



**Public Works/Library Committee Meeting
April 11, 2018**

Attendees Present:

Mayor Boudreau

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

Staff Members: Public Works – Bell, Chesterfield; City Attorney Rogerson; Library Director – Huffman; Fire Chief Brice; Police Chief – Dodd; Project Development Manager – Donovan; Finance Director – Volesky

1. Approval of Public Works Committee Minutes:

Councilmember Beaton moved to approve the minutes from March 14, 2018; Seconded by Councilmember Hudson; Carried by all.

2. Library Committee – *Isaac Huffman*

a) Planning Process for New Library

Isaac presented on the new Community Center Library planning. The planning phase is underway with a group of site visits complete and focus groups upcoming. Focus groups will include the Downtown Business Association, Chamber of Commerce, Community Center, Library users, and many others. The key goals will be to understand how the facility will be optimally utilized.

Phase 1 of the project will be an environmental study, geotechnical investigation, ALTA survey and conceptual layouts; Chris Phillips, Development Services, will present a consultant agreement to Council next Wednesday, April 18, 2018; the agreement will be for an ALTA survey and an ESA study as well as preliminary geotechnical and archeological investigations. The agreement will be in Council packets for review along with a conceptual design packet showing the different types of building options.

Once Phase 1 is complete, Staff can move forward with a feasibility study jointly with Skagit County and request distressed county funds in the amount of \$500,000 towards the project.

b) Summer Reading

Summer reading planning is almost complete with events including; Drumming workshop, Reading Magic, Read the Book/See the Movie Event (Mr. Popper's Penguins), and a Teen Summer Art Series with Wrap-up Paint Party. Staff is also collaborating with Enrichment Services for Picnic Party Children's Music Series. The national library theme this year is "Libraries Rock!"

Emmanuel Baptist Church volunteers weeded the library again this year with grounds maintenance support. A crew of six, including Pastor Kevin Brow, braved the 40 mph gusting winds to get the library tulip traffic ready.

c) General Updates

The Oculus pilot is going full steam ahead along with the Library's open data series. It has been noted that there is a better learning ability than traditional learning as people retain information more by experiencing it; in fact there is 90% retention in virtual reality learning.

There are upcoming open data workshops scheduled as follows;

- May 2, 2018 – Defining and Identifying Open Data (Mount Vernon Library)
- May 9, 2018 – Locating and Using Open Data (Mount Vernon Library)
- May 16, 2018 – Telling the Story with Open Data (Burlington Library)
- May 23, 2018 – Answering Real World Questions (Burlington Library)

3. Program Coordination Division – *Blaine Chesterfield*

a) Stormwater Pump Station Mobile Generator

The 100kW mobile generator arrived at the shop facility on March 9, 2018 and will be used as backup power for Stewart Road, West Mount Vernon, and South Mount Vernon stormwater pump stations if electricity goes out.

b) Kulshan Pump Station Screen Debris Removal System Update

The Kulshan Pump Station Debris Removal System is currently in the environmental permitting stages of design. Staff anticipates final design in August 2018 and project out to bid in September 2018. Components should be ordered in January 2019 with a lead time of 5 to 7 months; the anticipated completion date is September 2019.

c) 2018 Stormwater Management Program & 2017 Annual Report

The 2018 Stormwater Management Program and 2017 Annual Report was submitted to Department of Ecology on March 28, 2018.

4. Project Updates – *Esco Bell*

a) N 4th Street/Riverside BNSF Railroad Crossing Improvements

The City has received a \$1.4 million grant for these improvements. Staff will be asking Council for authorization to execute WSDOT's Local Agency Agreement for Design for preliminary engineering in the amount of \$223,000 for the N 4th Street/Riverside BNSF Railroad Crossing Improvements. This authorization is required by WSDOT in order to obligate the funding.

b) Quick Miscellaneous Project Updates

Esco briefed Council on various projects:

- BNSF crews installed H-piles at the floodwall crossing of the mainline track this past week. Remaining work includes installation of the concrete foundation and panels at the track. The tracks themselves are already near the 100 year flood level.
- College Way and 30th Street Signal: Field surveying is complete and design is 30% finished. Right of Way is needed for this project.

- Riverside Drive and College Way Signal Improvements: Field surveying is complete, curb ramp existing condition review is on-going, and justification of flashing yellow turn arrow is being reviewed. There will be enough funds in the project to modernize the signals and ADA ramps along both corridors.
- 2018 Street Restoration Locations: This project is expected to go out to bid next week with \$1.5 million worth of work including portions of S 2nd Street, E Section Street, S Laventure Street, and Warren Street.
- Curb Ramp Replacement Portion of Street Maintenance Work: This project will modernize ADA ramps in the amount of approximately \$350,000. The project is currently out to bid, with an expected bid opening date of May 1, 2018.

5. Public Works Director Comments – Esco Bell

a) Downtown Flood Protection LOMR Submittal

Now that construction of the City's Downtown Flood Wall is essentially complete, the City is able to move forward with FEMA's Letter of Map Revision (LOMR) to remove the downtown from the 100 year flood plain. The City's LOMR information was submitted last week and received by FEMA on Friday, April 6, 2018. FEMA has 90 days to respond to the submittals.

b) Asset Management

Esco showed information updating Council on Public Works use of new asset management tools. The software was purchased in 2017; it is simple and user friendly for crews in the field, easily customizable, maintains records for claims, and reports download easily to Excel. The program will save a lot of staff time and efforts, improving overall efficiency.

Current uses include utility locates, sidewalk repairs, illicit discharges, citizen work requests, and drainage investigations/detention pond inspections. Additionally Staff recently developed and started using the catch basin inspection and reoccurring maintenance module. Future uses can expand into identifying mowing areas, traffic safety, and sign inventories.

c) Sidewalk Trip Hazard Removal – New Technique Trial

Esco showed slides demonstrating new technique for removing sidewalk trip hazards. The crews, in conjunction with the contractor, removed some trip hazards near City Hall last week prior to the Downtown Tulip Street Fair. Staff will likely recommend utilizing this method more extensively in the future.

6. Traffic Safety Committee Update – Esco Bell & Mike Love

a) Temporary Speed Hump Pilot Test Update

Esco updated Council on progress of use of a temporary speed hump. Pre-project speed studies were recently completed showing 85% of the traffic is at 25 mph or below, with the highest speed at 40 mph. The speed hump itself has been ordered and received and needed signage is being acquired. Staff will inform and coordinate with the Skagit Highlands HOA

before proceeding with installation. The pilot test period will be 3 months and speeds will also be measured with the humps installed.

7. Safer Grant – Bryan Brice

Chief Brice provided information for Council on the SAFER Grant for the Fire Department. This 36 month long grant was created to provide funding to fire departments to help increase or maintain the number of trained “front line” firefighters. The grant period is open from March 26 – April 27, 2018; the City will apply for six (6) firefighter positions. As this is not a temporary hiring pool, but rather utilizing a cost share approach to long term employment, the City will be responsible for 25% of the cost incurred for the first and second year and 65% for the third year. Cost sharing will be funded through new BLS integration revenues and is a key component in criteria based dispatching. EMS is currently working with the 911 Center in implementing criteria based dispatching to enable the correct resources to be sent to the correct calls. If after the three years the City is not able to sustain all of the firefighters, those employees will at least be further trained and very marketable to other jurisdictions.

Meeting adjourned at 7:02 pm



Sherri Pritchard, Public Works Department