

Public Works, Parks, & Human Services Committee Meeting Minutes

Date: March 2, 2016

Attendance: Shelley Kloba, Dave Asher, Toby Nixon, Kathy Brown, Michael Cogle, Rosalie Wessels, David Godfrey, Erin Devoto, Ray Steiger, Kurt Triplett, Kelli Jones, Stacey Rush, Jenny Gaus, Cherri Harris, Rob Jammerman, Tracey Dunlap, Jay Gewin, Karen Mast, Stephen Padua, Robin Jenkinson, Dianne with Pay-by-Phone (conference call)

Agenda Item:	Action Items:
<p>1. Stormwater Manual Adoption – NPDES Background Notes: Kelli Jones presented background on the surface water manual and a timeline for adoption by 2016 year end. Questions on CAO Update, public outreach and options for areas that go above and beyond the requirement. CIP will be required to comply with new manual and it will have expanded maintenance costs associated. <i>Fact Sheet provided (attached)</i></p>	<ul style="list-style-type: none">• Let the rest of council know this is coming.• Look at incentives for going above/beyond.• Bring to council in June• Find out what public process was used by King County when they updated their manual. What is the history of the documents we are referencing?• Provide external/engineering training.• Council would like to add increased costs to current projects to understand how this update will affect future projects.
<p>2. LED Update/ Grant Notes: Ray Steiger provided an update on the LED conversion project, explained the relationship between PSE and Kirkland relating to light poles, the process of conversion and the location of the beta test sites in Kirkland. Options for grant application with estimates were provided. <i>(No materials provided)</i></p>	<ul style="list-style-type: none">• Apply for grant
<p>3. Pay-by-Phone Parking Notes: David Godfrey presented options, process, and potential benefits of the Pay-by-phone system. Questions on time savings if we upgrade, timeline for implementation (about 2 months), and if they would use the general fund or parking reserve. Also if they had a windows phone app (they don't). You can use m.paybyphone.com instead. <i>(No materials provided)</i></p>	<ul style="list-style-type: none">• Bring back to full council for budget adjustment 'soon'• Add slides on cost for implementation.
<p>4. ST3 Update Note: No update was provided since it was discussed at the council meeting the night prior</p>	
<p>Employee Code of Ethics Housekeeping Note: Kurt explained reason for update and Robin further expounded upon additional changes to code including disciplinary actions</p>	<ul style="list-style-type: none">• Make language to include immediate family.

Cemetery discussion

Note: City is working on verifying records and identifying issues. Look at best practices and better procedures. There is potential to do a full audit on the 7000+ plots in Kirkland Cemetery. It was noted that it would provide great genealogical records if the cemetery records were available on the web.

Tentative Next Agenda**March 30, 2016****Future Topics**

- Solid Waste Contracting
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