



**Public Works/Library Committee Meeting
January 8, 2020, 6:00 pm**

Attendees Present:

Mayor Boudreau

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

Staff Members: Public Works – Bell, Bullock, Chesterfield; Library – Huffman; City Attorney – Rogerson; Project Development Manager – Donovan; Finance – Volesky

1. Approval of Public Works Committee Minutes:

Councilmember Molenaar moved to approve the minutes from December 11, 2019;
Seconded by Councilmember Carías; Carried by all.

2. Library Committee – *Isaac Huffman*

a) New Self Check Machines

Patron self-service frees up staff for other important tasks such as helping patrons directly, adding taxpayer value to the library's labor cost with an easier self-checkout option. Currently the library has about a twenty percent self-check usage; however, the new machines are positioned by the door making it easier for the grab and go user which should increase the overall percentage of users.

b) Library Entrance Updates

The old security gates have been removed from the library entrance and a book shelf has been given to the Friends of the Library for display, which is now placed near the entrance. These changes have created a cleaner appearance and less imposing entrance as well as a better line of sight for security purposes.

c) Outreach and Partners

Issuance of library cards has grown via outreach programs; 2020 outreach goals include (1) continued monthly outreach at the Kulshan Station focusing on STEM, (2) juvenile detention twice monthly book talks, (3) return of the Boys and Girls Club twice monthly for story-time and activities, (4) will soon begin the monthly outreach at Children of the Valley, and (5) working on starting a lunchtime book club at Mt. Baker Middle School.

d) Census 2020

The Library will be a community information point for the 2020 Census and will be conducted primarily online for the first time. Like past e-government efforts, this will likely impact libraries and libraries' technology resources as staff work to assist people in participating. It also presents an opportunity to increase public awareness and use of Census data. Isaac noted that though there is not a formal media plan, this information will be mentioned on the Spanish radio and additional information could potentially be placed in billing inserts.

e) General Updates

- The Library is changing its language learning program to Rosetta Stone without increasing the price of the program.
- TechVenture - the Virtual Reality program is now wireless.
- Christmas concert was a successful event; staff will likely do it again next year.
- Books N' Brews – a new pub based book club will be held at Skagit River Brewery; first meeting is scheduled for January 29, 2020.

3. Program Coordination Division – *Blaine Chesterfield*

a) Maddox Creek Culvert Agreement

Skagit County has proposed an amendment to the original agreement for the Maddox Creek culvert removal and stream enhancement project which will open up two plus miles of Maddox Creek to salmon. This project has shared costs between the City and the County; however, Skagit County is the lead on the project and is requesting the following items be amended:

1. The term of the agreement to change from “be from the date of mutual execution” to “commences on July 1, 2018” through June 30, 2021.
2. Project costs exceeding the estimated shall be split by the County and the City equally not to exceed 30% of the total project cost estimate (still in discussions with the County on whether numbers need to be estimated at this point vs. adjustments after bids have been submitted).
3. Temporary Construction Easement for access on Bonnie Rae Park.

More information will be coming soon before the Council to address these three items.

4. Project Updates – *Bill Bullock*

a) College Way Widening Under I-5

The north side sidewalk curb and gutter have been completed on the College Widening project under I-5 and the utilities are done. The next major effort on the project will be the reconstruction of the north side on and off ramps and installation of 60 loop protectors. The contractor is currently prepping everything so that when there is an adequate break in the weather, they will be able to immediately move forward with the remaining work. There are three paving areas remaining that require weather cooperation; the north side on/off ramps, approach lanes, and the bottom final lift, pavement grinding and installation of signal loops, and final paving. The entire project is expected to be completed by February/March 2020.

b) 4th St N / Riverside BNSF Railroad Crossing

Installation of way-side horn system and the relocation of the control bungalow and the pedestrian cross arms are the final project elements and are scheduled to be installed by BNSF crews in January/February 2020. This project is anticipated to be complete by mid-February 2020.

c) College Way / Riverside Drive Corridor Signal Improvements

This project is 90% complete with work anticipated to resume this month. The pedestrian push button poles have arrived; however, the signal heads remain on order at this time. Once all the materials are on hand the contractor will have 37 working days to complete the project.

d) Upcoming Design Projects

Public Works is preparing to advertise for Professional Services and Design Engineering for two projects:

- Freeway Drive Improvements (College Way to Cameron Way): Pavement rehabilitation, bike lanes (both sides), sidewalk, storm water and street lighting (west side).
- Kulshan Trail Lighting Project (Riverside Drive to 18th Street): Trail lighting “street lamp style” and minor trail enhancements.

5. Public Works Director Comments – *Esco Bell*

a) Solid Waste Rate Update

The City engaged a consultant last year to help evaluate and recommend updates for solid waste cost rates as it has been several years since this was last done.

There will be important policymaker choices in three areas:

- Passing though the County transfer station tipping fees
- Modifying the current 20 gallon residential service to be available to low income seniors only (currently there are about 2,000 residents using this size can and the rate is being subsidized to cover actual costs)
- Funding is necessary to update the outdated solid waste shop facilities.

A presentation is tentatively planned for the February Public Works Committee meeting.

b) Snow/Ice

City crews have the fleet ready and have sand and salt on hand for any upcoming snow/ice events.

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

The last Traffic Safety Committee was on Tuesday, December 17, 2019.

The next Traffic Safety Committee is on Tuesday, February 18, 2020.

Councilmember Beaton requested a review of traffic speeds on Hoag Road.

7. Miscellaneous / For the Good of the Order

a) Plastic Bag Discussion

Peter Donovan distributed a handout regarding plastic bags to Councilmembers. Discussion was held on various impacts of such a ban (he has spoken with small and large businesses with mixed reviews). The majority of the Council expressed interest in pursuing additional information on such a ban; however, with the subject being covered at the State level in upcoming sessions, it was determined further discussion could be held once the State sessions have been completed.

As there are a number of items that would need to be researched (legal review and an ordinance, exemptions, costs, security issues, etc.) Council requested an estimate of staff time required for outreach and to review the possibility of a plastic bag ban as well as a list of what projects would be interrupted in order to complete such a review.

Mayor Boudreau noted that the public could contact any of their six state representatives to express their opinions on the matter. Additionally, Council can submit a letter of support to the state representatives.

The meeting adjourned at 7:00 p.m.

Submitted by:

Sherri Pritchard

Sherri Pritchard, PW Administrative Assistant