRD Updates**

BB reported the timeline distributed at the last meeting is still current. The PRD Task Force continues to meet to review the PRD document. The Task Force should be complete by June.

The CAO document has been sent to Jim Haney for review, and is also going through staff review. The document is approximately 80 pages, including a thorough annotated bibliography. Once the document is distributed to Council, it becomes a public document. This document will be available for the public on the website. There will also be a public review time, with another public hearing prior to the final adoption.

##### **3. Request for Code Amendment By Alma Management, LLC (Exhibit C)**

BB stated that Alma Management has requested a code amendment that would amend the setbacks for the properties placed along 7<sup>th</sup> Avenue. This could be a mechanism for traffic calming, as the proposal includes removing a turn lane, and putting in a boulevard. However, this may be a street that needs traffic to flow quicker. The only difference in the proposal is the center median strip; all

sidewalks are continuous. The contractor will need to prove that they can provide a proper turning lane. Exchanging the landscaping requirements into the boulevard isn't acceptable; the City would have to change the street standards.

ES recommended that the property owners review the project and make sure that they are okay with this. The road capacity can't be lessened. There is already a failing level of service on 7<sup>th</sup> and Liberty. ES recommended that BB and AK send this proposal back to staff. The Committee is not in favor at this point. JB stated if they can demonstrate this will help/improve the street to do what it is intended to do then the City will review their proposal.

**4. Olhava Stormwater Report (Exhibit D)**

JM stated that he requested the Olhava Stormwater detention pond performance information from AK in order to answer the questions of citizens that are still concerned. The data is collected periodically and monitored by the PW Department. To have a continuous monitoring program would cost the City about \$8K. It is desired to eventually monitor these on a continuous basis. The Committee discussed the Stormwater report.

LB asked what the Committee's environmental concerns were. He wanted to make sure the Committee and the Mayor understand these issues. The City's goal is to be a good steward of Liberty Bay. JM stated he is happy with the report presented by AK.

**5. Caldart Avenue/Lincoln Road Traffic Signal and Sidewalk Improvements Bid Opening**

AK presented Exhibit E: *Bid Tabulation*, reporting the four bids that came in for the Caldart Avenue project. The lowest bidder was Ace Paving, coming at \$799,970.08 which is only \$2500 above the engineers estimate. AK requested Committee recommendation of approval at the next Council meeting. A portion of this project will be funded by DOE grant (\$265K) for low impact development (LID). The goal for going after the grant was to provide the demonstration of LID. ES suggested getting the OC-Poulsbo campus LEED program involved with volunteers and education. This is one of the largest impervious surface projects going on in the state.

MOTION: McGinty/Regis. Move to recommend the accepted to bid to Council. The Committee agreed unanimously.

**6. Road Standards: Alness Marka Road Section Variance Request – not on agenda (Exhibit F)**

The plat currently does not meet the City standards because there is only a sidewalk on one side of the street. The request will go to the hearing examiner. The project will include a sidewalk curb on one side with two eleven foot lanes. They also need to provide 10 temporary parking stalls on the opposite of the road, which will expire once that side of the road will be developed. MR is concerned about the City's authority to enforce the contractors to give up that parking. MR requested that it be stated in the conditions of approval the possibility of this continuing through to Caldart avenue in the future. AK requested the recommendation of approval.

MOTION: McGinty/Stern. Motion to recommend approval of the Alness Marka Road Variance Request. Motion carried 2 to 1.

Minutes respectfully submitted by Carly J. Michelson

- Exhibit A: *PWC minutes of February 28, 2007*
- Exhibit B: *Annexation Handbook Publication. April 19, 2007*
- Exhibit C: *Amendment to Poulsbo Municipal Code - Alma Management. April 17, 2007.*
- Exhibit D: *Olhava Stormwater Facilities – Performance and Monitoring. April 25, 2007.*
- Exhibit E: *Bid Tabulation – Caldart Avenue Signal. April 25, 2007.*
- Exhibit F: *Alness Marka Road Section Variance Request. April 23, 2007.*