

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

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**Time started:** 5:10 PM

**Time ended:** 7:05 PM

**Committee Chair:** Ed Stern (ES)

**In Attendance:**

Council members: Jeff McGinty and Ed Stern

Staff members: Jeff Bauman (JB), Andrzej Kasiniak (AK), and Carly Michelson

Visitors: Becky Erickson, John Lee, and Chris Morrison

**Absent:** Councilmember Regis

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ES called the meeting to order at 5:10 p.m.

**Department Head reports:**

Public Works -- JB updated the Committee on the Viking Avenue fuel spill. He reported the fuel tanks have been pulled out, and one had a large hole in the bottom of it. There are still fumes coming out into the creek. The DOE will start doing geo-probing to help locate the source and the extent of the leak.

*Of Special Interest to the Council as a whole:*

JB discussed projects coming through the Noll corridor. KCCHA is proposing a 130 home site on Noll Road, and JB is concerned about the sewer infrastructure. KCCHA is willing to install a sewer line, and will help to encourage the other developers in that area to do the same. As an alternative, KCCHA is also willing to install a pump station large enough to support all the developments north of their site. Becky Erickson stated that the City needs to have a resolution for this project. There are water issues on this site. It is in the interest of the developers to come together with their utilities, including working together to create this sewer line. It is cost effective for them to install both the stormwater and sewer lines simultaneously.

ES discussed long range planning topics regarding the Comprehensive Plan, and using low impact development (LID). BE suggested the City create an urban growth area (UGA) policy to help guide these planning issues. The RCW's guide the Comprehensive Plan, which helps serve the UGA, and in turn creates our Capital Improvement Plan (CIP). This brings the dilemma of annexing properties without being able to provide adequate facilities and infrastructure. Allowing these developers to install temporary lift stations directly violates the City's Comprehensive Plan. ES would like to discuss at a later time the options of paying for these projects ahead of time, rather than waiting for the developers to build in the area. This challenges the policy of growth paying for growth. ES stated that the Council should discuss stating at the time of annexation when the City plans on improving that area with the appropriate facilities. If the developers want to develop at a sooner date, suggest to them they have the option to front the costs for installing these facilities, according to the City's comprehensive plan. John Lee stated that if the City sticks with their long range plan, then the developers will feel more comfortable doing business here because they will build where the City provides them the guided area. Otherwise, if the City does not follow the comprehensive plan, then the City is allowing the development to be guided by the public market. ES recommended that the City create a checklist for annexations in order to facilitate information.

Engineering -- AK reported that the 7<sup>th</sup> Avenue project Request for Proposals will be sent out Monday. The Noll Road consultant will be selected at an August Council meeting. AK also reported that a majority of the sidewalk on Caldart Avenue has been installed. He reminded the Committee that this is the first impervious sidewalk installed in the City.

**AGENDA ITEMS**

**1. Traffic Calming Continued - Exhibit A and B**

JB discussed the traffic calming policy. He stated that, in his experience, speed bumps don't work and speed reader boards work well. His proposal includes three phases, and a list of criteria for streets to meet before the City follows through with calming measures. JB handed out Exhibit B that outlines his proposed traffic calming program. This program will provide the City with a traffic calming standard and conform to established transportation standards. This would be administered by staff, and the Committee and/or Council would only see the calming requests if they met the criteria. JB recommended adopting the qualifying criteria that Kitsap County uses. ES suggested making a

distinction between neighborhood streets and arterial roads to eliminate the concern of 25% of the traffic speeding. JB suggested removing the speed requirement from the qualifications because the other requirements will cover that request without quantifying the speed on those streets. The County also established a ranking system for the eligible streets as a way to prioritize the projects. JM is concerned about enforcing this policy. JB recommended this policy because it is supported by the entire County. ES recommended JB take this to the Planning Department for comments.

Chris Morrison, Poulsbo Fire Department, reported his thoughts on this traffic calming policy. He stated that with heavy vehicles (1000 lbs) like the fire trucks and water trucks, the speed humps will impact their long term maintenance of these vehicles. Also, when it comes to life safety, it is important for the vehicles to move as quickly as possible through City streets. Speed bumps also interrupt care to patients in the back of EMT vehicles. AK clarified that the fire department should have designated routes that would not be affected by these calming measures. ES asked JB to provide a map of all the current locations of installed speed bumps and speed tables. AK stated that he feels speeding is an enforcement problem, not an engineering problem. JB stated it is a shared problem that needs to be addressed. ES also mentioned the option of using traffic enforcement cameras.

**2. Amend Contract with Parametrix for Sanitary Sewer Comprehensive Plan – Exhibit C**

AK submitted Exhibit C: Final Sewer Comprehensive Plan. The tasks that have been brought up through community meetings (specifically Lemolo) are exemplified in the exhibit and support the rate increases suggested by the sewer comprehensive plan. These specific tasks have been identified with a total of 141 hours, equating to an increase in the Parametrix contract amount of \$16,758. AK stated it would be helpful to have monitoring stations to better evaluate these statistics, rather than depend on a consultant every time the City wants to look at these reports.

Meeting adjourned at 7:08 PM

Minutes respectfully submitted by Carly J. Michelson

Exhibit A: *Memorandum: Traffic Calming – July 19, 2007. Jeff Bauman*  
Exhibit B: *Draft Traffic Calming Program – July 25, 2007. Jeff Bauman*  
Exhibit C: *Budget Estimate for Final Sewer Comprehensive Plan Contract Amendment*