

# CITY OF LYNDEN



Mayor  
Scott Korthuis

Council Members  
Gary Bode  
Ron De Valois  
Gerald Kuiken  
Nick H. Laninga  
Brent Lenssen  
Kyle Strengholt  
Mark Wohrab

City Council - Regular Meeting  
Annex - 205 Fourth Street  
June 5, 2023

## **Call to Order**

## **Pledge of Allegiance**

## **Roll Call**

## **Oath of Office**

## **Summary Reports and Presentations**

- [1.](#) Legislative Session Report

## **Approval of Minutes**

- [2.](#) Draft Council Minutes - May 15, 2023
- [3.](#) Draft Special Council Minutes / Study Session- May 24, 2023

## **Citizen Comment**

## **Consent Agenda**

- [4.](#) Approval of Payroll and Claims
- [5.](#) Resolution No. 23-1070-Acceptance of Washington State Department of Transportation Aviation Division Grant for Lynden Municipal Airport
- [6.](#) Resolution No. 23-1071-Increase to the Revolving Cash Fund
- [7.](#) Resolution No. 23-1069 Accepting Right-of-Way from Whatcom County at the Main Street and Berthusen Road Intersection
- [8.](#) Resolution No. 23-1063-Updating Parks Fees

## **Public Hearing**

- [9.](#) Resolution No. 23-1064 – Adopting a Six Year Transportation Improvement Program (STIP) 2024-2029

**Unfinished Business****New Business****Other Business**

[10.](#) Community Development Committee Minutes of 5-17-23

[11.](#) Calendar

**Executive Session****Adjournment**

# CITY OF LYNDEN

## EXECUTIVE SUMMARY



<b>Meeting Date:</b>	June 5, 2023	
<b>Name of Agenda Item:</b>	Legislative Session Report	
<b>Section of Agenda:</b>	Summary Reports and Presentations	
<b>Department:</b>	Administrative	
<b>Council Committee Review:</b>	<input type="checkbox"/> Community Development <input type="checkbox"/> Finance <input type="checkbox"/> Parks	<input type="checkbox"/> Public Safety <input type="checkbox"/> Public Works <input checked="" type="checkbox"/> Other: _____
		<b>Legal Review:</b> <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required
<b>Attachments:</b>	None	
<b>Summary Statement:</b>	<p>Briahna Murray will be present to give an overview of the session and significant bills that impact the city. This year's long session (105 days) concluded with the adoption of the State Capital Budget that included some successful requests for the City of Lynden.</p>	
<b>Recommended Action:</b>	Information Only.	

# CITY OF LYNDEN

## EXECUTIVE SUMMARY



<b>Meeting Date:</b>	June 5, 2023	
<b>Name of Agenda Item:</b>	Draft Council Minutes – May 15, 2023	
<b>Section of Agenda:</b>	Approval of Minutes	
<b>Department:</b>	Administration	
<b>Council Committee Review:</b>	<input type="checkbox"/> Community Development <input type="checkbox"/> Finance <input type="checkbox"/> Parks	<input type="checkbox"/> Public Safety <input type="checkbox"/> Public Works <input checked="" type="checkbox"/> Other: N/A
	<b>Legal Review:</b> <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required	
<b>Attachments:</b>	Draft Council Minutes – May 15, 2023	
<b>Summary Statement:</b>	Draft Council Minutes for Council review and possible approval.	
<b>Recommended Action:</b>	Review and approve draft minutes.	

# CITY OF LYNDEN

## CITY COUNCIL MINUTES OF REGULAR MEETING



May 15, 2023

### 1. CALL TO ORDER

Mayor Korthuis called to order the May 15, 2023 regular session of the Lynden city council at 7:00 p.m. held in the city's council chambers.

### PLEDGE OF ALLEGIENCE

### ROLL CALL

Members present: Councilors Gary Bode, Ron De Valois, Gerald Kuiken, Brent Lenssen, Nick Laninga, and Mark Wohlrab.

Members absent: Councilor Strengholt.

Staff present: Finance Director Anthony Burrows, Fire Chief Mark Billmire, Public Works Director Steve Banham, City Clerk Pam Brown, and City Administrator John Williams.

### OATH OF OFFICE - None

### SUMMARY REPORTS AND PRESENTATIONS - None

### APPROVAL OF MINUTES

*Councilor De Valois moved, and Councilor Bode seconded to approve the May 1, 2023, regular meeting minutes. Motion approved on 6-0 vote.*

### CITIZEN COMMENT

#### Cynthia Ripke-Kutsagoitz, Guide Meridian, Lynden

Cynthia commented on several general topics, one of which included Peace Officers Memorial Day.

#### Lesa Starkenburg-Kroontje, 4<sup>th</sup> Street, Lynden

Lesa Starkenburg-Kroontje spoke in support of the Agreement for Wholesale Supply of Water to Berthusen Road Water Association, an item on the consent agenda.

#### Gary Vis, Bender Road, Lynden

Gary Vis commented on ORD-23-1668 which adds section 10.17 to Chapter 10 of the Lynden Municipal Code concerning WUTVs. He commented that his research shows that ATVs (a handle vehicle) are actually the more dangerous of utility vehicles. Mr. Vis' interest

# CITY OF LYNDEN



## CITY COUNCIL MINUTES OF REGULAR MEETING

is in a vehicle sometimes call a “sand sled” which has steering wheels, roll cages, seat belts and other safety devices. Mr. Vis plans to work with members of the state legislature to further define the definitions of these kinds of vehicles.

### 2. CONSENT AGENDA

#### Payroll Liability to April 23 through May 6, 2023

##### EFT & Other Liabilities

##### Non-L&I Liabilities

Monthly EFT .....	\$253,266.57
Check Liability .....	\$0.00
Total Non-L&I Liabilities .....	\$253,266.57
Quarterly Liabilities .....	\$13,574.60
<b>Total EFT &amp; Other Liabilities</b>	<b>\$266,841.17</b>

#### Approval of Claims – May 16, 2023

Manual Warrants No.	<u>27198</u>	through	<u>27198</u>		\$1,400.00
EFT Payment Pre-Pays					\$83.41
				Sub Total Pre-Pays	\$1,483.41
Voucher Warrants No.	<u>27295</u>	through	<u>27406</u>		\$1,747,729.96
EFT Payments					<u>\$407,885.72</u>
				Sub Total	\$2,155,615.68
				Total Accts. Payable	\$2,157,099.09

#### Council Confirmation of Public Works Director – Jon Hutchings

#### Agreement for Wholesale Supply of Water to Berthusen Road Water Association

The City of Lynden is authorized and has been providing wholesale water to the Berthusen Water Association for several decades, but the current agreement between the City and the Berthusen Road Water Association has lapsed. City staff have worked closely with the Association and the City Attorney to update the agreement to provide for a long-term supply of water that will allow the Association to update its Water System Plan with the State Department of Health. This agreement identifies the maximum annual amount of water to be

# CITY OF LYNDEN

## CITY COUNCIL MINUTES OF REGULAR MEETING



provided by the City and adds provisions related to conservation and shortage management. The term is for 60 years with options for additional 25-year extensions.

The agreement was reviewed at both the April 5th and May 3rd Public Works Committee meetings and at the May meeting the Committee voted to advance the Agreement to the full City Council with a recommendation for approval.

### RES-23-1064- Schedule Public Hearing, Adopting a Six Year Transportation Improvement Program (STIP) 2023-2028

### RES-23-1065 and RES-23-1066- City of Lynden adoption of 457(b) Deferred Compensation Plan Administered by MissionSquare

The City of Lynden currently offers deferred compensation plans as allowed under the IRS Code. Resolution 23-1065 & 23-1066 would adopt MissionSquare as an additional plan provider. MissionSquare has offered plan administration to public sector employees for over 50 years and is a not-for-profit company that offers a lower fee structure for the employee plan members. By adopting these resolutions, the city will be able to offer additional options to employees for their investment accounts. The addition of these plans was discussed at the April Finance Committee meeting

RES-23-1067-Establishing the Policy for Transfer of Unused Stormwater Capacity in the City's Local Improvement District (ULID) 2008-1 West Lynden Stormwater Drainage Facility  
On March 6, 2006, the City passed Ordinance No. 1256 creating Local Improvement District (LID) No. 4 to acquire, construct, and install the West Lynden Storm Drainage Facility and trunk piping for conveying stormwater to that facility. LID No. 4 was converted to Utility Local Improvement District (ULID) 2008-1 via Ordinance No. 1325 in 2008.

Certain ULID properties have paid into the ULID but not used all the capacity allotted to them. Others have deferred payments under RCW 84.34.300 and have not used any of the capacity that was allotted to them. Some of those properties with unused allotted capacity are willing to transfer their assessed storage and conveyance capacity, and other properties not included on the final assessment roll but within the same storm drainage watershed, have expressed interest in purchasing the unused capacity in the West Lynden Stormwater Drainage Facility. The City has an interest in supporting economic development within the City and transfer of that unused capacity would provide an opportunity for imminent

# CITY OF LYNDEN

## CITY COUNCIL MINUTES OF REGULAR MEETING



development on those other properties within the basin not included in the original assessment roll. The Public Works Committee reviewed the proposed Resolution at their meeting on May 3, 2023, and concurred to recommend approval.

~~RES-23-1068 Interfund Loan from F405 (Sewer) to F401 (Water)~~ **Item pulled from the agenda. No action was taken.**

***Motion made by Councilor Bode seconded by Councilor De Valois to approve the consent agenda as presented. Motion approved 6-0.***

### 3. PUBLIC HEARING - None

### 4. UNFINISHED BUSINESS

#### ORD-23-1668 adding LMC Title 10.17

Discussion arose in the Public Safety Committee to allow the City and other public entities (including school districts) to use wheeled all-terrain vehicles (WATV), also known as utility terrain vehicle (UTV) for maintenance purposes on city streets with a speed of 35 mph or less. These vehicles must be owned and operated by a public entity and meet all the safety requirements of the state RCW, meet the additional requirements of LMC 10.17, and must be inspected annually by the Lynden Police Department.

The Public Safety Committee reviewed this ordinance at its April 6th meeting and recommended taking the ordinance to the City Council for approval. At the April 17th meeting, Council referred it back to the Public Safety Committee for further discussion. After further review, it was determined that there is not a method to adopt a broader definition beyond ‘public entities’ without adopting the entire RCW and allowing everyone’s use on city streets. The Public Safety Committee is not in favor of that. There was further discussion that allowances can be made for events for the use of a UTV via a special vent permit. The Special Event permitting process is under review by city staff.

***Motion made by Councilor Wohlrab seconded by Councilor De Valois to adopt ORD-23-1668 and authorize the Mayor’s signature. Motion approved 6-0.***

***Mayor Korthuis announced that Council will hold a closed-door session regarding labor matters after the night’s council meeting is adjourned.***



# CITY OF LYNDEN

## CITY COUNCIL MINUTES OF REGULAR MEETING



### 5. NEW BUSINESS - None

***Mayor Korthuis and Council recognized City Clerk, Pam Brown for 10 years of service with the city of Lynden.***

### 6. OTHER BUSINESS

Councilor Bode reporting for the Public Works Committee involving discussion of:

- Carlos Becerra's plans for developing storage sites on the property he is leasing from the city of Lynden.
- The Berthusen Water Association agreement on the meeting agenda.
- Underground stormwater containment on the property formerly owned by Word of Life church.
- Security for the city's downtown restroom.
- WSDOT schedule for work on the Guide Meridian.

Councilor Wohlrab reporting for the Public Safety Committee involving discussion of:

- Public input concerning the city's transparency surrounding policy for police department body-worn cameras.
- Transparency of the council committee minutes and agendas.
- The Fire report and ideas for a possible Safety Village.
- The Police department has two new hires who will be sworn in at a future council meeting.

Councilor Kuiken reporting for the Finance Committee involving discussion of:

- RES 23-1068, Interfund Loas from F405 Sewer to F401 Water which was pulled from the night's agenda.
- OT for police and fire departments were lower.
- Sales tax remains strong and is expected to get stronger with the three new projects.
- Review of the monthly financial report.

Councilor De Valois reporting for the Parks Committee involving discussion of:

- Awaiting information SHKS comments on the Benson Park.
- SCJ Alliance adding items to the Benson Park concept.
- Berthusen Park signage to clarify park hours.

# CITY OF LYNDEN



## CITY COUNCIL MINUTES OF REGULAR MEETING

- New software for Park Department scheduling.
- Safety Village mock-up that is being proposed for Benson Park.
- Dickinson and Berthusen Park houses are being inspected for repairs and painting.
- No Parks Committee in June due to lack of quorum.

***The Steve Banham, Public Works Director announced that the Parks Director is planning a ground- breaking ceremony for the Trail on June 2<sup>nd</sup>.***

### 7. EXECUTIVE SESSION

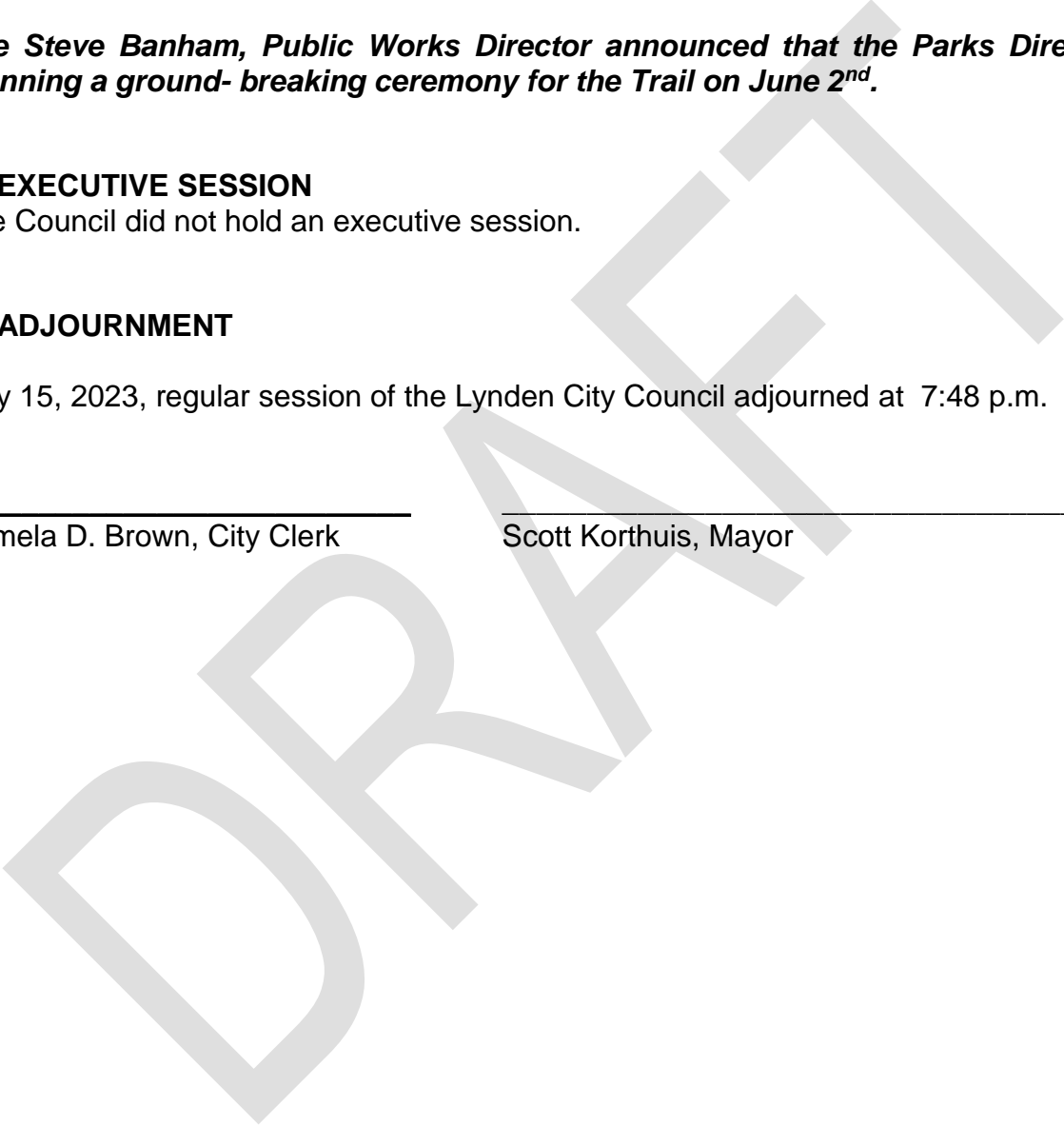
The Council did not hold an executive session.

### 8. ADJOURNMENT

May 15, 2023, regular session of the Lynden City Council adjourned at 7:48 p.m.

\_\_\_\_\_  
Pamela D. Brown, City Clerk

\_\_\_\_\_  
Scott Korthuis, Mayor



# CITY OF LYNDEN

## EXECUTIVE SUMMARY



<b>Meeting Date:</b>	June 5, 2023	
<b>Name of Agenda Item:</b>	Draft Special Council Minutes / Study Session- May 24, 2023	
<b>Section of Agenda:</b>	Approval of Minutes	
<b>Department:</b>	Administration	
<b>Council Committee Review:</b>	<input type="checkbox"/> Community Development <input type="checkbox"/> Finance <input type="checkbox"/> Parks	<input type="checkbox"/> Public Safety <input type="checkbox"/> Public Works <input checked="" type="checkbox"/> Other: N/A
		<b>Legal Review:</b> <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required
<b>Attachments:</b>	Draft Special Council Minute / Study Session- May 24, 2023	
<b>Summary Statement:</b>	Draft Council Minutes for Council review and possible approval.	
<b>Recommended Action:</b>	Review and approve draft minutes.	

# CITY OF LYNDEN

PUBLIC WORKS DEPARTMENT  
360-354-3446



## SPECIAL CITY COUNCIL MEETING / STUDY SESSION MINUTES

4:00 PM May 24, 2023  
City Hall - 300 Fourth Street – 1<sup>st</sup> Floor Conference Room

### CALL TO ORDER

Mayor Scott Korthuis opened the meeting at 4:00 pm.

### ROLL CALL

**City Council Members:** Gary Bode, Ron DeValois, Jerry Kuiken, Brent Lensen, Nick Laninga, Mayor Scott Korthuis,

**Staff:** Steve Banham, Jon Hutchings, Mark Sandal, John Williams, Mike Kim, Jessica King

**Public Present:** Gary Vis, Angie Estey (Trane), Kenneth Gray (BHC), Sarah McCauley (Lynden Tribune)

### NEW BUSINESS:

#### **Wastewater Treatment Plant Maintenance Building Design - Build**

Estey presented the project background, the Omnia Partners Program and process, the benefits of design-build, and the planned design and construction schedule. Council members and guests discussed the layout of the building and the logistics of the plan, including peat removal, additional parking, and options for bays. They also discussed the budget for this project and whether it could affect sewer rates.

There was overall interest from the members in including the two bid options for additional bays to allow for future growth.

Korthuis asked Estey if there were grant opportunities available for this project. She said there may be, but not right now. Gray added that there could be future grant opportunities for solar panels and installation of electric vehicle charging infrastructure since they may be needed in the future.

Council also discussed the possibility of adding natural gas lines for the future use if needed to supplement electrical use.

**ADJOURNMENT:** The meeting was adjourned at 5:18 p.m.

\_\_\_\_\_  
Scott Korthuis, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jessica King, Sr. Admin. Assistant

\_\_\_\_\_  
Date

# CITY OF LYNDEN

## EXECUTIVE SUMMARY



<b>Meeting Date:</b>	June 5, 2023	
<b>Name of Agenda Item:</b>	Approval of Payroll and Claims	
<b>Section of Agenda:</b>	Consent	
<b>Department:</b>	Finance	
<b>Council Committee Review:</b>	<input type="checkbox"/> Community Development <input checked="" type="checkbox"/> Finance <input type="checkbox"/> Parks	<input type="checkbox"/> Public Safety <input type="checkbox"/> Public Works <input type="checkbox"/> Other: _____
		<b>Legal Review:</b> <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required
<b>Attachments:</b>		
None		
<b>Summary Statement:</b>		
Approval of Payroll and Claims		
<b>Recommended Action:</b>		
Approval of Payroll and Claims		

# CITY OF LYNDEN

## EXECUTIVE SUMMARY



<b>Meeting Date:</b>	June 5, 2023	
<b>Name of Agenda Item:</b>	Resolution No. 23-1070 Acceptance of Washington State Department of Transportation Aviation Division Grant for Lynden Municipal Airport	
<b>Section of Agenda:</b>	Consent	
<b>Department:</b>	Public Works	
<b>Council Committee Review:</b>	<input type="checkbox"/> Community Development <input type="checkbox"/> Finance <input type="checkbox"/> Parks	<input type="checkbox"/> Public Safety <input checked="" type="checkbox"/> Public Works <input type="checkbox"/> Other: _____
		<b>Legal Review:</b> <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required
<b>Attachments:</b>	Resolution No. 23-1070	
<b>Summary Statement:</b>	<p>The City is applying for a Washington State Department of Transportation - Aviation Division (WSDOT) grant to acquire and install a significantly upgraded weather station at the airport, providing more accurate weather data for conditions at the airport thereby improving safety for pilots, available to anyone using a Wi-Fi-enabled device. The grant request is \$70,000, of which there is a required 5% match in the amount of \$3,500. Funds are allocated in the 2023 budget for this project.</p>	
<b>Recommended Action:</b>	<p>That City Council approve Resolution No. 23-1070, Acceptance of Department of Transportation, Aviation Division Grant and authorize the Mayor's signature on the Resolution.</p>	

**RESOLUTION NO. 23-1070**

**A RESOLUTION AUTHORIZING ACCEPTANCE OF A WASHINGTON STATE DEPARTMENT OF TRANSPORTATION, AVIATION DIVISION, GRANT FOR THE LYNDEN MUNICIPAL AIRPORT, CITY OF LYNDEN, WHATCOM COUNTY, WASHINGTON**

**WHEREAS**, the City of Lynden is applying for an Airport Aid grant from the Washington State Department of Transportation (WSDOT), Aviation Division, for weather station improvements at the Lynden Municipal Airport in the amount of \$66,500; and

**WHEREAS**, the grant request is to purchase and install new updated weather station equipment and the City's matching funds obligation is to provide 5% of the contract amount for this work; and

**WHEREAS**, the City will provide \$3,500 from the Airport Fund (420) budgeted Capital Outlays, as the required 5% match; and

**WHEREAS**, to be eligible for funding, the City of Lynden must submit an adopted resolution stating that matching funds are available and authorized by the Lynden City Council; and

**WHEREAS**, if awarded the WSDOT grant, the City plans to procure and install the new equipment in 2023.

**NOW, THEREFORE, BE IT RESOLVED** by the Lynden City Council of the City of Lynden as follows:

Section 1. The Lynden City Council does hereby authorize the City to receive a Washington State Department of Transportation, Aviation Division grant for weather station improvements in the amount of \$66,500; and hereby commits that funding is available for the local match of 5% in the amount of \$3,500.

Section 2: BE IT FURTHER RESOLVED that any resolutions or parts of resolutions in conflict herewith are hereby repealed insofar as they conflict with the provisions of this resolution.

Section 3: If any section, subsection, sentence, clause or phrase of this Resolution is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Resolution. The Council hereby declares that it would have passed this code and each section, regardless of whether any one or more sections, subsections, sentences, clauses or phrases has been declared invalid or unconstitutional, and if for any reason this Resolution is declared invalid or unconstitutional, then the original Resolution or Resolutions shall be in full force and effect.

Section 4: This resolution shall be in full force and effect on \_\_\_\_\_, 2023.

PASSED BY THE CITY COUNCIL BY AN AFFIRMATIVE VOTE, \_\_\_\_\_ IN FAVOR AND \_\_\_\_\_ AGAINST, AND SIGNED BY THE MAYOR THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
MAYOR SCOTT KORTHUIS

ATTEST:

\_\_\_\_\_  
CITY CLERK PAMELA BROWN

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY BOB CARMICHAEL



# CITY OF LYNDEN

## EXECUTIVE SUMMARY - FINANCE



<b>Meeting Date:</b>	June 5, 2023	
<b>Name of Agenda Item:</b>	RES-23-1071 Increase in the Revolving Cash Fund	
<b>Section of Agenda:</b>	Consent	
<b>Department:</b>	Finance	
<b>Council Committee Review:</b>	<input type="checkbox"/> Community Development <input type="checkbox"/> Finance <input type="checkbox"/> Parks	<input type="checkbox"/> Public Safety <input type="checkbox"/> Public Works <input checked="" type="checkbox"/> Other: _____
		<b>Legal Review:</b> <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required
<b>Attachments:</b>		
RES-23-1071 Increase in the Revolving Cash Fund		
<b>Summary Statement:</b>		
<p>Currently the Lynden Planning Department has a cash fund for the purpose of making change for citizen transactions. The Planning Department has cash drawers assigned to it, each one assigned to an individual with the understanding that they are responsible for the funds as stated in the Resolution. Due to operational need an increase in the revolving cash fund limit is required. Resolution No. 1071 would increase the cash limit of the Revolving Cash Fund from \$3,200 to \$3,350.</p>		
<b>Recommended Action:</b>		
That the Council approve RES-23-1071 as presented and authorize the Mayor's signature.		

RESOLUTION NO. 23-1071

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LYNDEN, WASHINGTON,  
REGULATING AN INCREASE TO THE REVOLVING CASH FUND ADMINISTERED BY THE  
FINANCE DIRECTOR

WHEREAS, the City of Lynden deems it necessary to maintain a revolving cash fund for the purpose of making change; and

WHEREAS, the City of Lynden finds it necessary to increase this stated fund from \$3,200 to \$3,350 due to an increase in funds required in the Lynden Planning Department; and

WHEREAS, the City of Lynden’s revolving cash fund will not be used for personal cash advances secured by check or IOU’s; and

WHEREAS, The City of Lynden’s revolving cash fund will be maintained and administered by the Finance Director or his appointed designee; and

WHEREAS, all Ordinances or Resolutions in conflict herewith are hereby repealed.

NOW THEREFORE, BE IT RESOLVED, the Lynden City Council authorizes that the Lynden Revolving Cash Fund be increased, for the reasons stated above, from \$3,200 to \$3,350. Be it further resolved that this resolution shall be in full force and effect from and after its passage by the City Council and approved by the Mayor.

PASSED BY THE CITY COUNCIL BY AN AFFIRMATIVE VOTE, \_\_\_\_\_ IN FAVOR \_\_\_\_\_ AGAINST, AND SIGNED BY THE MAYOR THIS \_\_\_\_\_ DAY OF JUNE, 2023.

ATTEST:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY

# CITY OF LYNDEN



## EXECUTIVE SUMMARY

<b>Meeting Date:</b>	June 5, 2023	
<b>Name of Agenda Item:</b>	Resolution No. 23-1069 Accepting Right-of-Way from Whatcom County at the Main Street and Berthusen Road Intersection	
<b>Section of Agenda:</b>	Consent	
<b>Department:</b>	Public Works	
<b>Council Committee Review:</b>	<input type="checkbox"/> Community Development <input type="checkbox"/> Finance <input type="checkbox"/> Parks	<input type="checkbox"/> Public Safety <input checked="" type="checkbox"/> Public Works <input type="checkbox"/> Other: _____
		<b>Legal Review:</b> <input checked="" type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input type="checkbox"/> Review Not Required
<b>Attachments:</b>	Resolution No. 23-1069	
<b>Summary Statement:</b>	<p>The West Main Street and Roundabout Project No. 2012-06 is slated for construction in 2024 and the City is acquiring the right-of-way that will be needed for the project. Whatcom County currently owns a portion of the Main Street and Berthusen Road right-of-way that will be needed to construct the project and is preparing to quit claim that right-of-way to the City of Lynden for construction. The Whatcom County Council is scheduled to take action on June 20, 2023.</p> <p>This project constructs a 130-foot inscribed diameter single lane roundabout designed to accommodate trucks and greatly reduce collision potential. It also constructs 300 feet of street improvements on each approaching street. It will be constructed to "Complete Street" standards with bike and pedestrian facilities and LED street lighting improving non-motorized access to Berthusen Park to the north.</p> <p>This project will be funded by a low interest Community Economic Revitalization Board loan. The right-of-way to the south needed for the roundabout has already been dedicated by Alliance Freeze Dry as part of their construction of the Lynden Canature Kitchen Plant.</p> <p>The attached Resolution 23-1069 will authorize the mayor to accept a quit claim of the needed right-of-way from Whatcom County.</p>	
<b>Recommended Action:</b>	That City Council approve Resolution No. 23-1069 Accepting Right-of-Way from Whatcom County at the Main Street and Berthusen Road Intersection and authorize the Mayor's signature on the Resolution.	

**RESOLUTION NO. 23-1069**

**A RESOLUTION OF THE CITY COUNCIL OF LYNDEN WASHINGTON ACCEPTING  
RIGHT-OF-WAY FROM WHATCOM COUNTY FOR THE CONSTRUCTION OF THE  
MAIN STREET AND BERTHUSEN ROAD ROUNDABOUT**

**WHEREAS**, the City of Lynden, to construct a roundabout at the intersection of Main Street and Berthusen Road, requires certain property in Whatcom County’s right-of-way; and

**WHEREAS**, the improvement of the intersection of Berthusen Road and Main Street is beneficial to both the City and to Whatcom County because of the increased safety provided by the roundabout; and

**WHEREAS**, the City of Lynden has obtained a low interest Washington State Community Economic Revitalization Board low interest loan to construct the roundabout and the street approaches to the roundabout; and

**WHEREAS**, Whatcom County Council is scheduled to take action to quit claim the portion of their right-of-way needed by the City of Lynden to construct the roundabout; and

**WHEREAS**, the City of Lynden is interested demonstrating that the City Council of the City of Lynden agree to receive the County right-of-way by quit claim deed for the purpose of the construction of a roundabout at the intersection of Berthusen Road and Main Street;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Lynden, Washington as follows:

PASSED BY THE CITY COUNCIL OF THE CITY OF LYNDEN BY AN AFFIRMATIVE VOTE \_\_\_\_\_ IN FAVOR \_\_\_\_\_ AGAINST, AND SIGNED BY THE MAYOR THIS \_\_\_\_\_ DAY OF JUNE 2023.

\_\_\_\_\_  
MAYOR SCOTT KORTHUIS

ATTEST:

\_\_\_\_\_  
CITY CLERK PAMELA D. BROWN

**APPROVED AS TO FORM:**

\_\_\_\_\_  
CITY ATTORNEY ROBERT CARMICHAEL

# CITY OF LYNDEN

## EXECUTIVE SUMMARY



<b>Meeting Date:</b>	June 5, 2023	
<b>Name of Agenda Item:</b>	Resolution 23-1063- Updating Parks Fees	
<b>Section of Agenda:</b>	Consent	
<b>Department:</b>	Parks	
<b>Council Committee Review:</b>	<input type="checkbox"/> Community Development <input type="checkbox"/> Finance <input checked="" type="checkbox"/> Parks	<input type="checkbox"/> Public Safety <input type="checkbox"/> Public Works <input type="checkbox"/> Other: _____
	<b>Legal Review:</b> <input checked="" type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input type="checkbox"/> Review Not Required	
<b>Attachments:</b>		
Copy of Resolution 23-1063- Updating Parks Fees		
<b>Summary Statement:</b>		
<p>The Parks Staff requested changes in the language of the fee schedule to streamline the use of the new website for site users and community members who call to inquire for more information.</p> <p>The City Legal Team reviewed and made suggestions for language included in the future that was practical for the staff and users alike.</p> <p>The Parks Committee reviewed the fee schedule changes and recommended the resolution proposals after legal review for council approval.</p>		
<b>Recommended Action:</b>		
Motion to approve Resolution 23-1063 and authorize the Mayor's signature on the document.		

**RESOLUTION NO. 23-1063**

A RESOLUTION AMENDING RESOLUTION 1034  
REGARDING FEES TO BE CHARGED IN RELATION TO BERTHUSEN PARK, CITY PARK  
AND BENDER FIELDS FOR THE CITY OF LYNDEN, WASHINGTON

**BE IT RESOLVED** by the City Council of the City of Lynden, Washington that  
Resolution 1034 be amended in its entirety, to read as follows:

(NOTE: THE FOLLOWING AMOUNTS ARE IN U.S. FUNDS ONLY.)

Section 1: The Park charges contained in Resolution 1063, adopted June 5, 2023,  
are hereby enacted, confirmed, and ratified effective June 6, 2023

**BERTHUSEN PARK**

Section 2: Effective June 6, 2023, the following are the fees to be charged by the City  
in relation to **BERTHUSEN PARK**:

a. Kitchen Rentals

Reservations ***April 1-September 30***

Kitchen #1 & 2

One-half of a Weekday	\$75.00
Full Day Weekday	\$115.00
One-half of a Saturday or Sunday	\$95.00
Full Day Saturday, Sunday or Holiday	\$140.00
<u>FULL DAY RENTAL ONLY</u> on Holidays	
Playfield reservation	\$20.00

b. Open Shelter

One-half of a Weekday	\$50.00
Full Day Weekday	\$65.00
One-half of a Saturday or Sunday	\$60.00
Full Day Saturday, Sunday or Holiday	\$85.00
<u>FULL DAY RENTAL ONLY</u> on Holidays	

Changes to set-up re: moving tables, barricades etc.

Add an additional \$50.00

(NOTE: ADD \$10.00 TO THESE RENTAL PRICES IF GROUPS  
ARE OVER 100 PEOPLE)

c. Overnight Camping (Camping Season: **Months of May & September**)  
TENT CAMPING ONLY-For non-profit educational youth programs.

Per Person-Per Night \$3.00/person  
(Maximum group size-80 people)

**CITY PARK**

Section 3: Effective June 6, 2023, the following are the fees to be charged by the City in relation to use of facilities at the **CITY PARK:**

***Reservations April 1-September 30***

a. Kitchen Rentals

One-half of a Weekday \$75.00  
Full Day Weekday \$115.00  
One-Half of a Saturday or Sunday \$95.00  
Full Day Saturday, Sunday or Holiday \$140.00  
FULL DAY Rental ONLY on Holidays

b. Open Shelter

One-half of a Weekday \$50.00  
Full Day Weekday \$65.00  
One-half of a Saturday or Sunday \$60.00  
Full Day Saturday, Sunday or Holiday \$85.00  
FULL DAY Rental ONLY on Holidays

(NOTE: ADD \$10.00 TO THESE RENTAL PRICES IF GROUPS ARE OVER 100 PEOPLE)

c. Tennis Court Reservations

Per court \$5.00 per court/3 hour max.

**BENDER FIELD RECREATION AREA**

**Section 4:** Effective June 6, 2023, the following are the fees to be charged by the City in relation to the **BENDER FIELD RECREATION AREA:**

a. Adult League & Tournament Use Fees:

Per Game Fee – Non-Profit Local League*	\$40.00
Per Game Fee- Non-local league	\$50.00
Per Game Fee - Tournaments (Local League Sponsored)*	\$40.00
Per Game Fee - Tournaments (Non-local League Sponsored)	\$50.00
Per Game Fee - Games Needing Lights ADD	\$ 30.00 per game
<i>Per Field Fee- Set-up change</i>	<i>\$50.00</i>

b. Reservation Fee - Adult Tournament

Non-refundable: \$50.00 per field/per day (applies to tournament fee). There will be a minimum charge of \$55.00 per field, per day for each field reserved for adult tournaments. This fee would apply to the per game fee.

c. Youth League & Tournament/Camps Use Fees:

Per Game Fee- Local Non-Profit Youth*	\$ 15.00
Per Game Fee- Local Team Leagues	\$ 25.00
Per Game Fee- Non-local Leagues	\$ 45.00
Per Game Fee- Tournaments (Local Non-Profit League Sponsored)*	\$ 15.00
Per Game Fee- Tournaments (Local Team Leagues)	\$ 25.00
Per Game Fee- Tournaments (Non-Local League Sponsored)	\$ 45.00
Per Game Fee- Games Needing Lights ADD	\$ 30.00 per game
<i>Per Field Fee- Set-up change</i>	<i>\$25.00</i>

d. Reservation Fee – Youth Tournament/Camps

Non-refundable: \$25 per field/per day (applies to tournament fee). There will be a minimum charge of \$75.00 per field, per day for each field reserved for youth tournaments. This fee would apply to the per game fee.

e. Schools Teams:

Per Game Fee-	\$40.00
<i>Turnout Fee: Turnouts on game fields will be assessed per field</i>	<i>\$25.00</i>

f. Practice Fields

Reservation-Local Non-Profit Practice Fee (max.1 ½ hour)*	\$10.00 per field
Additional Field Set up Fee	ADD \$ 25.00 per field
(changes to field re: bases, lining etc.)	

**\*To receive discount MUST be non-profit and >65% of roster City of Lynden residents.**



Lighted Field Reservation Fee	ADD \$ 30.00 per field
All other league practice (max. 1 ½ hour)	\$25.00
Additional Field Set-Up Fee	ADD \$ 25.00 per field

g. Soccer Field Use Fees:

Per Game Fee

Full size fields (Lacrosse, Varsity, Middle School, Mod size per game fee)

Adult & Schools	\$40.00
Non-local adult games	\$50.00
Local League Youth	\$25.00
Local Non-Profit League Youth*	\$15.00

Small, Extra Small, micro size fields per game

Local Non-Profit League Youth*	\$12.00
--------------------------------	---------

Tournaments: (Per game)

Adult & school	\$40.00
Non-local adult & school	\$50.00
Local leagues	\$25.00
Non-local League	\$35.00
Local Non-Profit League Youth*	\$15.00

h. Bocci Field (reservation fee) \$20.00 per ½ day

i. Shelter (reservation) \$60.00 per 1/2 day  
\$85.00 per full day

j. Kitchen Reservations  
One-half day weekday \$75.00  
Full Day weekday \$115.00  
One-half day Saturday or Sunday \$95.00  
Full day Saturday, Sunday, or Holiday \$140.00

**FULL DAY Rental Only on Holidays**

k. Additional Vendor/Concessionaire Fee \$25.00-per day

l. Rental Storage Unit per month \$75.00  
Rental Storage Unit per year \$750.00

m. Fitness groups, yoga, martial arts, dog training etc.  
Application Fee (one time) \$25.00  
Groups up to 20 participants \$25.00 per month  
Groups over 20 participants \$40.00 per month

**\*To receive discount MUST be non-profit and >65% of roster City of Lynden residents.**

n. Cricket matches \$100.00 per game

**Section 5.** Effective June 6, 2023, the following are the fees to be charged by the City in relation to **DONATED ITEMS TO THE PARKS DEPARTMENT:**

- a. Park/Trail bench- concrete \$500.00
- b. Street bench- slatted \$400.00
- c. Trees (vary according to size & variety) \$250 to \$900  
(all costs for trees and planting are the responsibility of the donating party)

**Section 6:** BE IT FURTHER RESOLVED that any resolutions or parts of resolutions in conflict herewith are hereby repealed insofar as they conflict with the provisions of this resolution.

**Section 7:** If any section, subsection, sentence, clause or phrase of this Resolution is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Resolution. The Council hereby declares that it would have passed this code and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases had been declared invalid or unconstitutional, and if, for any reason, this Resolution should be declared invalid or unconstitutional, then the original Resolution or Resolutions shall be in full force and effect.

**Section 8:** This Resolution shall be in full force and effect on sixth day of June, 2023.

PASSED by the City Council of the City of Lynden, Whatcom County, Washington on the fifth day of June, 2023 and signed by the Mayor on the sixth day of June, 2023.

\_\_\_\_\_  
MAYOR

ATTEST:  
\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:  
\_\_\_\_\_  
CITY ATTORNEY

# CITY OF LYNDEN

## EXECUTIVE SUMMARY



<b>Meeting Date:</b>	June 5, 2023	
<b>Name of Agenda Item:</b>	Resolution No. 23-1064 – Adopting a Six Year Transportation Improvement Program (STIP) 2024-2029	
<b>Section of Agenda:</b>	Public Hearing	
<b>Department:</b>	Public Works	
<b>Council Committee Review:</b>	<input type="checkbox"/> Community Development <input type="checkbox"/> Finance <input type="checkbox"/> Parks	<input type="checkbox"/> Public Safety <input checked="" type="checkbox"/> Public Works <input type="checkbox"/> Other: _____
		<b>Legal Review:</b> <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required
<b>Attachments:</b>	1) 2024-2029 STIP Project List 2) Project Map 3) Resolution No. 23-1064	
<b>Summary Statement:</b>	<p>By law, a public hearing must be held for the City Council to consider comments regarding the City's Six Year Transportation Improvement Program (2024 to 2029). Attached are Lynden's proposed transportation improvement projects that will, after approval by City Council, be submitted to the Whatcom Council of Governments and from there to the Washington State Department of Transportation (WSDOT) as part of their statewide program.</p> <p>To be eligible for funding for these projects, every city and county must prepare a planned local list of projects which ultimately is forwarded to the WSDOT by July 31 of each year for inclusion in the State's Transportation Improvement Program (STIP) list.</p> <p>The Public Works Committee reviewed the STIP projects at their April 5, 2023, meeting and recommended that City Council set a public hearing date for 7:00 p.m. on June 5, 2023, their regular meeting, at the Lynden City Hall Annex, to hear comments on the City's Six-Year Transportation Improvement Program.</p> <p>After the hearing is closed, the Council may pass Resolution No. 23-1064 approving the program.</p>	
<b>Recommended Action:</b>	<p>That City Council approve Resolution No. 23-1064 adopting the 2024-2029 Six-Year Transportation Improvement Program for the City of Lynden and authorize the Mayor's signature on the resolution.</p>	

**RESOLUTION NO. 23-1064**

**A RESOLUTION ADOPTING THE  
2024-2029 SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM (STIP)  
FOR THE CITY OF LYNDEN, WHATCOM COUNTY, WASHINGTON**

**WHEREAS**, Washington State Law, RCW 35.77.010, requires the City of Lynden to annually adopt a Six-Year Transportation Improvement Program for the next six calendar years; and

**WHEREAS**, a report has been prepared and submitted by the City Public Works Director for a Six -Year Transportation Program for years 2024-2029, copies of which are on file in the office of the City Clerk;

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Lynden, Washington, as follows:

**SECTION 1:** That the 2024-2029 Six-Year Transportation Improvement Program be adopted as the official Six-Year Transportation Improvement Program of the City of Lynden, Washington.

**SECTION 2:** That the City Clerk and the City Public Works Director are hereby directed to file a copy of this resolution with the State of Washington Department of Transportation.

**SECTION 3:** If any section, subsection, sentence, clause or phrase of this Resolution is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Resolution. The Council hereby declares that it would have passed this code and each section, regardless of whether any one or more sections, subsections, sentences, clauses or phrases has been declared invalid or unconstitutional, and if for any reason this Resolution is declared invalid or unconstitutional, then the original Resolution or Resolutions shall be in full force and effect.

**ADOPTED** by the City Council of the City of Lynden, Whatcom County, Washington, on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
MAYOR SCOTT KORTHUIS

**ATTEST:**

\_\_\_\_\_  
CITY CLERK PAMELA BROWN

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY ROBERT CARMICHAEL

City of Lynden  
**2024 - 2029** Six Year  
 Transportation Improvement Program  
 In Priority Order Keyed to Map

Ref No.	Project	Description	Termini	Classified	Utilities	Complete Street	Phase	Funding Sources (\$ in thousands)					Local	State	TIB	Federal	Total
								2024	2025	2026	2027 - 2029						
1	<b>Pepin FASST (Flooding, Agriculture, Salmon, Safety, Transportation) RAISE Planning Grant</b>	Basin-wide 30% design plans for street network and creek relocation for items 3-8 below City plans to apply for a federal RAISE Construction Grant in 2025 to construct items 3-8 below.	Pepin Creek sub-area	Y		Y	PE	X	X	X						2,000	2,000
							Const				X						0
2	<b>Pine Street Bridge &amp; Pepin Creek Channel</b>	Vehicular Bridge and Approaches. Stream channel extended from Main to Westview Development	Pine Street over relocated Pepin Creek (Double Ditch) and 1000 ft of channel north of bridge <i>Developer Mitigation - incl. in Local</i>			Y	PE 2023-2024	X						150 (PWTF)			150
							Const	X	X			47	5,000 (PWTF)			5,047	
3	<b>Pepin Creek Main Stem</b> <i>Pepin Lite Concept</i>	Upstream (Pepin Lite) Phased Relocation	Isom School to East/West Creek Corridor  <i>Department of Ecology potential funding. Developer Mitigation - incl. in Local</i>			NA	PE	X	X			734					734
							Const			X	X				8,950	8,950	
4	<b>East/West Pepin Creek Corridor</b> <i>Pepin Lite Concept</i> (including culvert at Double Ditch)	Upstream (Pepin Lite) Phased Relocation	North end of Pepin Main Stem to Double Ditch Road  <i>Developer Mitigation - incl. in Local</i>			NA	PE	X	X			125				3,440	3,565
							Const			X	X				3,440	3,440	
5	<b>Double Ditch Road</b>	Widen/Improve to City Arterial Street Standard (40') <i>Prerequisite: Construct Cross-Culvert to the North and redirect Pepin Creek into new channel</i>	Main Street to City Limits (Pepin Parkway) <i>Connect to Future Pepin Parkway Include Water &amp; Sewer Trunk Lines Developer Mitigation - incl. in Local</i>	X		Y	PE		X	X		387					387
							Const			X	X				6,473	6,473	
6	<b>Pepin Parkway Bridge</b>	Pepin Parkway Arterial (Included in 2022 Design Standards) <i>Arterial Street - driveway access and parking restricted</i>	On Pepin Parkway over the relocated Pepin Creek  <i>Developer Mitigation - incl. in Local</i>	X		Y	PE	X	X			248					248
							Const			X	X				3,860	3,860	
7	<b>Pepin Parkway Arterial</b>	Pepin Parkway Arterial (Center Median Stormwater) <i>Arterial Street - driveway access and parking restricted</i>	Benson Road to Double Ditch  <i>Developer Mitigation - incl. in Local</i>	X		Y	PE	X	X			387					387
							Const			X	X				8,375	8,375	
8	<b>Benson Road</b>	Widen to the west to avoid ditch on east. Pedestrian on west side - possible 10' separated trail <i>Arterial Street - driveway access and parking restricted Surface Transportation Block Grant (STBG)</i>	Sunrise Drive to Badger Road <i>Connect to Future Pepin Parkway Federal STBG and CRP Developer Mitigation - incl. in Local</i>	Y	E	Y	PE	X				64			418	482	
							Const		X	X			1,700		6,394	3,245	
9	<b>Kaemingk Trail Extension - Depot to 8th Street</b>	Phased Trail Project begun in 2023 (complete in 2024) <i>Trail: Park Impact Fee Funds, Sidewalk: Street Funds</i>	North 8th Street to Depot Road			NA	PE										0
							Const	X				300	550			850	
10	<b>E. Front Street Slope Stability (Ph. 2)</b>	Replace storm pipe, construct mechanically stabilized earth (MSE) wall to stabilize slope, and repair street	600 Block of East Front Street			NA	PE										0
							Const	X				525			525		
11a	<b>9th Street &amp; Alley</b> (Judson Area Stormwater Low Impact Development - Phase II)	Stormwater Low Impact Development <i>Ecology Stormwater Grant funded design in 2020 DOE Grant/Loan, TBD, &amp; Utility Matching Funds</i>	Front St. to Judson and E/W Alley to 10th			Y	PE	X				50	120				170
							Const	X	X			400	720			1,120	

City of Lynden  
**2024 - 2029** Six Year  
 Transportation Improvement Program  
 In Priority Order Keyed to Map

Ref No.	Project	Description	Termini	Classified	Utilities	Complete Street	Phase	2024 - 2029					Funding Sources (\$ in thousands)				
								2024	2025	2026	2027 - 2029	Local	State	TIB	Federal	Total	
11b	<b>10th and Judson Street</b> (Judson Area Stormwater Low Impact Development - Phase III)	Stormwater Low Impact Development <i>Ecology Stormwater Grant funded design in 2020</i> <i>Const. Funding Dependent DOE Const. Grant. TBD &amp; Utility Matching Funds</i>	Front Street to 7th Street			Y	PE	X	X			50	120			170	
							Const			X		650	1,950			2,600	
12	<b>Cedar Drive - Street, Stormwater, and Sewer Utility Improvements</b>	Sewer upgrade (incl. lift station), stormwater relocation, street rehabilitation, and pervious shared-use shoulders <i>Sewer Utility Fund Project</i>	Depot Road to 124 E Cedar			N	PE/ROW	X				240				240	
							Const	X	X			2,400				2,400	
13a	<b>Main Street and Berthusen Road Roundabout</b>	Construct roundabout and approximatel 400 feet of each approach street <i>Community and Economic Revitatlization Board. Loan \$4.5 million</i>	Intersection of West Main and Berthusen Rd.	Y		Y	PE 2023	X				125				125	
							Const	X	X			1,000	4,500			5,500	
13b	<b>Main Street Corridor Completion</b>	Reconstruct Main Street between Curt Maberry Road and Berthusen Road	Curt Maberry Road and Berthusen Rd.	Y		Y	PE		X	X		100				100	
							Const				X	5,500				5,500	
14	<b>Tromp Road Arterial Improvement</b>	Upgrade to Full City Industrial Standard <i>Planning Purposes Only</i> <i>Community Economic Development (CEDs) listed</i>	Birch Bay Lynden Rd. to W. Front St.	Y		Y	PE				X	100				100	
							Const				X	3,000				3,000	
15a	<b>Bradley Road Arterial Improvements</b>	Upgrade to Complete Street with intersection improvements at both termini. <i>Anticipating State Commerce Funding and pursuing additional State/Federal funding</i>	Vinup Road to Line Road	Y		Y	PE	X	X			250				250	
							Const		X	X		1,540	2,950			4,490	
15b	<b>Bradley-Vinup Roundabout</b>	New Roundabout replaces stop sign on Bradley <i>Pursuing State/Federal funding</i>	Eastwood (east) Ridgeway (north) Grover (south)	Y		Y	PE	X	X			250				250	
							Const		X	X		1,590				1,590	
16	<b>Line Road Complete Street</b>	Upgrade to Full City Standard  <i>Planning Purposes Only</i>	Aaron Drive to Badger Road (SR-546)	Y		Y	PE				X	50				50	
							Const				X	1,500				1,500	
17	<b>3rd Street Reconstruction</b>	Street Reconstruction <i>Planning Purposes Only</i>	Grover Street to Front St <i>Historic Business District</i>	Y		Y	PE				X	20				20	
18	<b>4th Street Improvements</b>	Street Reconstruction/Centennial Park Integration <i>Planning Purposes Only</i> <i>Community Economic Development (CEDs) listed</i>	Grover Street to Judson Street Alley  <i>Historic Business District</i>			Y	PE				X	20				20	
19	<b>6th Street Reconstruction</b>	Street Reconstruction <i>Planning Purposes Only</i>	Grover Street to Front St <i>Historic Business District</i>			Y	PE				X	20				20	
20	<b>Northwood Road Complete Street</b>	Upgrade to Full City Std <i>Planning Purposes Only</i>	Brome to Badger	Y		Y	PE				X	70				70	

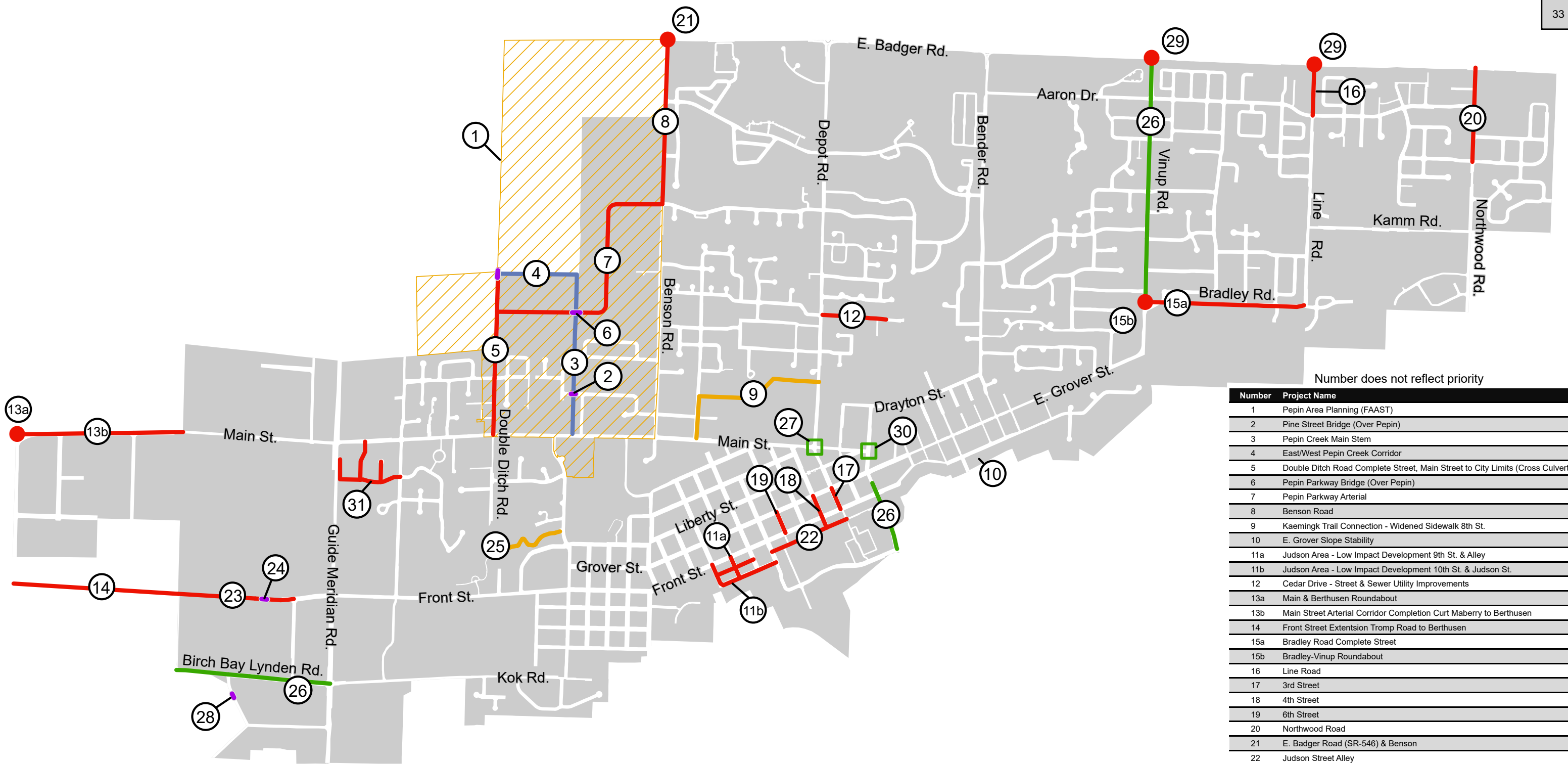
City of Lynden  
**2024 - 2029** Six Year  
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Ref No.	Project	Description	Termini	Classified	Utilities	Complete Street	Phase	Funding Sources (\$ in thousands)					Local	State	TIB	Federal	Total
								2024	2025	2026	2027 - 2029						
21	<b>E. Badger (SR-546) and Benson Road Roundabout</b>	Channelization/Roundabout & Lighting <i>Planning Purposes Only</i>	East Badger and Benson Road	Y		Y	PE	X			X	500	WSDOT 500				1,000
22	<b>Judson Street Service Alley Improvements</b>	Widen and reconstruct, relocate utility poles, and improve parking. <i>Community Economic Development (CEDs) listed</i>	3rd Street to 7th Street <i>Possible Directional Restrictions</i>			?	ROW/PE	X	X	X		50					50
23	<b>W. Front Street Arterial Ph 2</b>	Upgrade to City Industrial Street Standard (44' width) with curb, gutter, and sidewalk.	Duffner Ditch to Tromp Road <i>west of Guide Meridian</i>	Y		N	PE				X	300					300
							Const				X	1,500					1,500
24	<b>W. Front St Culvert Repair/Replace Culvert at Duffner Ditch</b>	Replace Flood Damaged Culvert Includes water, sewer and storm replacments <i>as needed</i>	Duffner Ditch to Duffner Drive <i>west of Guide Meridian</i>	Y		N	PE 2023	X				35				220	255
							Const	X	X			365				2,335	2,700
25	<b>Kaemingk Trail Extension to Dickinson Park</b>	Paved Trail w/ 2 Bridges <i>2019 Parks &amp; Trails Bond</i>	17th Street to existing Ridgecreek Trail			NA	PE	X				200					200
							Const		X	X		2,500				2,500	
26	<b>Arterial Street Preservation Program</b> Classified Routes	Grind and Overlay. Include required ADA Upgrades. Apply for TIB Arterial Preservation Program (APP) Funding (Coordinate with County on Birch Bay Lynden)	1st Street/Hannegan (Grover to City Limits) Birch Bay Lynden Rd (City Limits to SR-539) Vinnup (Bradley to SR-546)	Y		Y	PE		X	X	X	300			300		600
							Const					2,000			2,000		4,000
27	<b>Main and Depot Intersection Preservation and ADA</b>	Reconstruct intersection with ADA as needed. Reconstruct approach streets approximately 300 feet	Main and Depot	Y		Y	PE										0
							Const	X				75				75	
28	<b>Bay Lyn Drive Duffner Ditch Fish Passage Culvert</b>	Duffner Ditch Culvert Replacement - Apply for State funding programs. Included in Legislative Agenda.	Duffner Ditch at Bay-Lyn			N/A	PE		X	X		200			300		500
							Const				X	1,200		1,200		1,200	
29	<b>East Badger Road - Vinup and Line Roundabout/Intersection Improvements</b>	Roundabouts or intersection Improvements at Vinup and Line				Y	PE			X		200					200
							Const				X				0		
30	<b>Main and 1st Street Intersection Rehabilitation</b>	Reconstruction and ADA upgrades Planning Purposes only	Main and 1st Intersection			Y	PE				X	100					100
31	<b>Meadow Neighborhood Street, Water &amp; Stormwater Rehabilitation</b>	Street reconstruction with ADA upgrades as required. Water, sewer, storm drainage improvments as needed	Woodview Ct., Meadon Ln., S. Meadow Ln., and W. Meadow Ln. Duffner Ditch			NA	PE		X	X	X	100					100
32	<b>Miscellaneous Pavement Preservation</b>	Chip seal, asphalt overlays	Various Locations			N/A	Const Yearly budget	X	X	X	X	100					100

City of Lynden  
**2024 - 2029** Six Year  
 Transportation Improvement Program  
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Ref No.	Project	Description	Termini	Classified	Utilities	Complete Street	Phase	Funding Sources (\$ in thousands)					Total				
								2024	2025	2026	2027 - 2029	Local		State	TIB	Federal	
33	<b>ADA and non-motorized Facilities</b>	Sidewalk repair & replacement, ADA ramps, non-motorized facilities.	Various			N/A	Const Yearly budget	X	X	X	X	75					75





Number does not reflect priority

Number	Project Name
1	Pepin Area Planning (FAAST)
2	Pine Street Bridge (Over Pepin)
3	Pepin Creek Main Stem
4	East/West Pepin Creek Corridor
5	Double Ditch Road Complete Street, Main Street to City Limits (Cross Culvert)
6	Pepin Parkway Bridge (Over Pepin)
7	Pepin Parkway Arterial
8	Benson Road
9	Kaemingk Trail Connection - Widened Sidewalk 8th St.
10	E. Grover Slope Stability
11a	Judson Area - Low Impact Development 9th St. & Alley
11b	Judson Area - Low Impact Development 10th St. & Judson St.
12	Cedar Drive - Street & Sewer Utility Improvements
13a	Main & Berthusen Roundabout
13b	Main Street Arterial Corridor Completion Curt Maberry to Berthusen
14	Front Street Extension Tromp Road to Berthusen
15a	Bradley Road Complete Street
15b	Bradley-Vinup Roundabout
16	Line Road
17	3rd Street
18	4th Street
19	6th Street
20	Northwood Road
21	E. Badger Road (SR-546) & Benson
22	Judson Street Alley
23	Front Street (West) Arterial - Full Industrial Standard
24	Front Street Culvert Repair/Replace
25	Kaemingk Trail Extension 17th Street to Dickinson Park
26	Arterial Maintenance Overlays (Various)
27	Main & Depot Intersection Repairs and ADA Improvements
28	Bay-Lyn Culvert Replacement
29	E. Badger Road (SR-546) at Vinup & Line
30	Main & 1st Intersection Repairs and ADA Improvements
31	Meadow Neighborhood

Path: \\Saturn\GIS\Projects\Public Works\Transportation\Improvement\Projects\TIP2024\TIP2024Projects\TIP2024Projects.aprx

- Project Type**
- Intersection Overlay
  - Roundabout
  - Motorized
  - Road Drainage
  - Overlay
  - Non-Motorized
  - Culvert or Bridge

# 2024 - 2029 Transportation Improvement Projects



Updated: 30 Mar 2023

# CITY OF LYNDEN

## EXECUTIVE SUMMARY



<b>Meeting Date:</b>	June 5, 2023	
<b>Name of Agenda Item:</b>	Community Development Committee Minutes of 5-17-23	
<b>Section of Agenda:</b>	Other	
<b>Department:</b>	Planning Department	
<b>Council Committee Review:</b>	<input type="checkbox"/> Community Development <input type="checkbox"/> Finance <input type="checkbox"/> Parks <input type="checkbox"/> Public Safety <input type="checkbox"/> Public Works <input type="checkbox"/> Other: _____	<b>Legal Review:</b> <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required
<b>Attachments:</b>	Draft CDC Minutes of 5-17-23	
<b>Summary Statement:</b>	Draft CDC minutes attached for review.	
<b>Recommended Action:</b>	Council review.	

# CITY OF LYNDEN



PLANNING DEPARTMENT  
Heidi Gudde – Planning Director  
(360) 354 - 5532

## COMMUNITY DEVELOPMENT COMMITTEE

### MINUTES

4:00 PM May 17, 2023  
2<sup>nd</sup> Floor Conference Room, City Hall

#### 1. ROLL CALL

Council: Gary Bode, Brent Lenssen, Kyle Strengholt  
Guests: Blake Starkenburg, Gary Vis  
Staff: John Williams, Heidi Gudde

#### 2. APPROVAL OF MINUTES

- a. Community Development Committee Meeting Minutes of 3/22/23 were approved as presented.

#### 3. DISCUSSION ITEMS

- a. Public Participation Plan for the 2025 Comprehensive Plan Update  
Action: CDC pointed out scrivener errors to be corrected.
- b. Update to the County-wide Planning Policies (CWPP) Feedback:

Gudde gave an overview of the most significant changes being proposed to the CWPP and the group gave this feedback:

- Affordable housing and the expansion of this term to include workforce housing or housing serving a broader range of incomes. For example, Section G mentions “affordable housing” multiple times. The committee noted that some statements could benefit from broadening this term to address housing for workforce housing or other terms that might be more realistic. Affordable housing, per its definition of paying only 30% of the AMI, as an unattainable goal.
- In #3 the terms “convenient” and “major employment centers” could benefit from definition.
- Concerns related to #5 and the policies that “exclude or discourage affordable housing”. This seems subjective.

Action: Gudde to return to the Planners group with feedback from the CDC.

c. Schedule for the Review of UGAs within Whatcom County

The group generally discussed the UGA areas of the City and into what directions the City could grow with more focused conversation about the potential of continued growth to the west and the Guide Meridian as a commercial and industrial corridor. Also talked about the infrastructure challenges associated with some areas of the city including high ground water which often overlaps with non-prime ag land – the areas targeted for development.

Action: None at this time related to the schedule of UGA review.

4. **INFORMATIONAL ITEMS**

a. Update on Pending Amendments to the LMC

- LMC 19.22 – Screening of Covered Patios. Gudde gave an update after this legislative item was heard by the Planning Commission.

Action: Lenssen will ask that the Council consider allowing the railing to a max of 42” instead of 36”.

- LMC 19.23 – Adding the South HBD to the Small-scale Mixed-Use Provisions. Committee indicated support for the edit. Gudde noted this is slated for the June 19<sup>th</sup> meeting.
- Civil Penalties Code – Update to LMC 1.24. Carmichael’s office is currently working on implications for other sections of the code. Administrative office is expected to get an updated version in the next couple of weeks.
- LMC 19.33 Sign Code – Gudde discussed some legal concerns with the current code including the absence of an exclusionary provision which would protect the sign code as a whole even if one section was found to be unconstitutional / illegal. Case law will be considered as Planning staff and legal counsel begin a scrub of the code. Staff goal is to have the update completed in the Spring of 2024.
- LMC 19.17 Residential Multi-family Code was on the agenda but not discussed.

b. Development Report

- Review the development reports that were included in the meeting packet.

**Next Meeting Date: June 21, 2022**

# CITY OF LYNDEN

## EXECUTIVE SUMMARY



<b>Meeting Date:</b>	June 5, 2023	
<b>Name of Agenda Item:</b>	Calendar	
<b>Section of Agenda:</b>	Other Business	
<b>Department:</b>	Administration	
<b>Council Committee Review:</b>	<input type="checkbox"/> Community Development <input type="checkbox"/> Finance <input type="checkbox"/> Parks	<input type="checkbox"/> Public Safety <input type="checkbox"/> Public Works <input checked="" type="checkbox"/> Other: N/A
		<b>Legal Review:</b> <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required
<b>Attachments:</b>	Calendar	
<b>Summary Statement:</b>	Calendar	
<b>Recommended Action:</b>	Not an action item, information only.	

**June 5, 2023**

Monday

7:00 PM - 9:00 PM

Copy: City Council Meeting -- Annex Council Chamber

**June 6, 2023**

Tuesday

9:00 AM - 10:00 AM

Leadership Team Meeting -- City Hall 1st Floor Large Conference Room

**June 7, 2023**

Wednesday

8:30 AM - 5:00 PM

Court -- Annex Council Chamber; Annex East Training Room; Annex North East Conference Room; Annex South East Conference Room

4:00 PM - 6:00 PM

Copy: Public Works Committee -- City Hall 2nd Floor Large Conference Room

**June 8, 2023**

Thursday

7:00 PM - 10:00 PM

Planning Commission -- Annex Council Chamber

**June 13, 2023**

Tuesday

9:00 AM - 10:00 AM

Leadership Team Meeting -- City Hall 1st Floor Large Conference Room

**June 14, 2023**

Wednesday

8:00 AM - 5:00 PM

Possible Jury Trial -- Annex Council Chamber; Annex East Training Room; Annex North East Conference Room; Annex South East Conference Room

7:00 PM - 9:00 PM

Parks & Rec District Meeting -- Annex South East Conference Room

**June 14, 2023 Continued**

Wednesday

**June 19, 2023**

Monday

**4:00 PM - 5:00 PM**

**Copy: Parks Committee Meeting -- City Hall 1st Floor Large Conference Room**

**7:00 PM - 9:00 PM**

**Copy: City Council Meeting -- Annex Council Chamber**