

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

MONDAY

1:30 PM

JULY 22, 2019

Board members present: Chairman Cory Wright; Commissioner Laura Osiadacz

Others: Mark Cook, Arden Thomas, Taylor Gustafson, Candie Leader, Public Works and Four (4) Members of the Public

At 1:30 pm Chairman Cory Wright opened the Public Works Study Session.

Two (2) items were added under Other Business - Department of Commerce Grant for Bowers Field and Engineering and Planning Consultant for Bowers Field

**BOWERS FIELD CONSULTANT RFQ FOR OPERATIONAL AND PLANNING ASSISTANCE
DISCUSSION**

Mark Cook stated that approximately three (3) months ago staff was given direction to draft a scope of work to be completed by a Consultant in the absence of hiring an Airport Manager. Mark continued that the Request for Qualifications went out for advertisement at the end of May with submittals due June 13th for consideration. Mark Cook commented that on June 12th he was noticed of the award of a grant from the Department of Commerce for funding of items that were included in the scope of work that was out for solicitation. Mark Cook stated that the review team consisting of him, Commissioner Cory Wright, Candie Leader and Ron Mitchell with the Airport Advisory Committee all met to discuss the scoring that was completed on the submittals. Mark Cook added that after this discussion it was apparent that having two Consultants work on overlapping tasks had the possibility of not being productive. Mark Cook stated that he is recommending not awarding the scope of work and wait until interviews are completed for the Engineering and Planning Consultant to be selected. Chairman Cory Wright added that while on the surface this is frustrating not awarding the scope of work, staff was unaware that the grant was going to be awarded and economically the task order approach is the best path forward.

Mark Cook requested to discuss items under Other Business since the topics are related.

OTHER BUSINESS:

DEPARTMENT OF COMMERCE GRANT FOR BOWERS FIELD

Mark Cook stated that with the absence of awarding the scope of work

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staff can, through the selected Engineering and Planning Consultant, negotiate for a Sub-Consultant to work on specific tasks. Mark Cook continued that with the Department of Commerce grant the design of Runway 7/25 can be completed, a commercial appraisal done and fund an economic development plan. Mark Cook added that there is not enough grant funds to rubblize Runway 7/25.

ENGINEERING AND PLANNING CONSULTANT FOR BOWERS FIELD

Mark Cook reported that the Request for Qualifications for Engineering and Planning Services have been reviewed and scored. Mark Cook stated that four (4) submittals were received and staff is looking to schedule interviews with three (3) Consultants. Commissioner Laura Osiadacz commented that she would still like to look at the broader picture and the vision was to get an Airport Manager and a Consultant could get the Airport Manager in a position to help manage Bowers Field, however, she doesn't want to see the current Airport Manager/Director of Public Works and County Engineer continue to get overtasked with projects. Mark Cook added that we have potential lessee's selecting lots that currently have no utilities and taxiways to them. Mark Cook stated that the Board of County Commissioners will see the level of investment needed once the economic development plan is completed. Mark Cook continued that a full time presence by the County is needed at Bowers Field along with a FBO with the expiration of the agreement with Central Washington University. Mark Cook stated that he is adding some budget lines in the budget cycle for 2020 that the Board will be seeing. Discussion was held.

FLOOD CONTROL ZONE DISTRICT LEVY RATE DISCUSSION

Mark Cook stated that currently he is the Flood Control Zone District (FCZD) Administrator and the fund has one (1) full time employee, Karen Hodges that currently is not a huge financial drain on the District. Mark Cook continued that it was his understanding that this fall the FCZD was going to expire. Mark Cook reported that after meeting with legal the FCZD will still be formed however, the levy rate will expire. Mark Cook added that when this happens on January 1, 2020 there is no way to continue funding the District. Mark Cook explained that the FCZD has done well since the formation and has collected 2.9 million dollars in funding from the levy and has secured 5.7 million dollars in supplemental funding. Mark Cook stated that by Board direction an advisory committee was formed and they are now working on a Capital Facilities Plan for the FCZD and the first round of projects are in the millions. Mark Cook added that he is bringing this forward now so the Board can get familiar with the issues the District is facing. Discussion was held.

EXECUTIVE SESSION:

Fifteen (15) minutes was requested.

Entered into Executive Session at 2:02 pm
Adjourned at 2:17 pm. Action was taken. Staff was directed to move forward with the request and acquisition of the Stewart property using State Funding and if necessary Flood Control District funds.

Meeting adjourned at 2:18 pm.

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Candie Leader



Cory Wright, Chairman