



**Public Works/Library Committee Meeting
January 9, 2019, 6:00 pm**

Attendees Present:

Mayor Boudreau

Council Members: Beaton, Brocksmith, Carias, Hudson, Hulst, Moberg, Molenaar

Staff Members: Public Works – Bell, Chesterfield, Hanson, Love, Owens; Library Director – Huffman; Police Chief – Dodd; Finance Director – Volesky; Project Development Manager – Donovan; City Attorney – Rogerson; Parks Department – King, Wepler

Other: Skagit Conservations District – Kristi Carpenter, Bill Blake

1. Approval of Public Works Committee Minutes:

Councilmember Hulst moved to approve the minutes from December 12, 2018; Seconded by Councilmember Beaton; Carried by all.

2. Library Committee – *Isaac Huffman*

a) Library Staffing Reorganization

The Library has moved to a more mission aligned organization. The new structure has better reporting relationships, areas of responsibilities, and builds capacity for the future. Key changes include a three manager structure, logical division construction, and more capacity for program support.

b) Front Desk & Building Updates

The help desk was retired and all services were moved to the front desk. Photos were shown revealing the new lounge in the resource room and other lounge areas with flexible seating arrangements for three different populations (laptop, reading, and lounge). They come together nicely and there were only minor safety and security adjustments needed.

c) School Visits

Staff held a week long outreach event at Madison Elementary School and saw every class and presented library services. This was very successful event.

d) Data Equity for Main Street

The Library received \$15,000 in fund for its participation in data equity for Main Street with just a few requirements left to fulfill.

3. Program Coordination Division – *Blaine Chesterfield*

a) Skagit Conservation District – Education & Outreach Program

Esco briefed the Council on an interlocal cooperative agreement with the Skagit Conservation District (SCD) for continued assistance in carrying out activities related to the Public Education and Outreach components of the City's NPDES municipal storm water permit. Kristi Carpenter, the Public Information and Education Coordinator for SCD gave a presentation on the Education and Outreach program. The City has contracted with SCD since 2007 for these services and staff will be requesting approval of a new agreement for services from January 2019 through December 31, 2021, at tonight's Council meeting. The three year agreement is for \$24,500 annually, or for a total of \$73,500 over the term of the contract.

b) Maddox Creek Culvert

City staff attended the pre-design kickoff meeting on Monday, January 7, 2019, with Skagit County and the Skagit Conservation District on the Maddox Creek Culvert removal project. The culvert removal and channel restoration is currently scheduled for construction during summer 2019, and will open up miles of creek.

4. Project Updates – *Mike Love*

a) College Way Widening Beneath I-5

Tuesday, January 15, 2019, at 9:00 pm, the west side traffic signal at I-5 will be turned off in order to relocate the existing traffic signal controller power supply. Flaggers will control the intersection. The signal will be operational by 5:00 am the following morning.

Within the next weeks the contractor will begin excavation and construction of a retaining wall beneath I-5 overpass in order to widen College Way.

b) 2018 Curb Ramp Improvements Project Acceptance

The project improved thirteen intersections to current ADA (Americans with Disabilities Act) standards is complete. A motion to accept the project will be pulled from tonight's Council agenda by request from the Department of Labor & Industries.

Council inquired about the increase in project cost of approximately \$50,000. Staff noted it was added work which was necessary and it made sense to do now.

c) 2018 Sanitary Sewer & Storm Lining Restoration

The City's annual sewer restoration work should be complete within the next few weeks. Insituform Technologies will have completed approximately two miles of pipe restoration.

5. Public Works Director Comments – Esco Bell

a) WSDOT Nomination for Complete Streets

The City was nominated by the Washington State Department of Transportation (WSDOT) for a complete streets grant from the state transportation improvement board. The City has a good chance to get a grant for work toward its complete streets program.

b) Letter of Map Revision

FEMA has provided a draft map removing the City’s downtown from the 100-year flood plain as requested by the City, however, the federal government shut down is delaying the finishing steps of the process.

6. Traffic Safety Committee (TSC) Update – Esco Bell

7. Miscellaneous / For the Good of the Order

Peter Donovan presented the following items:

- PSE is working on an improvement project on Little Mountain Road from Blackburn to Highway 9 and they have asked for a small easement by Little Mountain, approximately 10x10.
- The parking lot agreement with the Coop is set to expire. They would like to renew on the same terms of \$150 per month, plus 3% annually.

Mayor Boudreau presented the following items:

- Informed Council of the upcoming AWC City Action Days on February 13-14, 2019.
- She has been meeting with state legislators working on a \$4 million request for funding the Library/Parking Garage/ Community Center. They are supportive of the project and she is hoping for a chance to lobby with legislature.
- Proposing a fifth Council meeting in January for a Library Update. Council concurred and there will be a Committee of the Whole meeting on January 30, 2019.

Meeting adjourned at 6:47 pm

Michele Myers

Michele Myers
Public Works Department