



# KITTITAS COUNTY DEPARTMENT OF PUBLIC WORKS

Mark Cook, Director

## STUDY SESSION MINUTES August 8, 2016

### THOSE PRESENT:

Paul Jewell, Laura Osiadacz (BOCC), Mark Cook, Luke Huck, Candie Leader (DPW), Doc Hansen, Steph Mifflin (CDS), Jerry Pettit (AU)

### GUESTS PRESENT:

Tony – Daily Record

### REQUEST TO APPROVE AN INTERLOCAL AGREEMENT WITH GRANT COUNTY PUD NO. 2 FOR SHARED OPERATION AND MAINTENANCE RESPONSIBILITIES FOR THE KITTITAS COUNTY BOAT LAUNCH FACILITY AT VANTAGE, WASHINGTON:

Mark Cook presented a Resolution and an Interlocal Agreement with Grant County PUD No. 2 for the shared maintenance and responsibilities for the Vantage Boat Launch. The original agreement has expired and this will be a renewal of that agreement. It was reviewed by DPA Caulkins with no issues found.

### Board Direction:

Commissioner Jewell made a motion to approve Resolution No. 2016-105 and Commissioner Osiadacz seconded the motion. No further discussion was held.

### REQUEST TO APPROVE A RESOLUTION AUTHORIZING DIRECTOR'S SIGNATURE ON A TASK ORDER WITH SARGENT ENGINEERS INCREASING THE ORIGINAL AGREEMENT BY \$28,483.00 FOR THE WESTSIDE ROAD RE-DESIGN:

Mark presented a Resolution to authorize Director's signature on a Task Order with Sargent Engineers to increase the original agreement by \$28,483.00 to re-scope the Westside Road project and install guardrail on Huntzinger. He stated that WSDOT Local Programs approved the request to re-task project funding. Staff is working on securing a Categorical Exemption for both projects and once that is completed Westside Road can be

APPROVED  
10/4/16

advertised and avoid a twenty (20) percent project match requirement.

**Board Direction:**

**Commissioner Osiadacz made a motion to approve Resolution No. 2016-106 and Commissioner Jewell seconded the motion. No further discussion was held.**

**DNR MONUMENT  
MEMORANDUM OF  
UNDERSTANDING WITH  
WSACE:**

Mark gave background on survey monumentation and the importance of tracking said monuments. The department entered into the program previously and a report for 2016 needs to be completed. However, the monuments were not established. Luke Huck stated that currently the County is not compliant in the program and staff is working to re-establish the monuments. Commissioner Jewell inquired on what needed to be done to move forward. Mark replied that staff will contact DNR and have a discussion regarding the department being pro-active in getting the monuments established.

**Board Direction:**

**No Direction**

**BILTMORE ROAD  
IMPROVEMENT DISTRICT:**

Mark reported that residents of a private road can petition the County for a Road Improvement District to improve the road. He has received a petition from the Biltmore Road residents and met with DPA Caulkins to discuss the law and process. Mark stated he has validated the petition and verified ownership of the properties. The original developer did not sign the petition but verbally committed to the RID. Next steps would be to approve a Resolution to Formulate, advertise for a Public Hearing and then conduct the Public Hearing. Commissioner Jewell requested more information on what the term "frontage" means in the law.

**Board Direction:**

**Research a better understanding of the law and report back to the Board.**

**OTHER BUSINESS:**

Public Facilities – Mark presented the Board with the newest funding amount including reserves for the Public Facilities Fund. The amount currently is larger than last years. He'd like to put together a proposal for the Board with funding amounts and clarify policy. Commissioner Jewell asked if staff was asking to formulate a new policy and Mark replied yes.

**Board Direction:**

**Staff to develop a recommendation to present the new policy to the Board first then to the Conference of Government (COG).**

**OTHER BUSINESS:**

Ringer Loop – Mark reported that the Department was unsuccessful in obtaining the Salmon Recovery Funding Board Grant for Ringer Loop and staff is working on a plan to move forward.



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Mark R. Cook  
Director of Public Works