

DRAFT MINUTES

Public Works, Parks and Planning Committee Meeting November 12, 2013

Elected Officials Present:

Council Member Kristiana Johnson
Council Member Lora Petso

Staff Present:

Phil Williams, Public Works Director
Rob English, City Engineer
Carrie Hite, Parks, Rec. & Cultural Services Director
Rob Chave, Acting Development Services Director

The committee convened at 8:00 p.m.

A. Minor technical amendments to ECDC 10.90.040 regarding the Historic Preservation Commission's powers and duties.

Mr. Chave reviewed the proposed code change. This was proposed by the Historic Preservation Commission and is intended to bring the code into consistency with the Commission's mission and responsibilities.

ACTION: The proposed amendment will be placed on a future consent agenda for approval.

B. Expression of support for potential solar grant partnership.

Mr. Chave introduced the proposal by NW SEED to seek a grant from Snohomish County PUD for a solar initiative in the county. NW SEED is asking the City to act as a partner/community sponsor on the project, which would provide the community with the potential to contract for low-cost solar installations similar to other successful projects undertaken by NW SEED in the Seattle-Snohomish County area. The program seeks proposals from qualified contractors, and a guaranteed price is negotiated which would be accessible to people within the community. All contracting would be done by individuals directly with the selected contractor; the City would help publicize the availability of the program, but would not be responsible for the program's operation. If the grant application is successful, a memorandum of understanding would be developed. NW SEED is asking for a letter from the City as a local community sponsor in support of the program.

ACTION: The proposed authorization will be placed on the next Council agenda for approval, with the understanding that any future memorandum of understanding resulting from a successful grant would undergo further Council review.

C. 2014 Engineering and Development Services Fees resolution.

Mr. Chave summarized the fee proposal, noting that fees have not been updated since 2009. Staff did extensive analysis on the cost of providing service, and the fees make an attempt to include overhead and the full costs of permitting. While many building fees are in line with other jurisdictions and will not be changed, the large majority of fees are proposed to be increased. The Committee reviewed several fees, with the discussion pointing out that appeals are still being subsidized (so that appeals are still affordable and accessible) and some minor permits are kept low (e.g. fences) to reflect the relatively low cost of the project. High fees on small projects would tend to encourage people to not seek the permit.

ACTION: Move to the full Council as an agenda item for approval.

D. Authorization for Mayor to sign agreements with Frontier, Snohomish County PUD, Comcast, and Astound Broadband, LLC for the underground conversion of overhead utility lines within the Five Corners Roundabout project limits.

Mr. English explained that the City will be preparing agreements with each Utility Company to address the relocation of overhead utilities to underground for the Five Corners Project. Each agreement will be placed on the consent agenda after they have been approved by the City Attorney and accepted by the utility company.

ACTION: The agreements will be placed on future consent agendas for approval.

E. Authorization for Mayor to Sign Intergovernmental Cooperative Purchasing Agreement with Alderwood Water & Wastewater District.

Mr. Williams explained why the Agreement is needed to purchase programmable logic controller (PLC) equipment for the Wastewater Treatment Plant.

ACTION: Moved to consent agenda for approval.

F. Authorization to award a contract for the Citywide Safety Improvements Project.

Mr. English informed the committee that the project has been advertised for construction bids and the bids are due on Friday, Nov 15th. Staff will review the low bid and if it is acceptable, then a recommendation to award will be placed on the next available consent agenda.

ACTION: Moved to consent agenda for approval at a future Council meeting.

G. Authorize Mayor to sign Interlocal Agreement with Snohomish County for Conservation Futures Grant to acquire beachfront property.

The PPP committee is forwarding this to Council on consent.

ACTION: Moved to consent agenda for approval.

H. Authorization for Mayor to sign HGAC Interlocal Contract for Cooperative Purchasing Agreement.

Mr. Williams recommended executing a Resolution authorizing the purchase of a street sweeper.

ACTION: Moved to consent agenda for approval.

I. Authorization for Mayor to sign Supplemental Agreement #8 with David Evans & Associates for additional illumination work for the Five Corners Roundabout project.

Mr. English outlined the scope of work and how the services are needed to incorporate the art work in the center of the roundabout. The additional services will be paid with local funds.

ACTION: Moved to consent agenda for approval.

J. Authorization for Mayor to sign an Interlocal Agreement (ILA) with Snohomish County for a Natural Yard Care Practices Outreach Program Targeting Homeowners.

Mr. English provided a summary of the outreach program that Snohomish County received a grant to administer. The City's contribution to fund this outreach program is \$2,800.

ACTION: Moved to consent agenda for approval at a future Council meeting.

K. Authorization for the Mayor to sign Supplemental Agreement No. 2 with the Blueline Group for additional construction inspection and administration services.

Mr. English gave an overview of the professional services that Blueline will be providing as part of Supplemental No. 2. Blueline will be providing construction support services for the 76th Ave Waterline replacement and the sewer CIPP rehabilitation project.

ACTION: Moved to consent agenda for approval.

Council Member Lora Petso left the Committee meeting during the discussion of Item L and returned for the remaining items.

L. Acceptance of a 50-foot street dedication (105th PI W) and authorization for Mayor to sign face of plat documents accepting the street dedication.

Mr. English reviewed the street dedication, city utilities and utilities owned by the Olympic View Water and Sewer District.

ACTION: The Plat will be presented to the full Council for approval on December 3rd.

M. Veterans' Memorial Park Update.

Carrie Hite gave an update on the proposed location and requested the Committee for forward it to Council for approval. Councilmember Peterson, Planning Board member Tibbot, and Mr. Ron Clyborne were in attendance, representing the veteran's committee that will be working on this. The location selected is the grassy area on the south side of the Public Safety Building. The committee will be presenting this proposed location to full Council on November 26th, 2013.

ACTION: The committee will be presenting this proposed location to full Council on November 26th, 2013.

N. City Park project update.

Carrie Hite gave a brief update on the timeline for awarding bids for both the Play area equipment and Spray area equipment, and requested the PPP committee to hold a special meeting next week to review and approve for full Council. Carrie Hite will coordinate with both Councilmember Johnson and Councilmember Petso, and City Clerk Scott Passey to arrange this.

ACTION: A special PPP meeting will be held the week of November 18th.

O. Public Comments
None.

The meeting adjourned at 10:00 pm.