



PUBLIC WORKS ADVISORY COMMITTEE

MINUTES CITY OF LANGLEY June 10, 2020 - 3pm

112 Second Street
P.O. Box 366
Langley, WA 98260
(360) 221-4246

I. Call to order

Dominique Emerson called to order the regular meeting of the Public Works Advisory Committee at 3:12 PM on June 10, 2020 online via Zoom.

II. Roll call

In attendance: Dominique Emerson, Randi Perry, Stan Berryman, Tom Fox and Jim Dobberfuhl. Fred Lundahl (excused).

III. Approval of the Agenda

Tom made a motion to approve agenda. Second by Jim. Randi added Flushing notification to topics to discuss, and Stan requested that Saratoga Road (Debruyne to City Limits)-Full Depth Recycle (FDR) be added to upcoming 2020 projects. Motion passed unanimously.

IV. New Business

1. Stan/Randi gave overview of Public Works Funding structure. Water, Sewer and Stormwater Departments are funded by rates, connection fees and inspection fees and are enterprise funds. This means that money from one department cannot fund another utility fund or general fund. Each department has an operation fund and a capital improvements/reserve fund. Streets, Parks, Facility Maintenance, Library and Cemetery are divisions of the general fund. Streets revenue is primarily Capron funding from the state. Cemetery has revenue from the plot sales and is run by the cemetery board. Public Works Cemetery operations expenses are staff time to locate plots. Randi will provide a list of accounts for the next meeting.
2. Discussion took place regarding the 1st Street sidewalk. This project was initiated in 2016 when a group sent the city a letter requesting a safer way to connect upper 3rd street to downtown. Public meetings guided staff to recommended 1st street be added to the Transportation Improvement Plan (TIP). The TIP is updated annually. Staff obtained state and federal grants with low City matching funds. This allowed the project to be broken into two separate projects. Debruyne from 2nd to 1st and on 1st from Debruyne to Park was completed in 2018 and 1st from Park to Anthes was completed in 2020. Dominique asked how the cost are tracked in the budget. Stan keeps track of pay estimates and deducts the invoices. He hasn't created an excel document for shorter term projects. The Langley Infrastructure Project will be tracked differently as it is much more complex. Staff has created an allocation model. Dominique shared access to completed projects at www.TIB.WA.gov. There is another WSDOT website that you must log into to get access to ongoing projects. Tom asked Stan to expand on lessons learned from the first project and what changes were made due to public input. Stan said that the design was 80% complete, included simple straight sidewalks with bio-retention with some parking loss prior to public input. Redesign took place as a result of public input. The end result was better but redesign was costly to the city.
3. Randi provided progress updates on current water projects.
 - o LIP-Phase 1- Staff submitted initial comments on preliminary draft Archeology, Critical Areas, Arborist, and Geotechnical reports from Davido Consulting Group (DCG) subcontractors. When these reports are final Randi will provide post to the LIP page for PWAC/Public review and comment. The field analysis will be used by DCG to provide a Basis of Design (BOD) report. The BOD will be reviewed by staff and submitted to PWAC and Public for additional comment when complete. DCG will present the BOD and the preliminary contract at a future council meeting. PWAC is available to help track concerns, and elevate communication.
 - o Water Comprehensive Plan- Staff has received comment from DOH and Approval is pending. PACE and City are working to respond to the comments and should have revised document from PACE the week of June 22nd. Tom asked if DOH comments were posted online. Randi said they are not.
 - o Consumer Confidence Report- Randi sent the report to the printer and will have it posted to the internet. The document includes a write up about the LIP and directs readers to the website for more information.
4. Discussion took place regarding the PWAC 2020 goals. Primarily for discussion will take place at a future meeting regarding the current utility rates. Randi would like to see more alignment in the water and sewer structure, but it is up for discussion. The group agreed an additional meeting will need to be held with July 29th 3pm chosen to discuss rates.

Next Board Meeting Wednesday July 15, 2020 3pm (Virtual-Zoom).

Special Meeting (Topic-Rate Structure) Wednesday July 29, 2020 3 pm (Virtual- Zoom).

V. Adjournment

Dominique Emerson adjourned the meeting at approximately 4:28pm.

Minutes submitted by: Randi Perry