

**KITTITAS COUNTY  
PUBLIC WORKS STUDY SESSION MINUTES  
COMMISSIONERS' AUDITORIUM, 205 WEST 5TH ROOM 109 - ELLENSBURG  
Regular Meeting**

**MONDAY**

**1:30 PM**

**JUNE 24, 2019**

Board members present: Chairman Cory Wright; Vice-Chairman Brett Wachsmith

Others: Mark Cook, Candie Leader, Public Works; Dan Carlson, Lindsey Ozbolt, Community Development Services; Christy Garcia, Haley Duke, Assessor's Office; Neil Caulkins, Greg Zempel, Prosecuting Attorney's Office and Four (4) Members of the Public

At 1:29 pm Chairman Cory Wright opened the Public Works Study Session.

No items were added to Other Business.

**REQUEST TO APPROVE A RESOLUTION TO AWARD THE CONTRACT FOR THE WEIHL ROAD IMPROVEMENTS PROJECT NO. RC1574-B2/CRP NO. 281-18 TO GRANITE CONSTRUCTION COMPANY AND AUTHORIZE THE DIRECTOR'S SIGNATURE ON CONTRACT DOCUMENTS**

Mark Cook gave background on the project and presented the resolution for approval. Mark Cook stated that the bid opening was on June 20, 2019 and five (5) bids were received. Mark Cook added that the lowest responsive bidder is Granite Construction Company in the amount of \$773,258.75. Vice-Chairman Brett Wachsmith made a motion to approve Resolution 2019-107 to award the Contract for the Weihl Road Improvements Project No. RC1574-B2/CRP No. 281-18 and authorize the Public Works Director to Execute Said Contract. Chairman Cory Wright seconded the motion. Motion passed 2-0.

**REQUEST TO APPROVE A RESOLUTION AUTHORIZING THE CHAIR'S SIGNATURE ON JACOBS ENGINEERING AMENDMENT NO. 2 TO TASK ORDER NO. 16 - FAIRVIEW ROAD CULVERT REPLACEMENT PROJECT**

Mark Cook stated that with the departure of staff several months ago Public Works elected to enter into a Task Order with Jacobs Engineering for permitting and design support for the Fairview Road Culvert Replacement Project. Mark Cook continued that this Amendment No. 2 to the original task order is for additional civil design services for continued support of the project. Discussion was held. Vice-Chairman Brett Wachsmith made a motion to approve Resolution 2019-108 Authorizing the Chair's Signature on Jacobs Engineering Amendment No. 2 to Task Order No. 16 - Fairview Road Culvert Replacement Project. Chairman Cory Wright seconded the motion. Motion passed 2-0.

**APPROVED**  
7/2/19

**REQUEST TO APPROVE A RESOLUTION TO AUTHORIZE THE CHAIR'S SIGNATURE ON THE QUIT CLAIM DEED CONVEYING THE SCHAAKE LEVEE TO THE UNITED STATES BUREAU OF RECLAMATION**

Mark Cook gave a brief overview of the Schaaque Levee and the flood storage impacts affecting local irrigators. Mark Cook continued that in 2015 the end of the levee was damaged and required repairs to be PL 84-99 Program that is managed by the U.S. Army Corp of Engineers. Mark Cook added that the U.S. Army Corp of Engineers sent out a design team and presented repair options to Public Works. Mark Cook stated that staff and stakeholders had concerns on the options presented. Mark Cook continued that this prompted discussions with the Bureau of Reclamation (BOR) taking over the levee without the repairs being completed. Mark Cook commented that staff is now presenting the Quit Claim Deed for consideration giving BOR ownership of the Schaaque Levee. Vice-Chairman Brett Wachsmith made a motion to approve Resolution 2019-109 to Authorize the Chair's Signature on the Quit Claim Deed Conveying the Schaaque Levee to the United States Bureau of Reclamation. Chairman Cory Wright seconded the motion. Motion passed 2-0.

**TAX PARCEL CREATION AND ACCESS PERMITS DISCUSSION**

Mark Cook stated that recently an issue came up regarding issuing access and address permits for a new subdivision that had been approved by the Board of County Commissioners. Mark Cook continued that once a subdivision has been approved the developers are applying for access permits and building permits, however, the parcel number creation isn't complete yet due to workload and timelines in other departments. Mark Cook added that this causes developers and builders to get upset because the issuance is taking longer than expected. Christy Garcia added that preliminary parcel numbers are currently being given to developers upon request so the permitting process can get started and there hasn't been an issue with this until now. Christy Garcia continued that it can take up to a couple of months to get numbers created due to the workload of staff and the process of creating the lots themselves. Mark Cook stated that expectations are being set for the building community to get immediate issuance of parcel numbers and the current practice needs to be more formalized. Discussion was held. Staff was directed to meet internally and present options at a future study session for further discussion.

**AIRPORT LEASE UPDATE**

Mark Cook reported that direction was given to staff by the Board to get additional information for formalizing a new lease document for Bowers Field. Mark Cook stated that staff has received a copy of the lease that Yakima uses and a meeting is scheduled with legal counsel to review the modification and termination clause in the current lease. Mark Cook added that the Board is holding a public hearing on July 2, 2019 for a lease at the airport and the new lease can be submitted for approval after that public hearing if the lease is

approved.

**COMMUNITY RATING SYSTEM AUDIT UPDATE**

Mark Cook gave background on the Community Rating System (CRS) for the reduction of flood insurance rates to residents of Kittitas County. Mark Cook stated that the current rating for Kittitas County is at a six (6) giving a twenty percent (20%) reduction in flood insurance rates. Mark Cook continued that staff recently had its first audit for the program and the results are troublesome. Mark Cook added that the main issue is the way elevation certificates by surveyors are being completed and the lack of a complete review by staff. Mark Cook further explained that staff has three opportunities to submit the required documentation to maintain the current rating status, however, with two submittals being done already the county is only at a fifty percent (50%) compliance rate for accuracy and ninety percent (90%) is required. Mark Cook added that several staff members are working on getting documentation completed for the final submittal. Mark Cook concluded that it is a realistic expectation the CRS Rating will drop but can't predict how much. Discussion was held. Mark Cook stated that he will follow up with an update once the audit is finalized.

Meeting adjourned at 2:08 pm.

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**



Candie Leader



Cory Wright, Chairman