



**Public Works Committee Meeting
March 9, 2016**

Attendees Present:

Mayor Boudreau

Council Members: Fiedler, Hudson, Hulst, Lindquist, Molenaar, Ragan

Staff Members: Bell, Brickley, Brookings, B. Chesterfield, Dodd, Donovan, Huschka, Hyde, Love, Lowell, Rogerson, Weppler

Other: Patrick Weber and Damon Diessner, Brown and Caldwell

1. Approval of Public Works Committee Minutes:

Councilmember Hulst moved to approve the minutes from February 10, 2016; Seconded by Councilmember Ragan; Carried by all.

2. Comprehensive Plan Update – *Rebecca Lowell*

Rebecca handed a packet out to Council outlining the schedule for the comprehensive plan update. Additionally, she handed out a new zoning map and information requested by Council at the February 17, 2016 meeting regarding remaining commercial acreage, vacancy rates, and building heights for zone C-1. Staff will be working on the comprehensive plan update between now and June 30, 2016.

Rebecca also briefed Council on graphs and tables she handed out, a result of a survey wherein 502 citizens responded. Next Wednesday night, March 16, 2016, Rebecca will brief Council on the draft transportation element and policy issues to be determined from base line data.

3. Program Coordination Division – *Blaine Chesterfield*

a) 2016 Stormwater Management Program Presentation:

Patrick Weber of Brown and Caldwell gave a presentation on the City's draft 2016 Stormwater Management Program. The presentation covered background on permit regulations, annual compliance documents, and new requirements being phased in. Patrick answered questions concerning increased inspection requirements of catch basins, which the City is already in compliance with ahead of schedule. Patrick also answered questions concerning increased inspection requirements of stormwater facilities, which the City will need to address as more are constructed. The City remains in compliance with the municipal stormwater permit requirements. The Stormwater Management Program information is available on the City's website; public comments on the draft need to be submitted by Wednesday, March 23, 2016.

b) Asset Management:

Discussion was held regarding proposed implementation of an asset management tool called Mobile 311 (by FacilityDude) for use by Public Works and Parks departments. Over the last few years the PW Department has been looking at ways to improve efficiencies and issues with work order and asset tracking processes. Mobile 311 is an online asset management software. There is no software to install on City computers (data will be located on FacilityDude servers) which keeps costs down and FacilityDude will provide unlimited training and support for our staff. Of the asset management tools staff looked at Mobile311 was the easiest and least costly to implement as well as one of the most user friendly options in both field and office environments. This software will be used for work orders, maintenance records, staff time tracking, equipment tracking, routine project costs, manhole

inspections/cleanings, drainage facility work order tracking, and stormwater citizen responses. This in an initial list and additional uses will be identified as staff gets more familiar with this tool.

Initial cost and annual rate is \$14,175 and there is a 60 day full refund offered if it does not meet City needs (the City would not be locked into a contract for any specified amount of time). The facility module is currently used by approximately 75% of schools in Washington. Though records are kept on FacilityDude's servers, the City has the ability to back the information up at all times and the format will be commercially viable. Council consensus was supportive of implementing the program; Blaine will bring the contract before to the next City Council session for approval.

4. Project Updates – Mike Love

a) College Way/Laventure & Citywide Safety Improvements Project Acceptance:

City Signal Safety Improvements are complete and on the agenda tonight staff will recommend project acceptance. Sail Electric, Inc. was awarded the project on February 11, 2015, for \$388,220.00. Reflective banding around signal heads, new LED lights in the corners, and ADA and signs were upgraded at 17 signals that are now up to current standards. The final adjusted contract amount totaled \$356,606.49, under budget mostly due to less traffic control being necessary than initially estimated.

b) Downtown Riverwalk Restroom Project update:

The Downtown Plaza Restroom project is nearing completion and should be open by the end of the month. The color in the doors of the restroom goes all the way thru, making it hard to paint or scratch graffiti resulting in easier maintenance of the facility.

c) Hoag Road Sidewalk and Bike Lane:

Staff provided an update on progress of the sidewalk gap project on Hoag Road adjacent to Urban Avenue. The next step in this project will be acquisition of the property needed to construct the sidewalk and widen the roadway.

d) Division Street Bridge Pedestrian Improvements:

Staff showed a picture of an improvement made to the sidewalk on the Division Street Bridge over Skagit River. Delineators were installed to help define area between the pedestrians and traffic. Staff has received positive feedback on the improvement.

e) Safe Routes to Schools:

Staff provided an update on progress of the Safe Routes to School grant including future installation of bike racks, Kulshan Trail sculpture/art, and a free bike education class to be offered in April. There are four required elements of the grant; Enforcement (trail safety project – Kulshan Art), Encouragement (bike racks), Education (bike safety training), and Engineering (Laventure/Section signal and Kulshan trail pedestrian crossing). Staff is working with both the school district and hospital on implementing the four elements. Staff is additionally working with the College welding department and Burlington and Mount Vernon high schools on art panels for the Kulshan Trail. Additionally, two people have been sent to training in Seattle and are now qualified to train others on bike safety; classes will be scheduled in April in both Mount Vernon and in Anacortes.

5. Public Works Director Comments – Esco Bell

a) Review of Transportation Benefit District Topic:

The public is invited to an open house presentation to discuss the needs for more transportation system revenues on Wednesday, March 30, 2016 from 6:30 to 8:00 pm in the multi—purpose room at the Police Court Campus at 1800 Continental Place. Esco, Mayor Boudreau, Mike Love, Alicia Huschka, and

potentially some council members will be present at the open house to talk to the public about starting now with minimum actions to stop decline of the system and reduce “failed” streets. Preventative maintenance is one quarter to half the cost of reconstruction.

b) Video Inspection Van:

The purchase of a video inspection van is on the council’s agenda for approval this evening.

c) 3-Hour Parking Map:

Esco presented a map showing where parking has been changed to 3-hour limits in the downtown area to encourage shopping and reported that all the signs had been modified to reflect the change.

d) Tulip Festival Traffic:

Esco reported on several steps the city will be taking to help improve traffic conditions during this year’s tulip festival including the following; programming the signals for more green on SR 536 during weekends, installing variable message signs to direct traffic to the tulip route along SR 536 on peak weekends, installing other tulip route signs, parking signs and barricades to help traffic and events. Additionally WSDOT will use variable message signs on I-5 during peak weekends to direct northbound traffic toward tulip fields at Conway and southbound at SR 20. The Tulip Festival is anticipated to begin the third weekend in March this year.

6. Miscellaneous

a) Progress with BNSF – at north end of floodwall:

Councilman Ragan inquired about staff working on plans with BNSF for completion of the floodwall at the north end of the project. Esco responded that staff has been working with Ross Widener, a consultant with good contacts at BNSF to work towards moving forward with the concept. This portion of the floodwall project would be separate from the other contracted portions of phase 3 of the project.

b) Commercial Cold Storage:

Staff is working on a lease agreement with Commercial Cold Storage for temporary dry storage as the area within the floodwall project is estimated to be demolished May 1, 2016. Once the demolition occurs that portion of the floodwall can be built.

c) Youth Baseball:

Mayor Boudreau discussed the 2006 agreement the City has with a Little League that is disbanding and the possibility of transferring the agreement to another organization. Ultimately, the City’s position is to be as accommodating as possible to just get the kids onto the field.

Meeting adjourned at 6:58 pm

for 
Sherri Pritchard, Public Works Department