

CITY OF LYNDEN



Mayor
Scott Korthuis

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

City Council - Regular Meeting
Annex - 205 Fourth Street
March 20, 2023

Call to Order

Pledge of Allegiance

Roll Call

Oath of Office

Summary Reports and Presentations

Approval of Minutes

1. Draft Council Minutes – March 6, 2023

Citizen Comment

Consent Agenda

2. Approval of Payroll and Claims
3. Ordinance No. 23-1667 Amending Lynden Municipal Code Chapter 10.08.100 Parking and Loading
4. Award Bid for Judson Street LID - 8th Street
5. 2024 Budget Calendar
6. 2022 Transportation Benefit District (TBD) Annual Report

Public Hearing

Unfinished Business

New Business

7. Lynden Municipal Airport Advisory Board Term Appointment – Tom Martin
8. Stormwater Management Action Plan

Other Business

9. Draft Parks Committee Minutes February 21, 2023,
10. Calendar

Executive Session

Adjournment

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EXECUTIVE SUMMARY



Meeting Date:	March 20, 2023	
Name of Agenda Item:	Draft Council Minutes – March 6, 2023	
Section of Agenda:	Approval of Minutes	
Department:	Administration	
Council Committee Review:	<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
Legal Review:	<input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required	
Attachments:	Draft Council Minutes – March 6, 2023	
Summary Statement:	Draft Council Minutes for Council review and possible approval.	
Recommended Action:	Review and approve draft minutes.	

CITY OF LYNDEN

CITY COUNCIL MINUTES OF REGULAR MEETING



March 6, 2023

1. CALL TO ORDER

Mayor Korthuis called to order the March 6, 2023 regular session of the Lynden City Council at 7:00 p.m. which was held in the city's council chambers.

PLEDGE OF ALLEGIENCE

ROLL CALL

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

Members absent: Councilor Kuiken absent with notice.

Staff present: Finance Director Anthony Burrows, Fire Chief Mark Billmire, Parks Director Brent DeRuyter, Planning Director Heidi Gudde, Police Chief Steve Taylor, Public Works Director Steve Banham, City Clerk Pam Brown, City Administrator John Williams, and City Attorney Bob Carmichael.

OATH OF OFFICE – None

SUMMARY REPORTS AND PRESENTATIONS - None

APPROVAL OF MINUTES

Councilor Strengholt moved, and Councilor De Valois seconded to approve the February 21, 2023, regular meeting minutes. Motion approved on 67-0 vote.

CITIZEN COMMENT

Cynthia Ripke-Kutsagoitz, Guide Meridian, Lynden

Cynthia commented on general events occurring in and around Lynden and Whatcom County including the Deming Log Show, a local fundraiser, local high school performances in Fiddler on the Roof, flags and hiring practices for city job positions.

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CITY COUNCIL
MINUTES OF REGULAR MEETING



2. CONSENT AGENDA

Payroll Liability to February 12 through February 25, 2023

EFT & Other Liabilities

Non-L&I Liabilities

Monthly EFT	\$556,348.81
Check Liability	\$0.00
Total Non-L&I Liabilities	\$556,348.81
Quarterly Liabilities	\$12,646.31
Total EFT & Other Liabilities	\$568,995.12

Approval of Claims – March 7, 2023

Manual Warrants No.	=	through	=		\$0.00
EFT Payment Pre-Pays					\$0.00
				Sub Total Pre-Pays	\$0.00
Voucher Warrants No.	<u>26797</u>	through	<u>26863</u>		\$187,374.33
EFT Payments					<u>\$519,655.52</u>
				Sub Total	\$707,029.85
				Total Accts. Payable	\$707,029.85

Ratification of City Participation in State Opioid Settlement

The Washington State Attorney General office reached a settlement agreement with prescription drug manufacturers regarding opioid distribution and the impacts on citizens for their distribution and potential addictive issues associated with its manufacture. As before, counties and cities in the state will receive a proportionate share based on population. These funds are restricted as to how they can be used; however, the City feels there is benefit to the citizens by funding education programs. The State has now settled with five (5) retailers and participation in the settlement share approximately \$215M statewide. Lynden’s share will be determined by the number of entities that sign on and the city population.

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

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CITY COUNCIL MINUTES OF REGULAR MEETING



3. PUBLIC HEARING

Ordinance No. 23-1665 (previously advertised as Ordinance No. 1654)- Amending LMC 17 and 19 regarding Community Residential Facilities, CUPS, and STRs

Important: This ordinance was advertised as number 1654 but has been reassigned to Ord-23-1665.

The City Council is considering the adoption of comprehensive zoning regulations governing Community Residential Facilities. In this case the term “Community Residential Facility” broadly means a residence or facility where unrelated individuals live together temporarily or permanently while utilizing common support and services. Several actions have led the City to examine this issue. In 2021 the State passed House Bill 1220 that affects how the city is allowed to regulate certain housing types that aim to address homelessness. In 2022, the issue came into sharper focus when proposed actions by a non-profit would have placed two group homes for men leaving prisons within close proximity of elementary schools. Research and review into this issue has been extensive. In the meantime, the City Council adopted interim zoning regulations that limited proximity to schools and similar residential facilities. Staff is now presenting the final ordinance on this issue. It should be noted that in addition to regulations for residential facilities, the proposal updates code pertaining to Conditional Use and Home Occupation Permits, and Short-term Rentals. Also, work on housing issues will continue. Staff is currently coordinating with Whatcom County to assess the regional housing need, including the need for emergency housing and shelters. Results will be reflected in the City’s Comprehensive Plan. On December 15, 2022, the Planning Commission held a public hearing on the ordinance and recommended approval with the condition that length of stay at bed and breakfasts be treated equally to length of stays at short-term rentals. Following this conclusion, the Community Development Committee drafted alternate recommendations that did not alter language related to Community Residential Facilities but tightened regulations on short-term rentals. Details of these alternate regulations have been included in the agenda packet for discussion.

Additionally, it was found that proposed sections 19.49.090 and 19.49.100 did not accurately call out large scale facilities as Conditional Uses as noted in the table in 19.49.030. It is also recommended that this clarification be included in the final document.

Mayor Korthuis opened the public hearing at 7:11 p.m.

Comments:

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- Tav Shaver, C Street, Lynden
- Cynthia Ripke-Kutsagoitz, Guide Meridian, Lynden
- Nathan Libolt, 17th Street, Lynden

None spoke in opposition of Ordinance No. 23-1665.

Mayor Korthuis closed the public hearing at 7:20 p.m.

Motion made by Councilor Lenssen seconded by Councilor Bode to approve ORD-23-1665 and authorize the Mayor's signature on the draft recommended by the Community Development Committee and on the condition that the final document clarify that Residential Re-entry and Transition Housing Facilities which are "Large Scale" be subject to Conditional Use Permit approval consistent with the scale and permitted zoning shown in 19.49.030. Motion approved 6-0.

4. UNFINISHED BUSINESS - None

Executive Session

Council recessed into executive session at 7:34 p.m. to discuss with legal counsel representing the city, a matter concerning potential property acquisition under RCW 42.30.110(1)(i)(c)), The session was expected to last 10 minutes with a decision. Council adjourned from executive session at 7:44 p.m.

5. NEW BUSINESS

Ordinance No. 23-1664 Tops Condemnation

The City of Lynden has completed a design to expand the Jim Kaemingk Sr. Trail from Depot Road west to 8th Street. This expansion of the trail network will extend and improve the trail allowing more neighborhoods to access City Park with the Million Smiles Playground and Lynden's extensive signature trail system to the east. The City requires two easements over property abutting West Pine Street: a) A temporary construction easement for approximately 18 months for the purpose of constructing a new section of public trail on adjacent property, and b) once the temporary construction easement expires, a temporary access and maintenance easement for a period of 36 months to efficiently access required mitigated vegetative plantings adjacent to the shoreline required for the trail and to address future maintenance needs for those plantings.

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To complete the project in 2023, the construction contract should be advertised before the end of March. City staff and the City Attorney have contacted the owner(s) of the Property and their attorney on several occasions to acquire the easements but without success. It is in public interest to exercise the City's power of eminent domain and condemn the property for the purposes of obtaining these easements subject to the City paying just compensation to the property owners as provided by law. Per RCW, notice has been delivered via mail, and the required advertising has been done in the City's paper of record, the Lynden Tribune.

Motion made by Councilor Bode seconded by Councilor De Valois to approve ORD-23-1664 authorizing the acquisition, condemnation, appropriation, and taking by eminent domain of easements for the construction and maintenance of an extension of the Jim Kaemingk Sr. Trail between Depot Road and 8th Street and authorize the Mayor's signature on the Ordinance. Motion approved 6-0.

Ordinance No. 23-1666- Emergency Interim Zoning Ordinance regarding Community

This item was pulled from the agenda as it became unnecessary after the meetings earlier adoption of ORD-23-1665. No action was taken on this item and Ordinance No. 23-1666 is VOID.

Motion made by Councilor Lenssen that city council accept the Chamber's letter dated February 22, 2023 and make provision to allow for the street closures as requested by the Chamber of Commerce. Motion approved 6-0.

Mayor Korthuis gave Council a brief update on the Washington D.C. trip that he and City Administrator John Williams took Tuesday through Thursday of last week. They had opportunity to meet with Representative Rick Larson and his staff. They also visited the Department of Transportation, Patty Murray's office, FEMA, and Maria Cantwell's office.

6. OTHER BUSINESS

Councilor Lenssen reporting for Community Development involving discussion of:

- The staff position in the Planning Department has been filled.

7. EXECUTIVE SESSION

Council held an executive session after item No. 4 on the agenda.

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8. ADJOURNMENT

The March 6, 2023, regular session of the Lynden City Council adjourned at 7:55 p.m.

Pamela D. Brown, City Clerk

Scott Korthuis, Mayor

DRAFT

CITY OF LYNDEN

EXECUTIVE SUMMARY



Meeting Date:	March 20, 2023	
Name of Agenda Item:	Approval of Payroll and Claims	
Section of Agenda:	Consent	
Department:	Finance	
Council Committee Review:	<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: _____
	Legal Review: <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required	
Attachments:	None	
Summary Statement:	Approval of Payroll and Claims	
Recommended Action:	Approval of Payroll and Claims	

CITY OF LYNDEN



EXECUTIVE SUMMARY – City Council

Meeting Date:	March 20, 2023	
Name of Agenda Item:	Ordinance No. 23-1667 Amending Lynden Municipal Code Chapter 10.08.100 Parking and Loading	
Section of Agenda:	Consent	
Department:	Public Works	
<u>Council Committee Review:</u>	<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: _____
		<u>Legal Review:</u>
		<input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required
Attachments:		
Ordinance No. 23-1667		
Summary Statement:		
<p>At the March 8th Public Works Committee meeting, staff received a request to allow on-street parking on Evergreen Street and Agronomy Way. Charlie’s Auto Body has a backlog of vehicles awaiting repair, and these vehicles are taking up space on their lot. This parking revision will allow employees to park on the street and keep the customer’s vehicles behind the fence and on the property of the repair shop.</p> <p>At the meeting, the Public Works Committee reviewed this request and concurred to recommend that staff amend Section 10.08.100 of the Lynden Municipal Code to allow on-street parking on Evergreen Street and to submit the proposed amendment to City Council for approval.</p>		
Recommended Action:		
That City Council approve Ordinance No. 23-1667 Amending Lynden Municipal Code Chapter 10.08.100 Parking and Loading and authorize the Mayor’s signature.		

ORDINANCE NO. 23-1667

AN ORDINANCE OF THE CITY OF LYNDEN, AMENDING LYNDEN MUNICIPAL CODE SECTION 10.08 PARKING AND LOADING

WHEREAS, Section 10.08 of the Lynden Municipal Code regulates parking and loading zone restrictions and allowances, including infractions for violations; and

WHEREAS, from time-to-time certain chapters of the Lynden Municipal Code need updating to provide clarification and to reflect minor changes needed in order to accurately reflect changes in parking needs; and

WHEREAS, Evergreen Street and Agronomy Way are both forty (40) foot wide public streets which currently meet City design standards for streets with on-street parking; and

WHEREAS, parking on these streets was formerly restricted due to conditions that no longer exist;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LYNDEN DOES ORDAIN AS FOLLOWS:

Section 1. Section 10.08.100 of the Lynden Municipal Code is hereby repealed and replaced as follows:

10.08.100 - Parking prohibited on certain streets.

- A. It is unlawful for any person to park any motor vehicle on any portion of Bradley Road within the city limits of Lynden.
- B. Any person violating this provision shall be deemed guilty of an infraction and shall be fined not less than five dollars and not more than two hundred fifty dollars.

(Ord. No. 1531, § 1, 5-15-2017; Ord. No. 1592, § 3, 9-3-2019)

Section 2 – Severability.

If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. 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 has been declared invalid or unconstitutional, then the original ordinance or ordinances shall be in full force and effect.

Section 3 – Effective Date.

This ordinance shall be in full force and effect from and after its passage by the City Council and approval by the Mayor, otherwise as provided by law, five (5) days after

the date of its publication.

PASSED BY THE CITY COUNCIL BY AN AFFIRMATIVE VOTE, ___ IN FAVOR ___
AGAINST AND SIGNED BY THE MAYOR THIS 20th DAY OF MARCH, 2023.

Scott Korthuis, Mayor

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

CITY OF LYNDEN

EXECUTIVE SUMMARY



Meeting Date:	March 20, 2023	
Name of Agenda Item:	Award Bid for Judson Street LID - 8 th Street	
Section of Agenda:	Consent	
Department:	Public Works	
Council Committee Review:	<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: _____
		Legal Review: <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required
Attachments:		
1) Certified Bid Tabulation 2) R&E letter - Recommendation to Award		
Summary Statement:		
<p>Staff recently solicited bids for the Judson Street LID - 8th Street Project. The project provides for the construction of approximately 360 feet of roadway along 8th Street, from Front Street south to Judson Street, and approximately 650 feet of adjacent alley, between 10th Street then easterly to 7th Street. Work includes the construction of pervious concrete sidewalks, roadway sections, and alleys, curb, gutter, and other pedestrian improvements. Low impact development stormwater improvements will be constructed along the project. Sanitary sewer and water main improvements are also included as part of the work. Six bids were received on March 2, 2023. Reichhardt and Ebe Engineering prepared the attached Bid Tabulation and a letter recommending award to the low bidder.</p> <p>The Public Works Committee at their March 8th meeting concurred to recommend award to DeKoster Excavating, Inc., the lowest responsive and responsible bidder, in the amount of \$905,104.54, including Washington State Sales Tax. The engineer’s estimate was \$985,075.42.</p> <p>This project will be principally funded with a grant and low interest (1.2%) loan from the Washington State Department of Ecology. Additional funding will be provided by the Sewer, Water, and Transportation Benefit District (TBD) Funds.</p>		
Recommended Action:		
That City Council award the contract for the Judson Street LID - 8 th Street to DeKoster Excavating, Inc. in the amount of \$905,104.54 including Washington State Sales Tax, and authorize the Mayor to sign the contract.		



423 Front Street
Lynden, WA 98264
Phone: (360) 354-3687

Called By:	City of Lynden	Bidder's Name Address	Engineer's Estimate	1	2	3	4	5	6	Average (Excluding Engineer's Estimate)	Standard Deviation (Excluding Engineer's Estimate)
For:	Judson Street Downtown LID Demonstration Phase I, 8th Street 300 4th Street Lynden, WA 98264 CERTIFIED TABULATION OF BIDS RECEIVED			DeKoster Excavating, Inc 8631 Depot Road Lynden, WA 98264	Tiger Construction LTD PO Box 368 Everson, WA 98247	Stremler Gravel, Inc PO Box 527 Lynden, WA 98264	Colaurcio Brothers, Inc. 3287 H Street Road Blaine, WA 98230	Premium Services, Inc. 3212 Mt Baker Highway Bellingham, WA 98226	Strider Constriction CO., Inc. 4721 Northwest Drive Bellingham, WA 98228		
By:	Luis Ponce, P.E.										
Date:	March 2, 2023										

Schedule A - Roadway and Storm																			
Item No.	Item Description	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount		
1	Mobilization	1	LS	\$ 55,000.00	\$ 55,000.00	\$62,547.50	\$ 62,547.50	\$ 20,000.00	\$ 20,000.00	\$68,000.00	\$ 68,000.00	\$66,000.00	\$ 66,000.00	\$100,000.00	\$ 100,000.00	\$75,000.00	\$ 75,000.00	\$65,257.92	\$ 23,684.09
2	SPCC Plan	1	LS	\$ 500.00	\$ 500.00	\$250.00	\$ 250.00	\$ 265.00	\$ 265.00	\$200.00	\$ 200.00	\$500.00	\$ 500.00	\$500.00	\$ 500.00	\$500.00	\$ 500.00	\$369.17	\$ 132.30
3	Temporary Trench Patch	650	SF	\$ 7.00	\$ 4,550.00	\$3.58	\$ 2,327.00	\$ 3.80	\$ 2,470.00	\$3.50	\$ 2,275.00	\$6.00	\$ 3,900.00	\$6.00	\$ 3,900.00	\$7.00	\$ 4,550.00	\$4.98	\$ 1.40
4	Project Temporary Traffic Control	1	LS	\$ 20,000.00	\$ 20,000.00	\$5,000.00	\$ 5,000.00	\$ 1,660.00	\$ 1,660.00	\$7,200.00	\$ 7,200.00	\$15,000.00	\$ 15,000.00	\$25,000.00	\$ 25,000.00	\$35,000.00	\$ 35,000.00	\$14,810.00	\$ 11,822.15
5	Clearing and Grubbing	1	LS	\$ 10,000.00	\$ 10,000.00	\$4,517.50	\$ 4,517.50	\$ 5,610.00	\$ 5,610.00	\$3,700.00	\$ 3,700.00	\$5,000.00	\$ 5,000.00	\$19,000.00	\$ 19,000.00	\$3,000.00	\$ 3,000.00	\$6,804.58	\$ 5,518.99
6	Removal of Structures and Obstructions	1	LS	\$ 10,000.00	\$ 10,000.00	\$9,139.50	\$ 9,139.50	\$ 10,900.00	\$ 10,900.00	\$17,300.00	\$ 17,300.00	\$21,000.00	\$ 21,000.00	\$19,000.00	\$ 19,000.00	\$12,500.00	\$ 12,500.00	\$14,973.25	\$ 4,372.09
7	Sawcut ACP	3,835	LF-IN	\$ 2.00	\$ 7,670.00	\$0.70	\$ 2,684.50	\$ 0.25	\$ 958.75	\$0.60	\$ 2,301.00	\$0.50	\$ 1,917.50	\$1.00	\$ 3,835.00	\$0.30	\$ 1,150.50	\$0.56	\$ 0.25
8	Sawcut PCC	135	LF-IN	\$ 3.00	\$ 405.00	\$10.00	\$ 1,350.00	\$ 0.65	\$ 87.75	\$5.60	\$ 756.00	\$2.00	\$ 270.00	\$1.00	\$ 135.00	\$1.00	\$ 135.00	\$3.38	\$ 3.40
9	Roadway Excavation Incl. Haul	650	CY	\$ 25.00	\$ 16,250.00	\$15.09	\$ 9,808.50	\$ 22.50	\$ 14,625.00	\$35.00	\$ 22,750.00	\$40.00	\$ 26,000.00	\$29.00	\$ 18,850.00	\$25.00	\$ 16,250.00	\$27.77	\$ 8.16
10	Gravel Borrow Incl. Haul	490	TON	\$ 35.00	\$ 17,150.00	\$22.74	\$ 11,142.60	\$ 24.00	\$ 11,760.00	\$30.25	\$ 14,822.50	\$16.00	\$ 7,840.00	\$50.00	\$ 24,500.00	\$30.00	\$ 14,700.00	\$28.83	\$ 10.62
11	Grade Existing Roadbed	1,540	SY	\$ 3.00	\$ 4,620.00	\$2.88	\$ 4,435.20	\$ 1.10	\$ 1,694.00	\$19.25	\$ 29,645.00	\$3.00	\$ 4,620.00	\$5.00	\$ 7,700.00	\$3.00	\$ 4,620.00	\$5.71	\$ 6.16
12	Water	15	M GAL.	\$ 125.00	\$ 1,875.00	\$211.33	\$ 3,169.95	\$ 51.00	\$ 765.00	\$111.00	\$ 1,665.00	\$80.00	\$ 1,200.00	\$50.00	\$ 750.00	\$65.00	\$ 975.00	\$94.72	\$ 56.09
13	Shoring or Extra Excavation Class B	875	SF	\$ 2.00	\$ 1,750.00	\$0.23	\$ 201.25	\$ 1.00	\$ 875.00	\$0.50	\$ 437.50	\$1.00	\$ 875.00	\$1.00	\$ 875.00	\$0.20	\$ 175.00	\$0.66	\$ 0.36
14	Crushed Surfacing Top Course	80	TON	\$ 85.00	\$ 6,800.00	\$66.07	\$ 5,285.60	\$ 59.00	\$ 4,720.00	\$95.50	\$ 7,640.00	\$40.00	\$ 3,200.00	\$100.00	\$ 8,000.00	\$95.00	\$ 7,600.00	\$75.93	\$ 22.36
15	Permeable Ballast	50	CY	\$ 40.00	\$ 2,000.00	\$104.97	\$ 5,248.50	\$ 90.00	\$ 4,500.00	\$79.00	\$ 3,950.00	\$89.00	\$ 4,450.00	\$100.00	\$ 5,000.00	\$90.00	\$ 4,500.00	\$92.16	\$ 8.35
16	HMA Cl. 1/2" PG 64-22	320	TON	\$ 170.00	\$ 54,400.00	\$147.00	\$ 47,040.00	\$ 150.00	\$ 48,000.00	\$143.00	\$ 45,760.00	\$160.00	\$ 51,200.00	\$170.00	\$ 54,400.00	\$160.00	\$ 51,200.00	\$155.00	\$ 9.20
17	Job Mix Compliance Price Adjustment	0	CALC	\$ -	\$ -	\$0.00	\$ -	\$ -	\$ -	\$0.00	\$ -	\$0.00	\$ -	\$0.00	\$ -	\$0.00	\$ -	\$0.00	\$ -
18	Compaction Price Adjustment	0	CALC	\$ -	\$ -	\$0.00	\$ -	\$ -	\$ -	\$0.00	\$ -	\$0.00	\$ -	\$0.00	\$ -	\$0.00	\$ -	\$0.00	\$ -
19	Self-Adhering Rubberized Asphalt Membrane	160	SY	\$ 20.00	\$ 3,200.00	\$21.00	\$ 3,360.00	\$ 22.00	\$ 3,520.00	\$20.50	\$ 3,280.00	\$22.00	\$ 3,520.00	\$26.00	\$ 4,160.00	\$22.00	\$ 3,520.00	\$22.25	\$ 1.77
20	Planing Bituminous Pavement Full Depth	624	SY	\$ 3.00	\$ 1,872.00	\$9.45	\$ 5,896.80	\$ 17.50	\$ 10,920.00	\$8.60	\$ 5,366.40	\$12.00	\$ 7,488.00	\$9.00	\$ 5,616.00	\$12.00	\$ 7,488.00	\$11.43	\$ 3.04
20A	Planing Bituminous Pavement	30	SY	\$ 25.00	\$ 750.00	\$9.45	\$ 283.50	\$ 55.50	\$ 1,665.00	\$17.00	\$ 510.00	\$100.00	\$ 3,000.00	\$9.00	\$ 270.00	\$8.00	\$ 240.00	\$33.16	\$ 34.17
21	Pervious Concrete Pavement - Pedestrian	300	SY	\$ 115.00	\$ 34,500.00	\$113.63	\$ 34,089.00	\$ 110.00	\$ 33,000.00	\$112.00	\$ 33,600.00	\$100.00	\$ 30,000.00	\$125.00	\$ 37,500.00	\$120.00	\$ 36,000.00	\$113.44	\$ 7.87
22	This Item Intentionally Left Blank	0		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	Infiltration Trench	1,350	SF	\$ 25.00	\$ 33,750.00	\$13.15	\$ 17,752.50	\$ 24.50	\$ 33,075.00	\$12.75	\$ 17,212.50	\$15.00	\$ 20,250.00	\$12.00	\$ 16,200.00	\$17.00	\$ 22,950.00	\$15.73	\$ 4.25
24	Underdrain Pipe 12 In. Diam.	100	LF	\$ 80.00	\$ 8,000.00	\$38.08	\$ 3,808.00	\$ 50.50	\$ 5,050.00	\$43.25	\$ 4,325.00	\$60.00	\$ 6,000.00	\$55.00	\$ 5,500.00	\$50.00	\$ 5,000.00	\$49.47	\$ 7.20
25	Water Quality Filter	4	EA	\$ 28,800.00	\$ 115,200.00	\$24,086.10	\$ 96,344.40	\$ 29,800.00	\$ 119,200.00	\$27,300.00	\$ 109,200.00	\$30,000.00	\$ 120,000.00	\$26,000.00	\$ 104,000.00	\$32,000.00	\$ 128,000.00	\$28,197.68	\$ 2,671.27
26	Solid Wall PVC Storm Sewer Pipe 8 In. Diam.	150	LF	\$ 80.00	\$ 12,000.00	\$60.00	\$ 9,000.00	\$ 58.50	\$ 8,775.00	\$90.00	\$ 13,500.00	\$64.00	\$ 9,600.00	\$45.00	\$ 6,750.00	\$40.00	\$ 6,000.00	\$59.58	\$ 16.03
27	Solid Wall PVC Storm Sewer Pipe 12 In. Diam.	180	LF	\$ 100.00	\$ 18,000.00	\$59.85	\$ 10,773.00	\$ 82.00	\$ 14,760.00	\$70.00	\$ 12,600.00	\$73.00	\$ 13,140.00	\$60.00	\$ 10,800.00	\$55.00	\$ 9,900.00	\$66.64	\$ 9.25
28	Catch Basin Type 1	2	EA	\$ 2,050.00	\$ 4,100.00	\$2,150.88	\$ 4,301.76	\$ 2,160.00	\$ 4,320.00	\$2,500.00	\$ 5,000.00	\$2,400.00	\$ 4,800.00	\$1,500.00	\$ 3,000.00	\$1,750.00	\$ 3,500.00	\$2,076.81	\$ 350.11
29	Catch Basin Type 2 48 In. Diam.	4	EA	\$ 4,000.00	\$ 16,000.00	\$4,286.94	\$ 17,147.76	\$ 3,810.00	\$ 15,240.00	\$3,600.00	\$ 14,400.00	\$3,800.00	\$ 15,200.00	\$3,500.00	\$ 14,000.00	\$6,000.00	\$ 24,000.00	\$4,166.16	\$ 856.62
30	Adjustments to Finished Grade	1	LS	\$ 5,000.00	\$ 5,000.00	\$6,294.00	\$ 6,294.00	\$ 3,290.00	\$ 3,290.00	\$1,300.00	\$ 1,300.00	\$3,000.00	\$ 3,000.00	\$2,500.00	\$ 2,500.00	\$5,000.00	\$ 5,000.00	\$3,564.00	\$ 1,641.44
31	Erosion Control and Water Pollution Prevention	1	LS	\$ 5,000.00	\$ 5,000.00	\$6,525.60	\$ 6,525.60	\$ 820.00	\$ 820.00	\$5,200.00	\$ 5,200.00	\$3,000.00	\$ 3,000.00	\$1,000.00	\$ 1,000.00	\$3,500.00	\$ 3,500.00	\$3,340.93	\$ 2,064.58
32	Topsoil Type A	775	SY	\$ 15.00	\$ 11,625.00	\$12.38	\$ 9,594.50	\$ 14.00	\$ 10,850.00	\$23.75	\$ 18,406.25	\$14.50	\$ 11,237.50	\$23.00	\$ 17,825.00	\$15.00	\$ 11,625.00	\$17.11	\$ 4.51
33	Street Tree Cercidiphyllum Japonicum, Katsura Tree	4	EA	\$ 800.00	\$ 3,200.00	\$1,118.45	\$ 4,473.80	\$ 1,110.00	\$ 4,440.00	\$1,000.00	\$ 4,000.00	\$1,150.00	\$ 4,600.00	\$1,200.00	\$ 4,800.00	\$1,100.00	\$ 4,400.00	\$1,113.08	\$ 60.44
34	Street Tree Ginkgo Biloba 'Autumn Gold' TM, Autumn	1	EA	\$ 825.00	\$ 825.00	\$1,545.95	\$ 1,545.95	\$ 1,200.00	\$ 1,200.00	\$1,100.00	\$ 1,100.00	\$1,200.00	\$ 1,200.00	\$1,000.00	\$ 1,000.00	\$1,100.00	\$ 1,100.00	\$1,190.99	\$ 172.82
35	Sod Installation	775	SY	\$ 25.00	\$ 19,375.00	\$21.67	\$ 16,794.25	\$ 19.00	\$ 14,725.00	\$17.75	\$ 13,756.25	\$20.00	\$ 15,500.00	\$14.00	\$ 10,850.00	\$18.00	\$ 13,950.00	\$18.40	\$ 2.36
36	Landscape Restoration	1	EST	\$ 15,000.00	\$ 15,000.00	\$15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$15,000.00	\$ 15,000.00	\$15,000.00	\$ 15,000.00	\$15,000.00	\$ 15,000.00	\$15,000.00	\$ 15,000.00	\$15,000.00	\$ -
37	Cement Conc. Traffic Curb and Gutter	815	LF	\$ 40.00	\$ 32,600.00	\$39.79	\$ 32,428.85	\$ 43.50	\$ 35,452.50	\$41.50	\$ 33,822.50	\$45.50	\$ 37,082.50	\$45.00	\$ 36,675.00	\$45.00	\$ 36,675.00	\$43.38	\$ 2.09
38	Cement Conc. Driveway Entrance Type 1	94	SY	\$ 80.00	\$ 7,520.00	\$97.20	\$ 9,136.80	\$ 92.50	\$ 8,695.00	\$113.00	\$ 10,622.00	\$110.00	\$ 10,340.00	\$100.00	\$ 9,400.00	\$85.00	\$ 7,990.00	\$99.62	\$ 9.64
39	Access Point Driveway	99	SY	\$ 85.00	\$ 8,415.00	\$115.94	\$ 11,478.06	\$ 92.50	\$ 9,157.50	\$113.00	\$ 11,187.00	\$96.00	\$ 9,504.00	\$100.00	\$ 9,900.00	\$90.00	\$ 8,910.00	\$101.24	\$ 9.88
40	Recessed Pavement Marker	0	HUN	\$ 15,000.00	\$ 1,200.00	\$63,000.00	\$ 5,040.00	\$ 65,300.00	\$ 5,224.00	\$61,200.00	\$ 4,896.00	\$56,000.00	\$ 4,480.00	\$60,000.00	\$ 4,800.00	\$10,000.00	\$ 800.00	\$52,583.33	\$ 19,254.82
41	Cement Conc. Curb Ramp Type Parallel A	1	EA	\$ 3,250.00	\$ 3,250.00	\$2,962.00	\$ 2,962.00	\$ 2,820.00	\$ 2,820.00	\$3,000.00	\$ 3,000.00	\$3,200.00	\$ 3,200.00	\$3,600.00	\$ 3,600.00	\$2,800.00	\$ 2,800.00	\$3,063.67	\$ 273.72
42	Cement Conc. Curb Ramp Type Perpendicular B	6	EA	\$ 2,250.00	\$ 13,500.00	\$2,437.00	\$ 14,622.00	\$ 2,280.00	\$ 13,680.00	\$2,400.00	\$ 14,400.00	\$2,700.00	\$ 16,200.00	\$3,000.00	\$ 18,000.00	\$2,400.00	\$ 14,400.00	\$2,536.17	\$ 243.08
43	Permanent Signing	1	LS	\$ 2,000.00	\$ 2,000.00	\$527.00	\$ 527.00	\$ 550.00	\$ 550.00	\$1,700.00	\$ 1,700.00	\$1,000.00	\$ 1,000.00	\$500.00	\$ 500.00	\$1,600.00	\$ 1,600.00	\$979.50	\$ 503.94
44	Paint Line	865	LF	\$ 1.00	\$ 865.00	\$1.26	\$ 1,089.90	\$ 1.30	\$ 1,124.50	\$1.20	\$ 1,038.00	\$2.20	\$ 1,903.00	\$1.25	\$ 1,081.25	\$1.00	\$ 865.00	\$1.37	\$ 0.38
45	Plastic Stop Line	22	LF	\$ 25.00	\$ 550.00	\$21.00	\$ 462.00	\$ 22.00	\$ 484.00	\$20.50	\$ 451.00	\$22.50	\$ 495.00	\$20.00	\$ 440.00	\$23.00	\$ 506.00	\$21.50	\$ 1.08
46	Plastic Crosswalk Line	160	SF	\$ 12.00	\$ 1,920.00	\$12.60	\$ 2,016.00	\$ 13.00	\$ 2,080.00	\$12.25	\$ 1,960.00	\$17.00	\$ 2,720.00	\$12.00	\$ 1,920.00	\$6.00	\$ 960.00	\$12.14	\$ 3.22
47	Painted Yellow Curb	200	LF	\$ 5.00	\$ 1,000.00	\$2.63	\$ 526.00	\$ 2.70	\$ 540.00	\$2.60	\$ 520.00	\$5.00	\$ 1,000.00	\$2.50	\$ 500.00	\$6.00	\$ 1,200.00	\$3.57	\$ 1.39
48	Pothole Existing Underground Utility	10	EA	\$ 500.00	\$ 5,000.00	\$438.38	\$ 4,383.80	\$ 520.00	\$ 5,200.00	\$490.00	\$ 4,900.00	\$500.00	\$ 5,000.00	\$600.00	\$ 6,000.00	\$350.00	\$ 3,500.00	\$483.06	\$ 76.46
49	Repair Existing Public and Private Facilities	1	EST	\$ 12,500.00	\$ 12,500.00	\$													

Schedule B - Water																				
Item No.	Item Description	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount			
50	Mobilization	1	LS	\$ 5,000.00	\$ 5,000.00	\$825.00	\$ 825.00	\$ 1,069.50	\$ 1,069.50	\$500.00	\$ 500.00	\$6,000.00	\$ 6,000.00	\$1,000.00	\$ 1,000.00	\$11,500.00	\$ 11,500.00	\$3,482.42	\$ 4,053.01	
51	Temporary Trench Patch	35	SF	\$ 7.00	\$ 245.00	\$22.31	\$ 780.85	\$ 3.70	\$ 129.50	\$3.50	\$ 122.50	\$17.00	\$ 595.00	\$20.00	\$ 700.00	\$9.00	\$ 315.00	\$12.59	\$ 7.57	
52	Project Temporary Traffic Control	1	LS	\$ 500.00	\$ 500.00	\$250.00	\$ 250.00	\$ 415.00	\$ 415.00	\$50.00	\$ 50.00	\$1,500.00	\$ 1,500.00	\$1,200.00	\$ 1,200.00	\$7,500.00	\$ 7,500.00	\$1,819.17	\$ 2,592.33	
53	Clearing and Grubbing	1	LS	\$ 250.00	\$ 250.00	\$63.00	\$ 63.00	\$ 110.00	\$ 110.00	\$100.00	\$ 100.00	\$500.00	\$ 500.00	\$1,000.00	\$ 1,000.00	\$1,000.00	\$ 1,000.00	\$462.17	\$ 407.12	
54	Sawcut ACP	24	LF-IN	\$ 2.00	\$ 48.00	\$10.00	\$ 240.00	\$ 0.25	\$ 6.00	\$3.10	\$ 74.40	\$1.00	\$ 24.00	\$1.00	\$ 24.00	\$1.00	\$ 24.00	\$2.73	\$ 3.37	
55	Pervious Concrete Pavement - Pedestrian	43	SY	\$ 140.00	\$ 6,020.00	\$207.26	\$ 8,912.18	\$ 190.00	\$ 8,170.00	\$189.00	\$ 8,127.00	\$204.00	\$ 8,772.00	\$200.00	\$ 8,600.00	\$200.00	\$ 8,600.00	\$198.38	\$ 6.76	
56	Service Connection 1 In. Diam.	2	EA	\$ 2,000.00	\$ 4,000.00	\$2,711.63	\$ 5,423.26	\$ 2,800.00	\$ 5,600.00	\$2,500.00	\$ 5,000.00	\$2,600.00	\$ 5,200.00	\$2,500.00	\$ 5,000.00	\$3,200.00	\$ 6,400.00	\$2,718.61	\$ 240.85	
57	Erosion Control and Water Pollution Prevention	1	LS	\$ 125.00	\$ 125.00	\$100.00	\$ 100.00	\$ 605.00	\$ 605.00	\$100.00	\$ 100.00	\$300.00	\$ 300.00	\$500.00	\$ 500.00	\$1,000.00	\$ 1,000.00	\$434.17	\$ 314.91	
58	Pothole Existing Underground Utility	1	EA	\$ 500.00	\$ 500.00	\$377.00	\$ 377.00	\$ 520.00	\$ 520.00	\$490.00	\$ 490.00	\$5,500.00	\$ 5,500.00	\$600.00	\$ 600.00	\$350.00	\$ 350.00	\$1,306.17	\$ 1,877.44	
59	Repair Existing Public and Private Facilities	1	EST	\$ 375.00	\$ 375.00	\$375.00	\$ 375.00	\$ 375.00	\$ 375.00	\$375.00	\$ 375.00	\$375.00	\$ 375.00	\$375.00	\$ 375.00	\$375.00	\$ 375.00	\$375.00	\$ -	
Subtotal Schedule B					\$ 17,063.00		\$ 17,346.29		\$ 17,000.00		\$ 14,938.90		\$ 28,766.00		\$ 18,999.00		\$ 37,064.00			
Sales Tax Schedule B				8.80%	\$ 1,501.54		\$ 1,526.47		\$ 1,496.00		\$ 1,314.62		\$ 2,531.41		\$ 1,671.91		\$ 3,261.63			
Total Schedule B					\$ 18,564.54		\$ 18,872.76		\$ 18,496.00		\$ 16,253.52		\$ 31,297.41		\$ 20,670.91		\$ 40,325.63			

Schedule C - Sewer																				
Item No.	Item Description	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount			
60	Mobilization	1	LS	\$ 30,000.00	\$ 30,000.00	\$5,675.00	\$ 5,675.00	\$ 20,000.00	\$ 20,000.00	\$1,000.00	\$ 1,000.00	\$30,000.00	\$ 30,000.00	\$1,000.00	\$ 1,000.00	\$55,000.00	\$ 55,000.00	\$11,535.00	\$ 11,566.54	
61	Temporary Trench Patch	656	SF	\$ 7.00	\$ 4,592.00	\$3.54	\$ 2,322.24	\$ 3.70	\$ 2,427.20	\$3.50	\$ 2,296.00	\$6.00	\$ 3,936.00	\$6.00	\$ 3,936.00	\$8.00	\$ 5,248.00	\$4.55	\$ 1.19	
62	Project Temporary Traffic Control	1	LS	\$ 9,500.00	\$ 9,500.00	\$3,000.00	\$ 3,000.00	\$ 830.00	\$ 830.00	\$100.00	\$ 100.00	\$10,000.00	\$ 10,000.00	\$1,400.00	\$ 1,400.00	\$20,000.00	\$ 20,000.00	\$3,066.00	\$ 3,596.03	
63	Clearing and Grubbing	1	LS	\$ 4,750.00	\$ 4,750.00	\$3,402.00	\$ 3,402.00	\$ 110.00	\$ 110.00	\$100.00	\$ 100.00	\$3,000.00	\$ 3,000.00	\$2,500.00	\$ 2,500.00	\$1,500.00	\$ 1,500.00	\$1,822.40	\$ 1,431.08	
64	Removal of Structures and Obstructions	1	LS	\$ 5,000.00	\$ 5,000.00	\$9,831.00	\$ 9,831.00	\$ 3,400.00	\$ 3,400.00	\$14,700.00	\$ 14,700.00	\$3,300.00	\$ 3,300.00	\$3,500.00	\$ 3,500.00	\$5,500.00	\$ 5,500.00	\$6,946.20	\$ 4,608.47	
65	Sawcut ACP	456	LF-IN	\$ 2.00	\$ 912.00	\$3.21	\$ 1,463.76	\$ 0.25	\$ 114.00	\$1.40	\$ 638.40	\$1.00	\$ 456.00	\$1.00	\$ 456.00	\$0.30	\$ 136.80	\$1.37	\$ 0.99	
66	Roadway Excavation Incl. Haul	520	CY	\$ 25.00	\$ 13,000.00	\$16.39	\$ 8,522.80	\$ 23.50	\$ 12,220.00	\$45.75	\$ 23,790.00	\$60.00	\$ 31,200.00	\$35.00	\$ 18,200.00	\$24.00	\$ 12,480.00	\$36.13	\$ 15.57	
66A	Gravel Borrow Incl. Haul	32	TON	\$ 45.00	\$ 1,440.00	\$52.24	\$ 1,671.68	\$ 14.00	\$ 448.00	\$80.00	\$ 2,560.00	\$28.00	\$ 896.00	\$50.00	\$ 1,600.00	\$40.00	\$ 1,280.00	\$44.85	\$ 22.59	
67	Shoring or Extra Excavation Class B	6,350	SF	\$ 2.00	\$ 12,700.00	\$0.53	\$ 3,365.50	\$ 0.11	\$ 698.50	\$1.70	\$ 10,795.00	\$1.00	\$ 6,350.00	\$1.00	\$ 6,350.00	\$0.50	\$ 3,175.00	\$0.87	\$ 0.53	
68	Crushed Surfacing Top Course	20	TON	\$ 85.00	\$ 1,700.00	\$274.85	\$ 5,497.00	\$ 57.00	\$ 1,140.00	\$112.00	\$ 2,240.00	\$60.00	\$ 1,200.00	\$100.00	\$ 2,000.00	\$50.00	\$ 1,000.00	\$120.77	\$ 80.01	
68A	Permeable Ballast	300	CY	\$ 40.00	\$ 12,000.00	\$48.39	\$ 14,517.00	\$ 68.00	\$ 20,400.00	\$109.00	\$ 32,700.00	\$75.00	\$ 22,500.00	\$60.00	\$ 18,000.00	\$65.00	\$ 19,500.00	\$72.08	\$ 20.47	
68B	HMA Cl. 1/2" PG 64-22	25	TON	\$ 170.00	\$ 4,250.00	\$210.00	\$ 5,250.00	\$ 220.00	\$ 5,500.00	\$204.00	\$ 5,100.00	\$240.00	\$ 6,000.00	\$300.00	\$ 7,500.00	\$220.00	\$ 5,500.00	\$234.80	\$ 34.82	
69	Pervious Concrete Pavement - Vehicular	870	SY	\$ 140.00	\$ 121,800.00	\$113.76	\$ 98,971.20	\$ 115.00	\$ 100,050.00	\$114.00	\$ 99,180.00	\$120.00	\$ 104,400.00	\$110.00	\$ 95,700.00	\$120.00	\$ 104,400.00	\$114.55	\$ 3.21	
70	Manhole 48 In. Diam. Type 1	2	EA	\$ 4,000.00	\$ 8,000.00	\$9,838.17	\$ 19,676.34	\$ 6,650.00	\$ 13,300.00	\$12,200.00	\$ 24,400.00	\$7,500.00	\$ 15,000.00	\$6,600.00	\$ 13,200.00	\$20,000.00	\$ 40,000.00	\$8,557.63	\$ 2,167.79	
71	PVC Sanitary Sewer Pipe 6 In. Diam.	100	LF	\$ 90.00	\$ 9,000.00	\$162.06	\$ 16,206.00	\$ 120.00	\$ 12,000.00	\$181.00	\$ 18,100.00	\$66.00	\$ 6,600.00	\$225.00	\$ 22,500.00	\$200.00	\$ 20,000.00	\$150.81	\$ 54.19	
72	PVC Sanitary Sewer Pipe 15 In. Diam.	620	LF	\$ 95.00	\$ 58,900.00	\$158.07	\$ 98,003.40	\$ 215.00	\$ 133,300.00	\$232.00	\$ 143,840.00	\$220.00	\$ 136,400.00	\$325.00	\$ 201,500.00	\$225.00	\$ 139,500.00	\$230.01	\$ 53.90	
73	Sewer Cleanout	10	EA	\$ 800.00	\$ 8,000.00	\$685.84	\$ 6,858.40	\$ 455.00	\$ 4,550.00	\$1,900.00	\$ 19,000.00	\$1,400.00	\$ 14,000.00	\$1,200.00	\$ 12,000.00	\$1,700.00	\$ 17,000.00	\$1,128.17	\$ 514.51	
74	Erosion Control and Water Pollution Prevention	1	LS	\$ 2,375.00	\$ 2,375.00	\$720.15	\$ 720.15	\$ 605.00	\$ 605.00	\$100.00	\$ 100.00	\$3,000.00	\$ 3,000.00	\$500.00	\$ 500.00	\$2,500.00	\$ 2,500.00	\$985.03	\$ 1,028.90	
75	Landscape Restoration	1	EST	\$ 7,000.00	\$ 7,000.00	\$7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$7,000.00	\$ 7,000.00	\$7,000.00	\$ 7,000.00	\$7,000.00	\$ 7,000.00	\$7,000.00	\$ 7,000.00	\$7,000.00	\$ -	
76	Pothole Existing Underground Utility	10	EA	\$ 500.00	\$ 5,000.00	\$438.38	\$ 4,383.80	\$ 520.00	\$ 5,200.00	\$800.00	\$ 8,000.00	\$500.00	\$ 5,000.00	\$600.00	\$ 6,000.00	\$350.00	\$ 3,500.00	\$571.68	\$ 125.31	
77	Repair Existing Public and Private Facilities	1	EST	\$ 7,125.00	\$ 7,125.00	\$7,125.00	\$ 7,125.00	\$ 7,125.00	\$ 7,125.00	\$7,125.00	\$ 7,125.00	\$7,125.00	\$ 7,125.00	\$7,125.00	\$ 7,125.00	\$7,125.00	\$ 7,125.00	\$7,125.00	\$ -	
Sub-Total Schedule C					\$ 327,044.00		\$ 323,462.27		\$ 350,417.70		\$ 422,764.40		\$ 417,363.00		\$ 431,967.00		\$ 471,344.80			
Sales Tax Schedule C				8.80%	\$ 28,779.87		\$ 28,464.68		\$ 30,836.76		\$ 37,203.27		\$ 36,727.94		\$ 38,013.10		\$ 41,478.34			
Total Schedule C					\$ 355,823.87		\$ 351,926.95		\$ 381,254.46		\$ 459,967.67		\$ 454,090.94		\$ 469,980.10		\$ 512,823.14			

Total Schedule A, B, C Including Sales Tax					\$ 985,075.42		\$ 905,104.54		\$ 925,998.46		\$ 1,083,376.09		\$ 1,090,320.85		\$ 1,148,183.26		\$ 1,178,883.27		
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March 7, 2023

City of Lynden
300 4th Street
Lynden, WA 98264

Attn: Mark Sandal
Programs Manager

Re: Judson Street Downtown LID Demonstration Project – Phase I, 8th Street
Recommendation to Award

Recommendation to Award

Dear Mark,

We have reviewed all construction bid proposals for the above referenced project. DeKoster Excavating, Inc. provided the lowest responsive bid for Schedules A, B, and C at \$905,104.54

The Certified Tabulation of Bids Received and the Bidder's Checklist are attached for your information and review.

We recommend that you award the contract to DeKoster Excavating, Inc. subject to the following:

1. Required project funds are available.

Sincerely,

A handwritten signature in blue ink that reads 'Luis Ponce'.

Luis Ponce, P.E.
Reichhardt & Ebe Engineering, Inc.

CITY OF LYNDEN

EXECUTIVE SUMMARY - FINANCE



Meeting Date:	March 20, 2023	
Name of Agenda Item:	2024 Budget Calendar	
Section of Agenda:	Consent	
Department:	Finance	
Council Committee Review:	<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: _____
	Legal Review: <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required	
Attachments:		
Proposed 2024 Budget Calendar		
Summary Statement:		
<p>As required by RCW, there are several budget preparation deadlines as the City moves forward in preparing its year 2024 Budget. Attached is the proposed 2024 budget calendar for Council approval.</p> <p>These dates are for final review and approval of the full Council. Upon approval this calendar will be distributed as presentation dates to the satellite agencies, as well as to City departments.</p> <p>This calendar was reviewed earlier by the Finance Committee at their March 20th meeting and approved for review by the full Council.</p>		
Recommended Action:		
The City Council approve the 2024 Budget Calendar as presented.		

2023 Date Requirements

Steps in Budget Preparation

Tuesday, August 1	Meeting with Department Leaders to launch 2024 budget process. Satellite Agencies requested to prepare estimates of revenues/expenditures. Six-year capital plans distributed to Dept. Heads.
Friday, August 18	Estimates of revenues/expenditures, initiatives and six-year capital plans due to Finance Dept.
August 23 - 30	Mayor reviews and approves initiatives.
Friday, September 1	Mayors approved initiatives communicated to Departments and Satellites.
Thursday, September 21**	Final budget to be filed with Finance Director.
Friday, September 29**	Final budget presented to Mayor/City Administrator.
Monday, October 2**	Mayor provides the City Council with current information and estimates of revenues from all sources, as adopted in the budget for 2023.
Monday, October 16**	Mayor presents 2024 budget message to Council, and provides the Council with the proposed preliminary budget for 2024.
Wednesdays, October 25 and November 1**	Finance completes public notice of filing of preliminary budget and notice of public hearing on preliminary budget.
Monday, Nov 6 – 7:00 PM**	Preliminary budget hearing for public; Set Public Hearing for 2024 property tax levy.
Wednesday Nov 8 & Nov 15**	Public notice of hearing setting property tax levy.
Monday, November 20***	Setting property tax levy.
Wednesday, Nov 22 & Nov 29**	Public notice of final hearing for proposed 2024 budget.
Monday, December 4 – 7:00 PM**	Final public hearing on proposed 2024 budget.
Monday, Dec 4– Monday, Dec 18**	Adoption of 2024 budget by City Council.

** Required by RCW, ***Property Tax Levy must be completed prior to November 30, 2023.

CITY OF LYNDEN



EXECUTIVE SUMMARY – City Council

Meeting Date:	March 20, 2023	
Name of Agenda Item:	2022 Transportation Benefit District (TBD) Annual Report	
Section of Agenda:	Consent	
Department:	Public Works	
<u>Council Committee Review:</u>	<input type="checkbox"/> Community Development <input checked="" type="checkbox"/> Finance <input type="checkbox"/> Parks <input type="checkbox"/> Public Safety <input checked="" type="checkbox"/> Public Works <input type="checkbox"/> Other: _____	<u>Legal Review:</u> <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required
Attachments:	TBD Annual Report	
Summary Statement:	<p>The Transportation Benefit District (TBD) 2022 annual report is being provided to comply with RCW 36.73.160(2) which states that the “district shall issue an annual report, indicating the status of transportation improvement costs, transportation improvement expenditures, revenues, and construction schedules, to the public and to newspapers of record in the district.” The attached report provides information on 2022 planned and actual revenues and expenditures. It also discusses major actions affecting the Lynden TBD including the planned expenditures for 2023.</p> <p>The Public Works Committee reviewed the 2022 TBD annual report at their meeting on March 8, 2023, and concurred to recommend forwarding the report to City Council for review. The Finance Committee reviewed prior to tonight’s City Council meeting.</p>	
Recommended Action:	This item is for information only.	



CITY OF LYNDEN

Transportation Benefit District 2022 SUMMARY REPORT

The Transportation Benefit District (TBD) 2022 annual report is being provided to comply with RCW 36.73.160(2) which states that the “district shall issue an annual report, indicating the status of transportation improvement costs, transportation improvement expenditures, revenues, and construction schedules, to the public and to newspapers of record in the district.” The intent of this report is to provide information on 2022 planned and actual revenues and expenditures. It also discusses major actions affecting the Lynden TBD.

2022 was the tenth and final year of the original voter-approved TBD sales tax. On June 20, 2022, the City Council as the Board of the Lynden TBD, adopted Resolution No. 1049 concerning a sales and use tax to fund certain transportation improvements. This proposition would renew the authorization of a sales and use tax of two tenths of one percent (0.002) to be collected from all taxable retail sales within the TBD in accordance with RCW 82.14.0455 for a term of ten years, or until such District is dissolved, whichever is earlier, for the purpose of paying or financing costs of necessary transportation improvement projects listed and identified in the City of Lynden Six-Year Transportation Improvement Plan.

This proposition came before the voters at the November General Election and was passed by the voter by a vote of 4,498 to 3,050. The renewed tax takes effect in 2023.

2022 Revenue

The 2022 Budget projected planned TBD Revenue of \$700,000. Lynden’s retail sales tax revenues in 2022 exceed budget by 12.4% as shown in the following table:

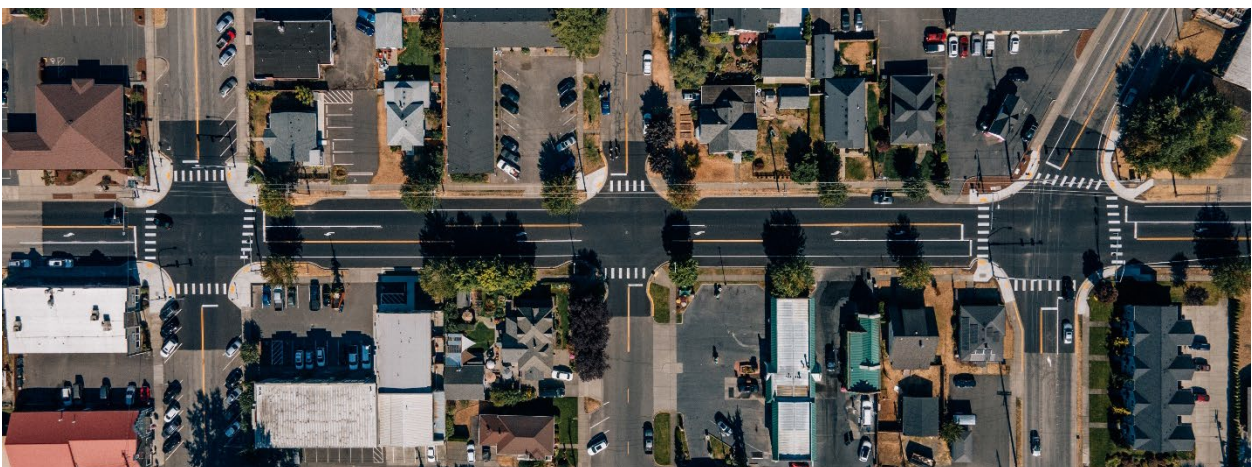
2022 Monthly Sale Tax Revenue			
January	\$ 63,193.79	July	\$ 76,825.33
February	72,775.64	August	80,371.77
March	59,712.17	September	76,052.59
April	59,410.35	October	82,651.41
May	74,626.95	November	78,625.08
June	73,691.77	December	79,642.23
2022 Total Tax Revenue			\$ 877,579.08

2022 TBD Planned & Actual Expenses

Project	Budgeted Expenses	Total Project Estimate	Actual Expenditures
1. South Park Waterline & Overlay	\$ 483,000.00	\$ 1,727,500.00	\$ 0
2. Cedar Drive Sewer & Overlay – Design Only	14,000.00	120,000.00	0
3. East Front Street Settlement	510,000.00	560,000.00	0
4. Judson LID Phase I – 8 th Street	47,528.00	1,061,000.00	0
5. Grover Street (3 rd to Lawrence)	566,250.00	976,250.00	246,544.41
6. CERB Loan Repayment Fund 5 th Street (Fund 241)	32,622.00		32,621.72
7. Other Miscellaneous Expenses (Insurance, Audit Fees)	232,600.00		0
Totals	\$ 1,886,000.00		\$ 279,166.13

Comments on 2023 Budget Execution:

1. South Park received grant and loan funding from the Whatcom EDI Program. TBD funds were no longer required.
2. Cedar Drive was delayed due to the extent of utility improvements identified during field investigation and design. There are also some right-of-way issues that will need to be resolved. This project is expected to begin in 2023 but may extend in to 2024.
3. East Front construction was awarded late in the year to DeKoster Excavation and will begin construction in 2023.
4. 8th Street Judson LID Phase 1, was delayed working through the Ecology grant process and will be completed in 2023.
5. Grover Street also received grant funding from the Whatcom EDI Program, reducing the amount of TBD funds needed. This project was completed in 2023.
6. The annual CERB loan repayment was made.



Grover Street – 3rd to Lawrence

2022 TBD Beginning and Ending Fund Balance

	Totals
Beginning Fund Balance	\$ 840,035.90
2022 Expenses	279,166.13
2022 Tax Revenue	877,579.08
Interest Income	\$6,637.70
Ending Fund Balance	\$ 1,445,086.55

Budgeted 2023 Revenue

Budgeted revenue for 2023 is \$750,000.

Budgeted 2023 Project Expenditures

The Lynden City Council passed the 2023 Budget at their regular meeting on December 5, 2022. The 2023 Transportation Benefit District budget includes the following projects:

Project	TBD Funds
W Main & Berthusen Roundabout	\$ 90,000
South Park Overlay	300,000
W. Front Street Emergency Culvert Replacement (Duffner)	164,125
Main Street & 3 rd Street Intersection Rehabilitation	330,000
Cedar Driver Overlay	402,500
E Front Street Settlement Repair	230,000
Judson LID Phase I – 8th Street (Construction)	70,000
Judson LID Phase II – 9th Street (Design)	20,000
Total Planned 2023 Project Expenditures	\$ 1,606,625

If you have any questions or comments regarding this report, please contact Steve Banham, Public Works Director, at (360) 354-3446 or by email at banhams@lyndenwa.org.

CITY OF LYNDEN

EXECUTIVE SUMMARY – City Council



Meeting Date:	March 20, 2023	
Name of Agenda Item:	Lynden Municipal Airport Advisory Board Term Appointment – Tom Martin	
Section of Agenda:	New Business	
Department:	Public Works	
Council Committee Review:	<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: _____	Legal Review: <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required
Attachments:	Tom Martin Aviation Experience Summary	
Summary Statement:	<p>On February 21, 2023, Bob Weeks resigned from the Lynden Airport Advisory Board. Tom Martin has asked to join the Board and agreed to fill the remaining term of Bob Weeks position, which expires December 31, 2025.</p> <p>According to Lynden Municipal Code Chapter 2.54.010, the board members shall be appointed by the Mayor with the approval of City Council, each to serve a three-year term. The Airport Board members operate in an advisory capacity to the Lynden City Council to make recommendations concerning the adoption of rules, regulations or policies for the management, operation and use of the airport, and the highways, roads, streets and territories adjacent to the airport.</p> <p>The Mayor and the Public Works Committee reviewed the proposed appointment of Martin at their March 8, 2023 meeting and concurred to forward the request to City Council for approval.</p>	
Recommended Action:	That City Council confirm the Mayor’s appointment of Tom Martin to the Lynden Municipal Airport Advisory Board for the term, ending December 31, 2025..	

THOMAS J. MARTIN, RRT
1513 Clematis Ct., Lynden, WA 98264
tmartinrrt@gmail.com | (360) 224-9259

February 28, 2023

Dear Sir/Madam,

Please accept my interest in the open Lynden Airport Advisory Board position. The following is a bulleted list summarizing my background and experience in aviation.

- 1990 – Private Pilot’s License (SEL)
- 1990 – Member, Experimental Aircraft Association (EAA)
- 1990 – Member, Aircraft Owners & Pilots Association (AOPA)
- 1990 – 1995, Volunteer, Barnes Municipal Airport, Westfield, MA
- 1992 – 2002, Docent, New England Air Museum, Windsor Lockes, CT
- 1995 – 2002, Volunteer, Northampton Airport, Northampton, MA
- 2002 – 2005, Volunteer, White Waltham Airfield, Maidenhead, UK
- 2005 – 2012, Volunteer, Northampton Airport, Northampton, MA
- 2015 – 2020, Board Member, Chuckanut Flying Club, Bellingham, WA
- 2020 – Present, Aircraft Owner, Cessna 172M Skyhawk (N12768)
- 2021 – Present, Leadership Team, Disaster Airlift Response Team (DART)
- 2021 – Present, “Ginger The Plane” YouTube Channel about PNW flying
- 2022 – Present, Attendee at monthly Airport Advisory Board meetings
- 2022 – Present, Lynden Municipal/Jansen Field airport homeowner

In addition to the above, I have also been actively involved in several HOA’s in various Board member positions, including; President (3x), Treasurer (2x), Secretary (2x) and Board member. I have held multiple leadership positions throughout my professional career as well.

This position aligns very well with my background and experience. I welcome this opportunity to contribute to the future health and prosperity of Lynden. Thank you for your consideration.

Genuinely,



Tom Martin, RRT

CITY OF LYNDEN



EXECUTIVE SUMMARY – City Council

Meeting Date:	March 20, 2023	
Name of Agenda Item:	Stormwater Management Action Plan	
Section of Agenda:	New Business	
Department:	Public Works	
<u>Council Committee Review:</u>	<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: _____
<u>Legal Review:</u>	<input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required	
Attachments:	Stormwater Management Action Plan	
Summary Statement:	<p>The City is required to develop a Stormwater Management Action Plan (SMAP) as a requirement of the City’s Stormwater Permit with Ecology. The City was divided into different stormwater basins following establish policy, and the basins were ranked based on needed improvements. The Central District Basin has been identified as an area with the most needed improvements. Within that basin the City identifies the work that has been done in the recent past and identified both short- and long-term future projects that would be accomplished to improve water quality. Within this basin are the three Judson Area Stormwater Low Impact Design projects that have had good success at receiving grants for construction.</p> <p>The City is required to have a public hearing to allow the public to provide comments on the Stormwater Management Action Plan.</p> <p>The Public Works Committee reviewed the draft Stormwater Management Action Plan at their meeting on March 8, 2023, and concurred to recommend that City Council set a Public Hearing Date of April 3, 2023.</p>	
Recommended Action:	That City Council set a Public Hearing for April 3, 2023, to hear public comments on the City’s Stormwater Management Action Plan.	

CITY OF LYNDEN

STORMWATER MANAGEMENT ACTION PLAN

CENTRAL BUSINESS DISTRICT

SUB-BASIN # 9



*CITY OF LYNDEN
300 4TH STREET
LYNDEN, WASHINGTON 98264
PHONE (360) 354-3446
MARCH, 2023*

REVIEWED AND ACCEPTED

Director of Public Works

Prepared by: Welch Ecological Services, LLC

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1 INTRODUCTION

The City of Lynden (City) has developed a Stormwater Management Program (SWMP) to meet the terms and conditions of its Western Washington Phase II Municipal Stormwater Permit (Permit) under the National Pollutant Discharge Elimination System (NPDES). This permit is required because the City of Lynden has been designated by the Environmental Protection Agency and the Washington State Department of Ecology as one of thousands of municipalities in the United States requiring a special stormwater permit. These permits were deemed necessary because stormwater runoff from streets, parking lots, construction sites, industrial properties, and residential areas is now recognized as one of the leading sources of pollution to our streams, lakes, wetlands, the Nooksack River and Puget Sound.

As part of this stormwater permit, stormwater planning elements are required (per permit section S5.C.1.d). This report documents the development of a Stormwater Management Action Plan or SMAP. A Stormwater Management Action Plan requires a planning approach that emphasizes protection of designated uses and improvements to receiving water quality and habitat under both existing and anticipated future developed conditions. The focus of a SMAP is addressing impacts from the cumulative development in a watershed rather than on single site or subdivision impacts. The plan will prioritize projects and activities to reduce harmful effects of stormwater runoff to waters of the State.

The goal of a SMAP is to help answer these two important questions:

- 1) How can we most strategically address existing stormwater problems?
- 2) How can we meet our future population and density targets while also protecting and improving conditions in receiving waters?

1.1 BACKGROUND ON THE STORMWATER MANAGEMENT ACTION PLAN PROCESS

The first step in the development of a Stormwater Management Action Plan (SMAP) was to conduct a Receiving Water Conditions Assessment (S5.C.1.d.i) to characterize the sub-basins within the City limits and to understand the relative influence that stormwater quality improvement efforts could affect. The goal was to determine across the City sub-basins, those that would gain the most benefit from stormwater management efforts.

The outcome of the Receiving Water Conditions Assessment was a watershed inventory that included a description of the relative conditions of the receiving waters and the contributing areas. Within the City of Lynden's jurisdiction, 15 main and 3 minor stormwater sub-basins were delineated (Figure 1) and characterized. Acreage of each sub-basin within the city limits was calculated and compared to the sub-basin total area. Land use by sub-basin was calculated based on the assessor's parcel database. Road density was also calculated by sub-basin. These characteristics were compared across sub-basins along with other qualitative parameters to complete the first round of the receiving waters assessment / watershed inventory step of the SMAP. More specifics on each of these sub-basins can be found in the Watershed

Characterization Report (Receiving Water Assessment/ Watershed Inventory) submitted to Ecology in March 2022 with the 2021 annual report.

The second step in developing a SMAP was to undertake a receiving waters prioritization process. The goal of this step was to prioritize the City's sub-basins by developing a method using existing data sources to arrive at a ranked list of those sub-basins that would gain the most benefit from stormwater management efforts.

The stormwater management influence was assessed which included collecting existing data and comparing attributes for each of the sub-basins. The City developed a sub-basin prioritization method. More specifics on this process can be found in the Receiving Water Prioritization report (S5.C.1.d.ii) which was completed in June 2022.

Ranking was based on a combination of factors including:

- % of sub-basin under City jurisdiction
- Road density - % area in roads and right of ways (as a surrogate for impervious surfaces)
- Land use
- # of known outfalls
- # of capital improvement projects underway or planned
- Known deficiencies (high, moderate, low) based on R&E deficiency map 2015 and updated with knowledge of recent development and completed capital project (as a surrogate for age of infrastructure), and
- Development pressure (high, moderate, low) assigned in coordination with planning department sub area plans and the Comprehensive Land Use Plan.

Through this process the City selected the Central Business District (CBD) sub-basin 9 as the top ranking sub-basin (Figure 2). This sub-basin encompasses the designated downtown Historic Business District (HBD) and surrounding drainage areas. Sub-basin 9 drains directly to the Nooksack River and the entire sub-basin is within the City's jurisdiction. It was also chosen because stormwater runoff from this area is not likely to improve without intervention from the City. The built-out nature of the sub-basin means that improving the receiving water from this sub-basin, the Nooksack River, through stormwater retrofits is the focus; protection of the resource through land acquisition is limited. Other municipal projects are underway in the same area and provide the opportunity to accomplish more with combined street and stormwater projects.

This report documents the development of the SMAP for the Central Business District sub-basin 9 (S5.C.1.d.iii). Two sources were used for guidance in this assessment: Building Cities in the Rain – Watershed Prioritization (Commerce, 2016) and DOE Stormwater Management Action Planning Guidance (DOE, 2019).

Figure 1: Lynden Stormwater Management Sub-basins

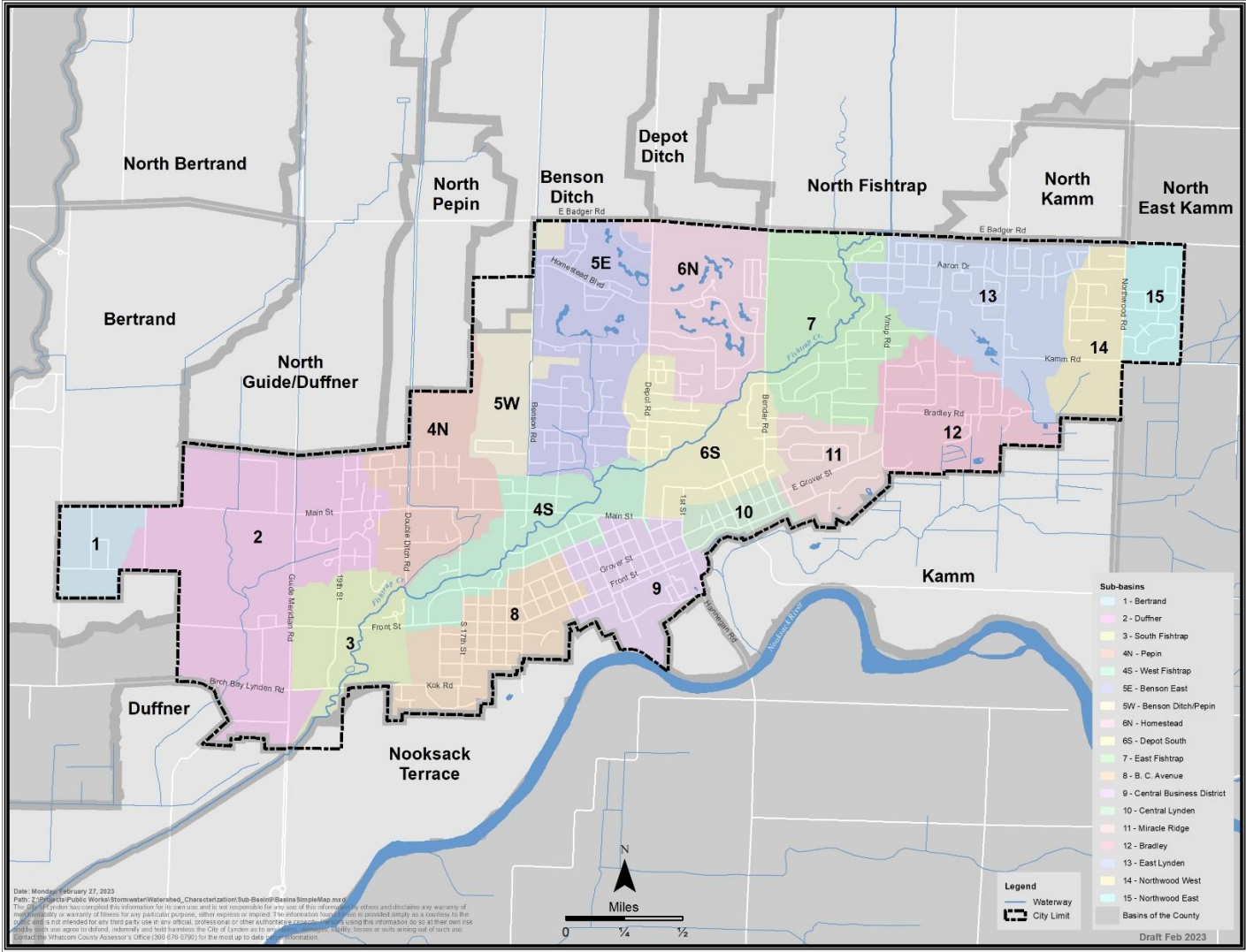
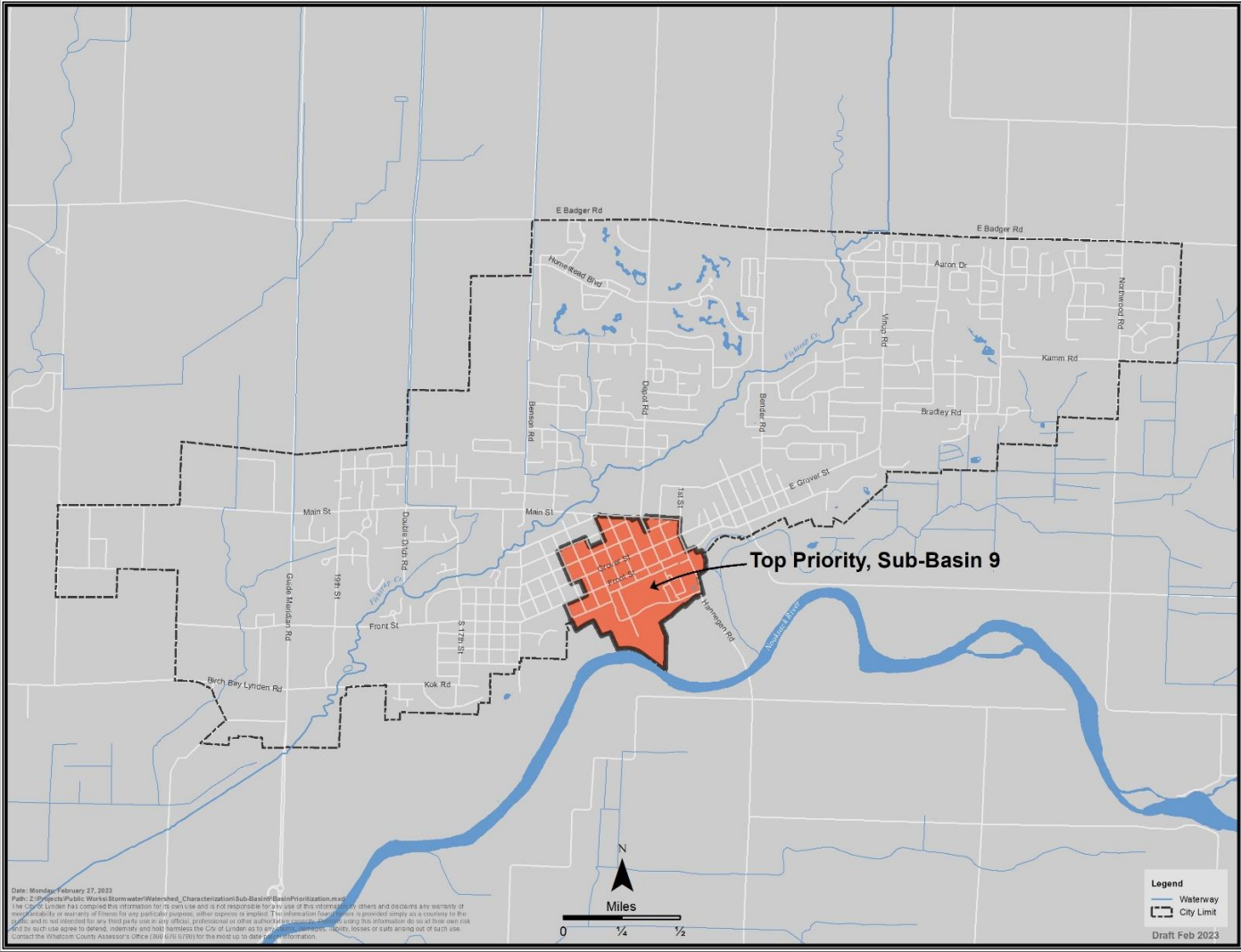


Figure 2: Lynden Stormwater Management Basin Prioritization



2 BACKGROUND ON THE CENTRAL BUSINESS DISTRICT SUB-BASIN

The Central Business District or CBD sub-basin drains 149 acres and is entirely within the city limits. This sub-basin is the zone where the City's economic activity originated. It encompasses the designated Historic Business District (HBD) and surrounding drainage areas. The historic business district is a section of downtown Lynden lined with commercial and retail businesses located along Front St. The boundaries of the HBD are considered to be the alley between Grover St. and Front St. to the north, Judson Alley to the south to 7th St to the west, and the vicinity of 3rd St. to the east. The total area of the HBD is approximately 12.4 acres.

The Central Business District sub-basin is intended to be an active mix of professional offices and residences, personal services and small retail establishments serving the employees and residents of the area. Emphasis on the City's cultural history is anchored by the Pioneer Museum on the east and the Windmill Inn on the west. Storefronts and streetscapes encourage pedestrian activity.

Land use in the CBD is mixed (Table 1 and Figure 3). Commercial and road infrastructure (Figure 4) are the most common usage. Single and multiple family residential properties occupy a quarter of the land base and parks and undeveloped lands also play a role.

Table 1: Land Use in the Central Business District Sub-basin

CBD (Central Business District) Sub-basin No. 9*		
Consolidated Land Use Category +	Acres	% of Sub-basin Area
Agriculture and undeveloped	2	1%
General commercial	34	23%
High use commercial	2	2%
Industrial	14	9%
Parks and undeveloped	27	18%
Residential Multi	18	12%
Residential Single	14	10%
Roads	38	26%
Grand Total	149	100%

* Central Business District was designated as sub-basin 9, referred to as the HBD sub-basin in the Watershed Characterization Report

+ Land use designations are parcel based and calculated by summing different land use types into the categories presented in the Whatcom Co Assessor's parcel database

Figure 3: Land Use in the Central Business District Sub-basin

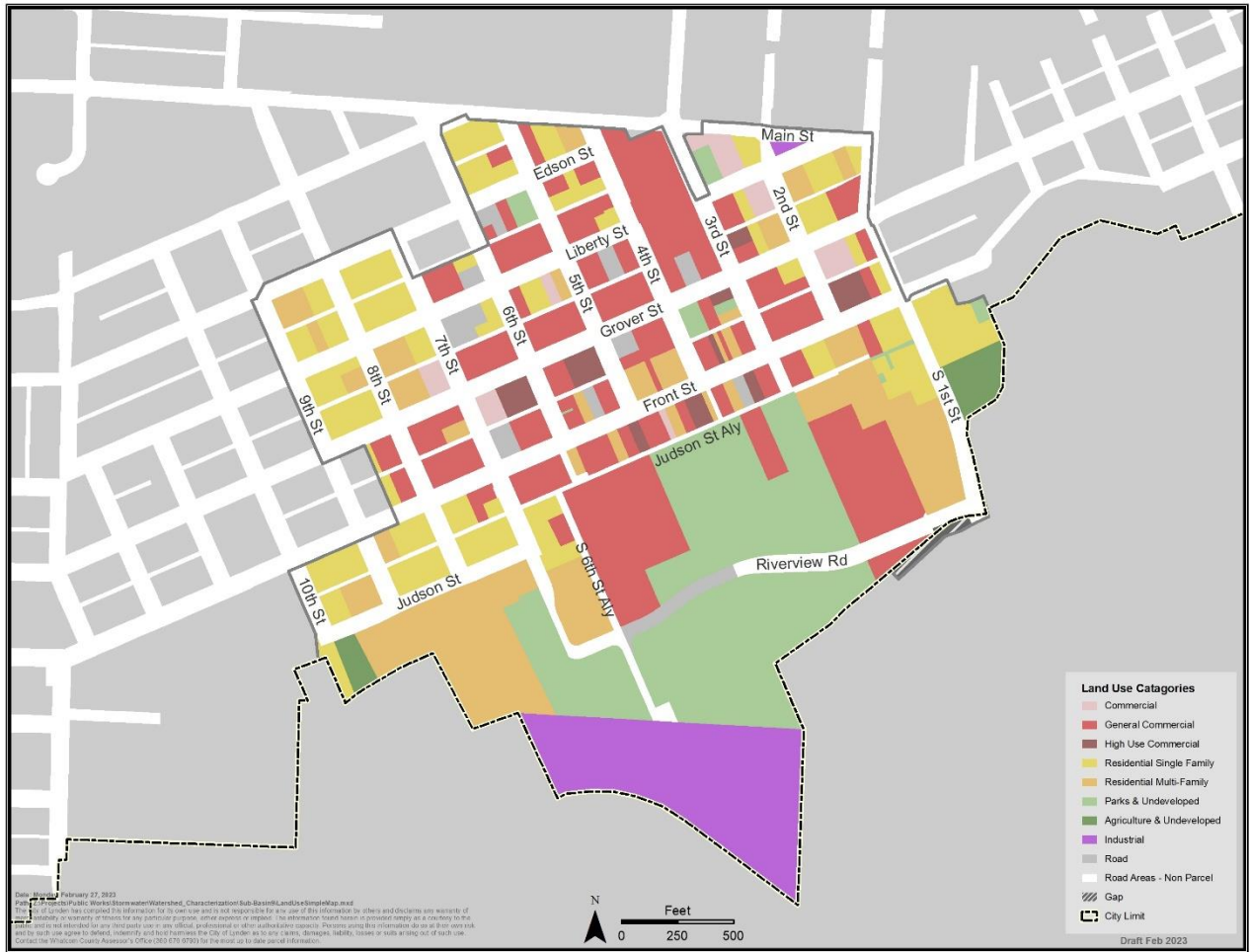
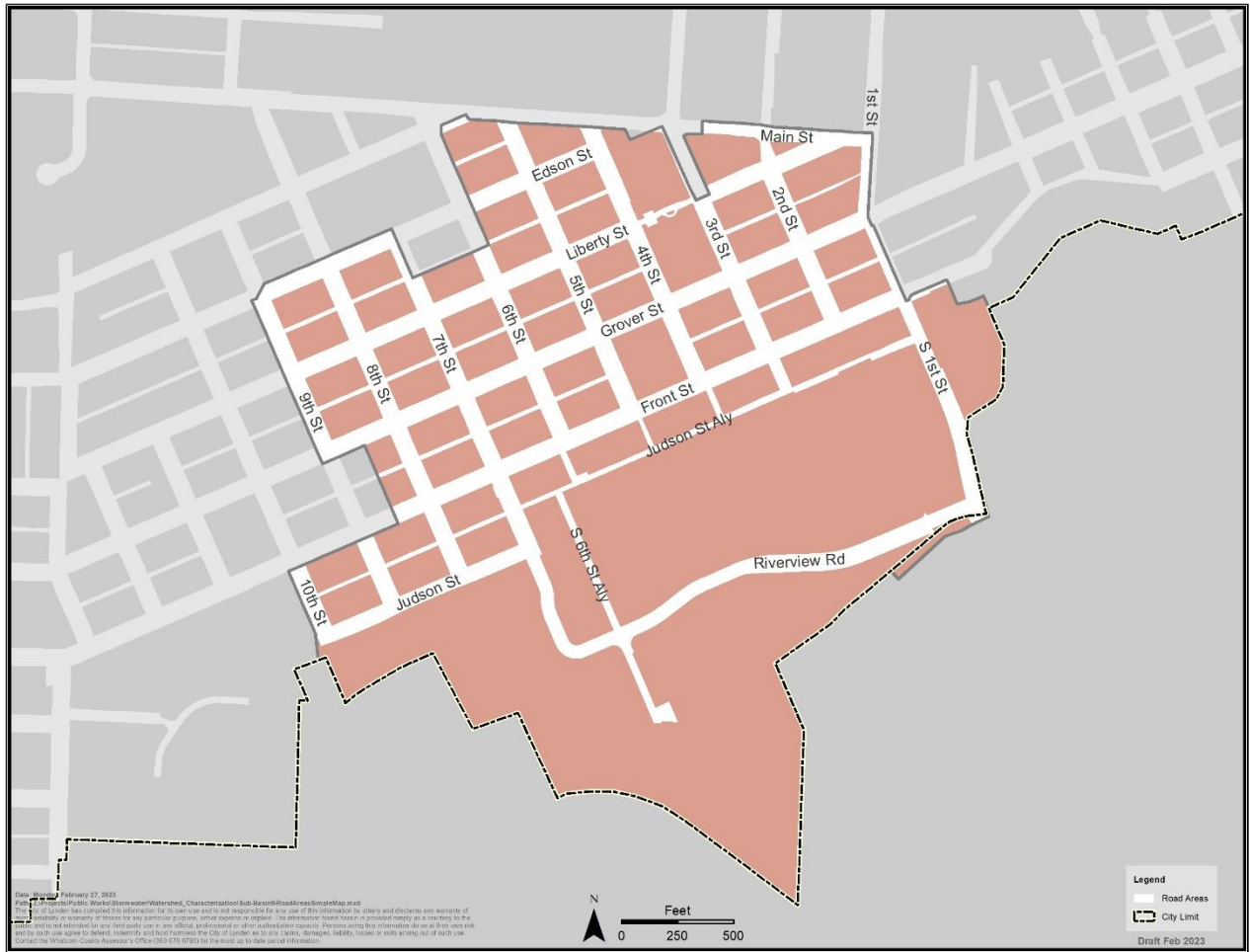


Figure 4: Roads in the Central Business District Sub-basin



3 STORMWATER RETROFITS IN THE CBD (S5.C.1.D.III.A)

The City has been focused on implementing stormwater retrofits and improvements in the CBD sub-basin for many years. The need for improvements to deal with the aging infrastructure and the lack of space due to the built out nature of the area required a many phased approach. Nine projects have been completed in the CBD since 2007 (Table 2 and Figure 5) and many others are in motion.

Table 2: Completed Stormwater Retrofit and Improvement Projects

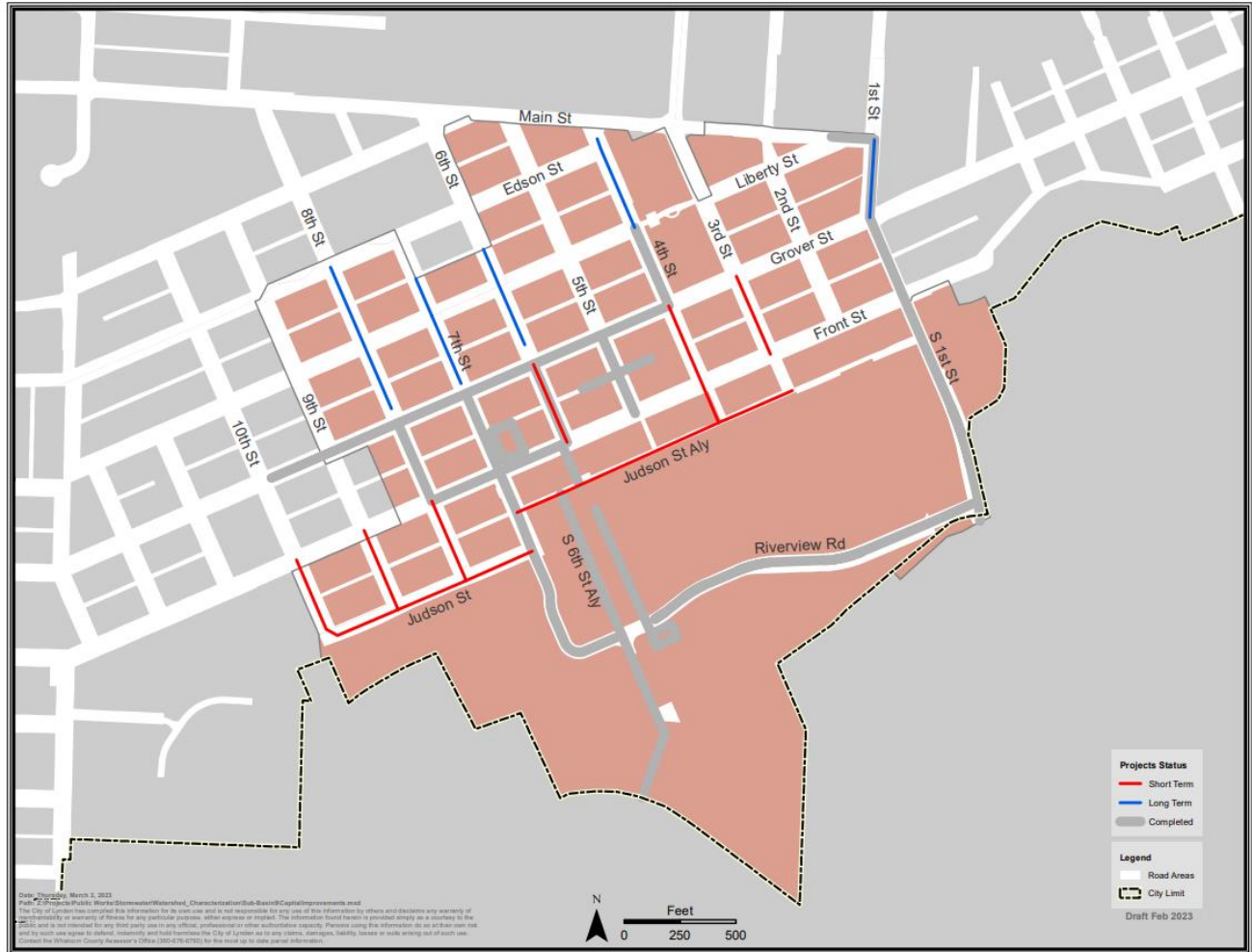
Stormwater Management Action Plan Number	Project Name and Short Description	Timeline notes
SW-CBD-1	2005 Arterial Reconstruction Grover	2007- 2008
SW-CBD-2	Library Offsite stormwater improvements	2007-2008
SW-CBD-3	2009 Arterial Improvement	2009
SW-CBD-4	The HBD Treatment Facility associated with Phase 1 of the City's WaterTreatment Plant project	2012
SW-CBD-5	5 th Street Revitalization – 5 th street between Front and Grover + 4/5 th alley and parking lot	2015
SW-CBD-6	Riverview Road Gap Elimination	2016 -2017
SW-CBD-7	7 th Street Rehabilitation Improved two blocks of 7 th Street between Grover Street and Judson Street and a public parking lot.	2021
SW-CBD-8**	Judson Area Low Impact Development - Preliminary Design (DOE Stormwater Grant)	2021
SW-CBD-9***	Whatcom County Lynden Levee and Channel Realignment repair work; wetland mitigation floodgate installation	2021 - 2022

* Stormwater capital improvement project identifier SWO-3/-4

** Stormwater capital improvement project identifier SWO-10a

*** In coordination with Whatcom County

Figure 5: Status of Stormwater Improvement Projects in the Central Business District Sub-basin



3.1 COMPLETED STORMWATER PROJECT DESCRIPTIONS

SW-CBD-1 - 3 - Street Rehabilitation and Stormwater Improvements

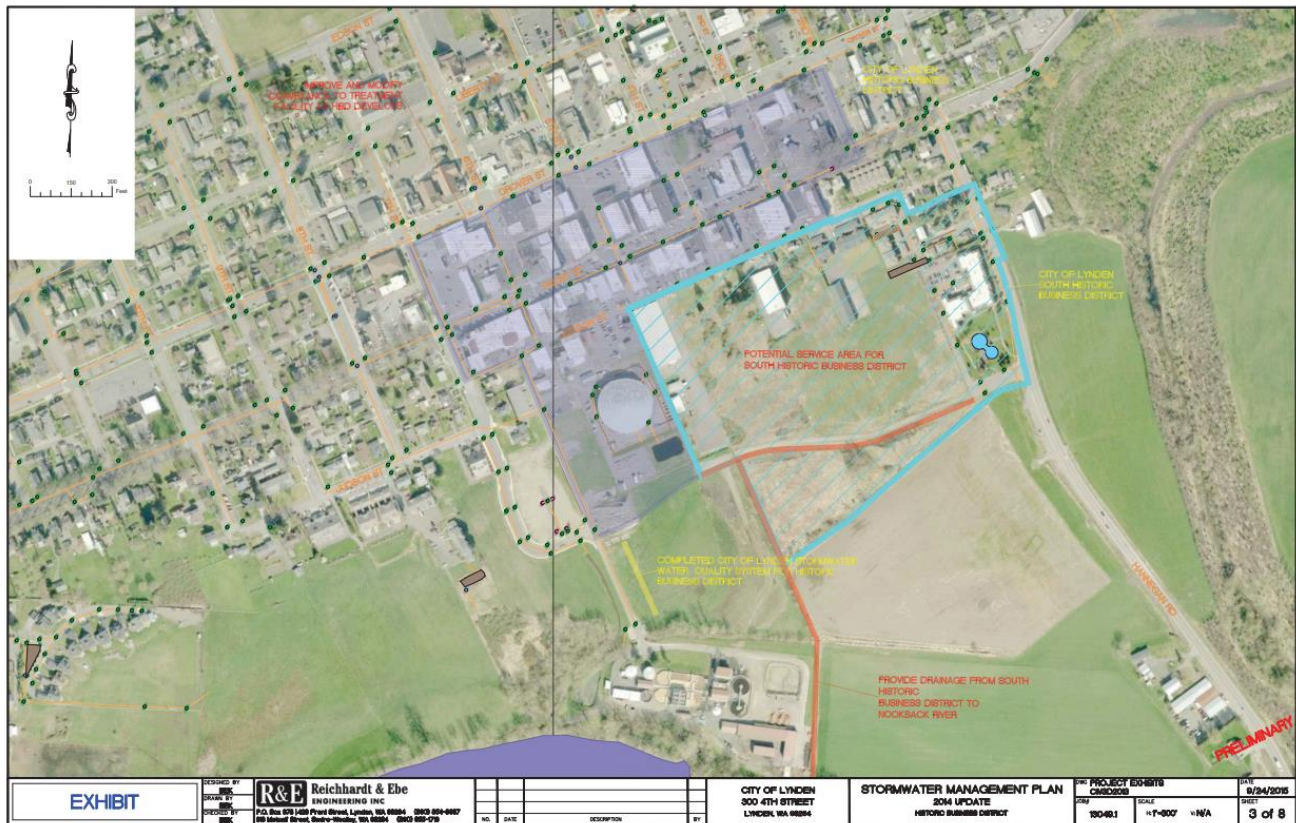
Three projects were designed and completed in the CBD from 2007-2009. These included rehabilitation of arterial streets in concert with updated stormwater conveyance and stormwater infiltration facilities as a retrofits. Road work and stormwater features were improved along 5th Street and 1st Street. Additional offsite stormwater improvements to 4th Street, Grover and 6th Street were made during the library update project.

SW-CBD-4 - The HBD Stormwater Treatment Facility

Many stormwater improvements were made in conjunction with Phase 1 of the City’s Water Treatment Plant project in 2012 (Figure 6). With future development pressures in mind, the City developed a stormwater bioretention facility was built to handle all of the inputs from the historic business district.

The Water Treatment Plant Replacement project was a phased project designed to replace the City's existing water treatment plant. It included the construction of a frontage road across the south side of the proposed treatment plant (Riverview) and a stormwater runoff facility. In conjunction with the above mentioned improvements, the City has taken steps to promote growth and development within the Historic Business District (HBD). The City's constructed stormwater treatment facility in association with the new treatment plant to accommodate stormwater runoff from the HBD is located south of the completed 6th Street roadway. This facility pre-dated the City's permit and is not required under the permit to be inspected annually. While it is still functional long-range planning is a top priority to keep this facility as an asset in water treatment of the HBD runoff.

Figure 6: Historic Business District Sub-basin Stormwater Drainage to Facility



SW-CBD-5&7 – Street Rehabilitation and Stormwater improvements

These two street projects were completed from 2015-2021 and contained stormwater elements. The 5th Street project improved roadways and stormwater facilities between Front Street and Grover and included partial improvement to the alleys. The 7th Street project involved work between Judson and Grover Streets, including roadway and sidewalks. Additional improvements include installing a storm drain system and improving the water main. Upgrades to the 7th Street parking lot were also included with this project. For the 7th street revitalization, runoff Treatment was not required, however, given the City's commitment to

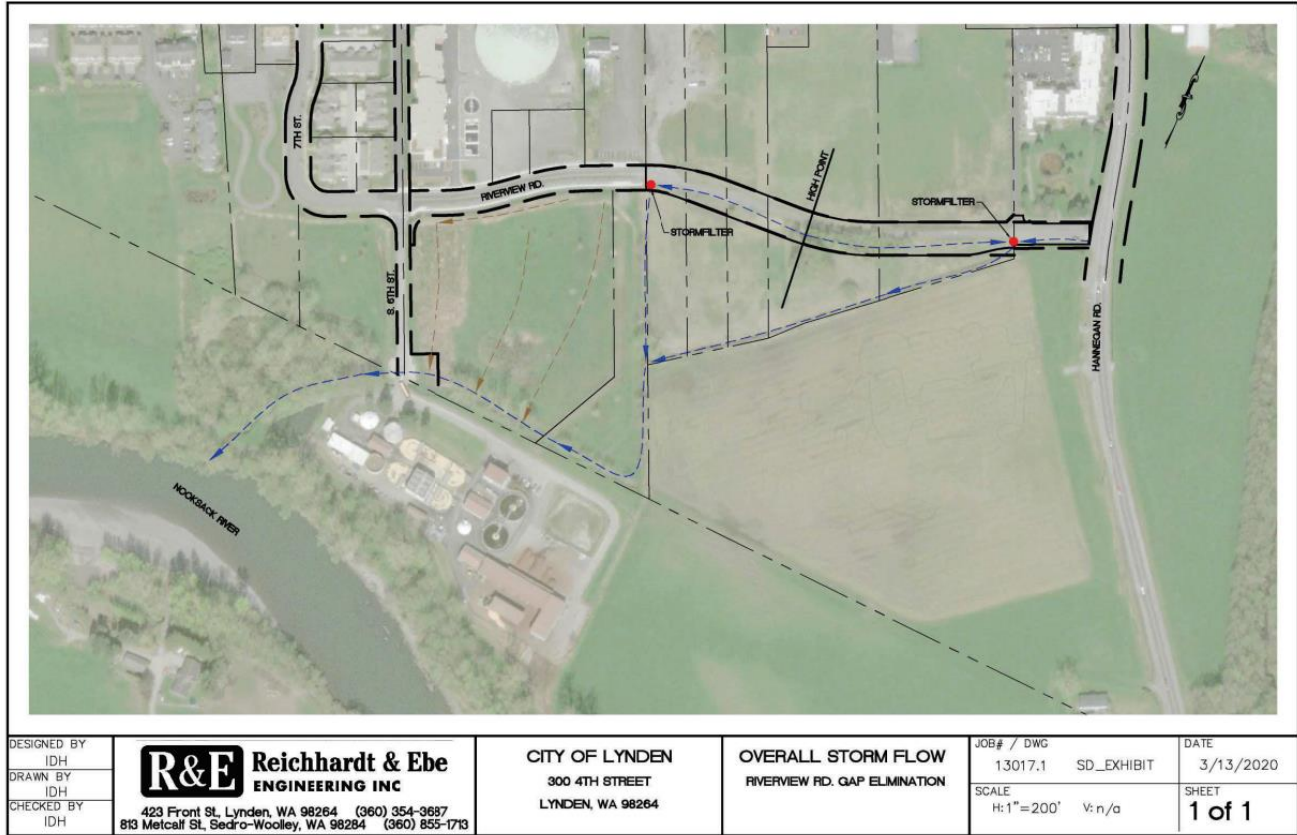
protecting the environment, runoff treatment was implemented into the project to go above and beyond Ecology's Stormwater Manual's (SWMMWW) minimum requirements. The Reichhardt & Ebe Engineering Memo (2021) stated the following:

The Geotechnical Report, indicated that the site soils are suitable for stormwater infiltration. An Infiltration Trench with a sand filter was selected for treatment. The existing stormwater conveyance system along 7th Street was divided into two separate subbasins: The area south of Front Street draining into the existing stormwater conveyance system along Riverview Road, and the area north of Front Street draining into the existing stormwater conveyance system along Front Street; both the Riverview Road and the Front Street conveyance systems drain to the same outfall along the Nooksack River near the City's Wastewater Treatment Plant. The existing, City owned parking lot was rebuilt alongside the 7th Street Improvements which provided ample room for an infiltration trench. Due to limited space south of Front Street and limited topography it was decided only to incorporate treatment for the runoff from the areas north of Front Street and to place the treatment facility under the parking lot.

SW-CBD-6 – Riverview Road Gap Elimination

A new roadway was designed and built to eliminate the gap in Riverview Rd. that existed from approximately 600 feet east of S. 6th St. to approximately 100 feet west of S. 1st. St./Hannegan Rd (Reichhardt & Ebe Engineering, 2016). Figure 7 displays this road improvement section and associated stormwater runoff from the project that is managed with a stormwater filtration system. The stormwater filtration system provides the treatment necessary to meet the requirements set by the Washington State Department of Ecology (DOE). Detention is not required as the project site drains to an entirely manmade conveyance system that extends to an exempt receiving water. Stormwater pipes for future private drainage north of the project site are provided as part of the project. The intent of these pipes is to provide the property owners adjacent to the project site a way under the newly constructed roadway. Since the completion of the Riverview Road project, no stormwater will be discharged from these pipes. These pipes will not be connected to the City owned stormwater system.

Figure 7: River Road Gap Elimination Stormwater Infrastructure



SW-CBD-8 – Judson Street Low Impact Development Demonstration

The Judson Street Low Impact Development demonstration project will improve water quality in the Nooksack River through design of stormwater low impact development (LID) best management practices at Judson Street. The City has secured grant funding from the Department of Ecology to design and build this LID demonstration project in the Central Business District. This multi-phase project will retrofit five square blocks in downtown Lynden with improved stormwater infrastructure in concert with a roadway maintenance project. This project will improve water quality in the Nooksack River through design of stormwater low impact development (LID) best management practices at Judson Street in the City of Lynden. The preliminary design has been completed for all phases and includes enhanced treatment for total suspended solids, dissolved copper, and dissolved zinc. The next phases of this project are discussed in Section 7.0 and include construction that will provide treatment and infiltration for runoff from 2.17 acres of residential development. The third phase of this project includes construction that will provide runoff treatment and infiltration for runoff from 1.71 acres of residential development.

SW-CBD-9 – Whatcom County Channel Realignment Project

This project included realigning a channel that runs adjacent to the Lynden Wastewater Treatment Plant and enhancing habitat in the newly created channel. It was constructed in conjunction with a levee improvement

project by the US Army Corps of Engineers (USACE). The USACE project included replacing two existing culverts that penetrate the levee with a new culvert and fish-friendly flood gate and restoring the levee crest and erosion protection. Both projects were constructed in tandem between June to September 2021. Riparian planting at both project sites and mitigation sites was completed in March 2022.

Summary of Completed Projects

While this section describes the capital improvement efforts that the City has already completed, Section 7 of this report provides information on stormwater management actions, projects, and retrofits for both the short-term and long-term horizons.

4 LAND MANAGEMENT/ DEVELOPMENT STRATEGIES (S5.C.1.D.III.B)

Planning Development Strategies

The Central Business District sub-basin falls within the City's planning Central Lynden Subarea. The CBD ranked top priority for developing a SMAP for many reasons with redevelopment, limited space and aging infrastructure factoring in, as well as the fact that the City has jurisdiction of the entire basin. For the most part, the Central Lynden Subarea is well built out. The CBD is expected to continue to see some redevelopment, including additional residential where feasible.

Long-range plans will include looking at zoning and build-out projections. The CSL zoned portion of the subarea is functioning as a mixed-use overlay. A recent [Ordinance 1657](#) addresses some changes that will allow more residential units in this commercial zoned area referred to as Small Scale Mixed Use in portions of the Central Lynden Subarea. This change may result in the ability to redevelop or develop new units in this location and probably more likely in the long-term as ownership turns over. The South Historic portion of the sub-basin is currently seeing a significant development.

Comprehensive Development Plan

The City is gearing up for an update to the Comprehensive Plan update for 2026. The efforts will get underway in 2023. Stormwater management issues will be fully integrated into the update. As part of this update, discussion about supporting appropriately designed infill projects and efforts to increase housing density within established residential zones will be addressed.

5 TARGETED OR ENHANCED IMPLEMENTATION ACTIONS (S5.C.1.D.III.C)

The City has identified enhanced operational practices to target stormwater management needs and implement actions through many elements of the stormwater program. These are summarized below:

- *Illicit Discharge Detection and Elimination (IDDE) field screening program*
For the Central Business District, the IDDE efforts will include more frequent stormwater facility inspections and catchbasin cleaning as required. Focus will also be concentrated on maintaining the stormwater facility located south and east of Riverview Road and 6th Street.

- Pollution Source Control Program*
Potential pollutant generating businesses will be targeted in the Source Control Inspection Program. However, many of the businesses in the sub-basin are not potential pollutant generators per the Ecology Permit Appendix 8, but they do have a dumpsters outside their back door. These will be targeted through our Dumpster Management Program so that they don't fall through the cracks.
- O&M Inspections or Enhanced Maintenance Program*
Increased sweeping of the Central Business District will be scheduled per the City's Enhanced Maintenance Plan which is under finalization at this time. The City was awarded new grant funds to complete the maintenance plan and purchase a second sweeper. The new sweeper truck is expected in 2024 and will allow for the short-term and long-term action of an increased sweeping program.
- Public Education and Outreach Programs*
The Judson Street LID Demonstration project will include educational signage.

6 COORDINATION WITH LONG-RANGE PLANNING EFFORTS (S5.C.1.D.III.D)

The primary goal of the City's Coordinated Long- Range Plan was to summarize water quality and watershed protection policies, strategies, codes, and other measures that protect and improve local receiving water through planning efforts and report on how planning efforts (Comprehensive Plan, Growth Management, Shoreline Master Plan, Transportation plans etc.) addressed water quality improvements. The planning report was submitted to Ecology in December 2022 and provided specific answers to the Department of Ecology's Stormwater Annual Report questions 6 through 14 per (S5.C.1.b.i(a) and (b)).

7 STORMWATER MANAGEMENT ACTIONS - SHORT-TERM AND LONG-TERM (S5.C.1.D.III.E)

This section sets out the plan for current and future stormwater management work in the Central Business District. The City's strives to combine stormwater upgrades with every street improvement projects. Building on past efforts and successes this plan focuses on areas within the CBD that have yet to be addressed. The City has been awarded grant funding for many of the short-term projects and will use time in the short-term to identify methods of funding the long-term plans. For the purposes of this planning process the terms are defined in the following sections.

7.1 SHORT-TERM ACTIONS

The City has 6 projects funded and underway in the short-term. Table 3 shows the short-term stormwater management action efforts with implementation schedule and budget. Figure 5 shows the progression of stormwater improvements by color coding the completed projects and the short and long-term projects.

Table 3: Short-Term Stormwater Projects (0-6 years)

Stormwater Management Action Plan Number	Description	Implementation Schedule and Timeline notes	Budget (\$ in Thousands)		
			Local	State	Total
SW-CBD-10	Historic Business District (HBD) Stormwater Treatment Facility Inspection and Maintenance Plan	Within 2 yrs	30		30
SW - CBD -11 (SWO-10b* and STIP #10)	Judson LID Area -8th Street & Alley	Within 1 yrs	50	120	170
SW – CBD -12 (SWO-10c* and STIP #11a**)	Judson LID Area -9th Street & Alley	Within 2 yrs	202	859	1,06
SW-CBD-13 (SWO-10d* and STIP #11b**)	Judson LID Area -10th & Judson Front St. to Judson and E/W Alley to 10th	Within 5 yrs	50	120	170
SW-CBD-14 (STIP #22**)	Judson Street Alley – widen and reconstruct	2026-2028 construction slated	TBD ⁺		
SW-CBD-15 (STIP #17**)	3 rd Street Reconstruction	2026-2028 construction slated	20		20

* Stormwater capital improvement project identifier

**Six-year transportation improvement plan project identifier

+ To be determined

SW-CBD-10- Historic Business District Stormwater Facility Inspection and Maintenance Plan

The stormwater treatment facility was built in 2012 prior to the City's Phase II permit was issued. This facility is functioning but requires maintenance to meet current stormwater regulations. Although not required by the permit to conduct maintenance on this facility because it pre-dated the Permit issuance to the City, the City has identified this facility for stormwater management action efforts.

SW-CBD-11- 14 - Judson Area LID Demonstration Project – Construction Phases

The City has been awarded grant funds to continue this project from the completed design to construction. This project is slated to improve drainage and water quality to the Nooksack River through design of Low Impact Development (LID) facilities along Judson Street in the City of Lynden. This project will include approximately 5 square blocks between Front Street and Judson Street, from 7th to 10th Streets. The project is intended to apply LID Best Management Practices (BMPs) focused on using soils and vegetation to mimic pre-disturbance hydrologic processes of infiltration, filtration, storage, evaporation, or transpiration. Enhanced BMPs will also be employed to address road runoff pollutants.

During the design phase, soils, safety and space availability, and lifecycle maintenance will be weighed in the selection of appropriate BMP solutions. Community cooperation associated with retrofitting LID techniques into an existing neighborhood will be considered. Because the City has received requests from the public to provide street upgrades an outreach effort will be made as part of this project to communicate the benefits of LID and associated street improvement. The City will evaluate the cost of BMP lifecycle maintenance and will also identify stewardship opportunities with the neighborhood and community. This project will include an educational component with informational signage and tours.

SW-CBD-15– 3rd Street Reconstruction

Third Street will be reconstructed from Glover north to Main Street. This is a transportation STIP project and will include stormwater improvement elements.

7.2 REOCCURRING OPERATIONAL BEST MANAGEMENT ACTIONS

The City has identified several operational best management practices that will be conducted citywide to improve water quality. These BMPs will occur at an increased frequency in the Central Business District and implementation will be scheduled to begin in the short-term and continue for the long-term. Table 4 summarizes these practices.

Table 4: Reoccurring Operational Best Management Practices

Stormwater Management Action Plan Number	Project Name and Short Description	Timeline notes
SW -CBD -16	Comprehensive Plan update	To be initiated in 2023 for update in 2026 and will lay out long-term projects - Rezoning etc.
SW-CBD- 17	Low Impact Development Demonstration project maintenance and tours	On-going
SW-CBD- 18	WTP and HBD stormwater facility inspection and maintenance	On-going
SW-CBD- 19	Increased Sweeping frequency	On-going
SW-CBD- 20	Targeted Source Control efforts	On-going
SW-CBD- 21	Dumpster maintenance outreach and education	On-going

7.3 LONG-TERM ACTIONS

The City has been looking at improving stormwater management for a long time and continues to be dedicated to adding more management actions in the long-term. Table 5 identifies the long-term actions and Figure 5 shows them geographically. All of the long-term capital projects includes street reconstruction project in concert with stormwater retrofits. These long-term actions are currently slated partially for local funding and the City will be finding additional ways to finance these efforts through grant funding.

Table 5: Long-Term Stormwater Projects (7-20 years)

Stormwater Management Action Plan Number	Description	Implementation Schedule and Timeline notes
SW-CBD- 22 (STIP #19**)	6 th Street Reconstruction	TBD construction slated
SW-CBD- 23	1 st and 4 th Street Reconstruction North of Grover to Main	TBD 1 st Phase
SW-CBD-24	6 th , 7 th , and 8 th Street Reconstruction North of Grover	TBD 2 nd Phase

8 ADAPTIVE MANAGEMENT FEEDBACK PROCESS (S5.C.1.D.III.F)

As the short-term facility improvement and operational best management practices roll out the City will constantly be reassessing the need for adaption and alternative options. The Six-year Transportation Plan is updated annually and projects will be modified or added as deemed necessary. The Comprehensive Stormwater Plan capital improvement projects are also reviewed annually and are submitted to Ecology per Appendix 2 of the Phase II permit. In addition, the City's Comprehensive Plan per the Growth Management Act is up for an update in 2026 and any changes in land use, rezoning etc. will be incorporated into the Stormwater Management Action Plan and adaptation will be made as appropriate. The City also encourages the public to provide comment on the SMAP through its stormwater website.

9 REFERENCES

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Hood S. 2002. Nooksack River Watershed Bacteria Total Maximum Daily Load- Detailed Implementation Plan. WA Department of Ecology Water Quality Program. Accessed 28 September 2020.

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Reichardt & EBE Engineering, Inc. and Welch Ecological Services, LLC. November 2019- Effective January 2020. City of Lynden Comprehensive Stormwater Management Plan

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DRAFT

CITY OF LYNDEN

EXECUTIVE SUMMARY



Meeting Date:	March 20, 2023,	
Name of Agenda Item:	Draft Parks Committee Minutes February 21, 2023,	
Section of Agenda:	Other Business	
Department:	Parks	
Council Committee Review:	<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: _____
	Legal Review: <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required	
Attachments:		
ES-Draft Parks Committee Minutes February 21, 2023		
Summary Statement:		
See Next page		
Recommended Action:		
For Council Review		



PARKS COMMITTEE MINUTES

February 21, 2023

1. ROLL CALL:

Members Present: Mayor Korthuis, Councilors Ron DeValois, Nick Laninga and Mark Wohlrab

Staff Present: City Administrator John Williams, Parks Director Brent DeRuyter; and Parks Admin. Assistant Nancy Norris

2. ACTION ITEMS:

A. Approval of Parks Committee Minutes- January 17, 2023

Laninga motioned to approve the January 17, 2023, minutes Wohlrab approved the motion.

Action: The Parks Committee Minutes from January 17, 2023, were approved.

B. Approval of LYS Service Agreement

The Parks Committee reviewed and discussed the LYS Service Agreement. This agreement allows staff time in working with Lynden Youth Sports Coordinators with developing game schedules and coordinating the use of city fields and facilities.

Action: The Parks Committee recommends to Council the Approval of the LYS Service Agreement.

3. INFORMATION ITEMS:

A. SHKS Information on the Benson Barn Project

Bi-weekly check-in Update—Project Numbers and Project Description Given. Site work has continued with soil testing this past week. Staff has met and is making comments/recommendations moving forward.

Parks Committee reviewed the Project Numbers and Description a video will be sent out for review. Parks Committee would like to see the Barn meet safety requirements to be used as an open-air facility and look at having prefab restrooms nearby.

B. Updates on Parks and Trails projects

Benson Park

Draft of Master Plan revisions are coming from SCJ Alliance with more phasing and pricing elements - The city will meet with the Benson Park Turf Complex

CITY OF LYNDEN

PARKS DEPARTMENT



Committee by the end of the month.

Bridge “pre-drilling” and windmill renovations are continuing.

Schoolyard

Fence and Backstop Removal complete and many items are being put into surplus or sold.

Community momentum seems to be moving to add amenities.

Staff and possible volunteers are preparing for site groundwork. Will be meeting with engineers from Reichhardt & Ebe regarding parking and sidewalk plans.

Dates have been set for meeting with Sumas and Bellingham regarding a potential spray park.

Berthusen Park

Gate site preparation is complete, and installation should be completed as soon as necessary parts/equipment arrive.

Trails

Progress is steady in preparation for the Depot to 8th St section.

C. Budget Updates

Used dump truck has been purchased and is in the fleet.

D. Civic Plus

Training dates are scheduled for the coming couple of months for use this spring (goal is May 23 for site launch)

E. New Staff Update

Beginning the process of hiring one new seasonal employee, three are returning. The new additional fulltime Parks Maintenance Employee is off to a great start.

4. ITEMS ADDED

A. Park Signage and Interactive Trail Maps.

Parks Committee would like to see the Park sign reinstalled at City Park. There are mixed suggestions whether to keep the pillars or not. Patterson, Greenfield, and Lynden Jim all need signs.

Another suggestion is to have Interactive Trail Maps showing where you are, trail sidewalk connection and distance points etc....

Meeting Adjourned at 4:58pm.

NEXT MEETING-Monday, March 20, 2023

CITY OF LYNDEN

EXECUTIVE SUMMARY



Meeting Date:	March 20, 2023	
Name of Agenda Item:	Calendar	
Section of Agenda:	Other Business	
Department:	Administration	
Council Committee Review:	<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
	Legal Review: <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required	
Attachments:	Calendar	
Summary Statement:	Calendar	
Recommended Action:	Not an action item, information only.	

March 1, 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

March 2, 2023
Thursday

2:00 PM - 2:30 PM Possible TRC (Brennick)

March 6, 2023
Monday

7:00 PM - 9:00 PM Copy: City Council Meeting -- Annex Council Chamber

March 7, 2023
Tuesday

9:00 AM - 10:00 AM Leadership Team Meeting -- City Hall 1st Floor Large Conference Room

March 8, 2023
Wednesday

4:00 PM - 6:00 PM Copy: Public Works Committee -- City Hall 2nd Floor Large Conference Room

7:00 PM - 9:00 PM Parks & Rec District Meeting -- Annex South East Conference Room

March 9, 2023
Thursday

3:00 PM - 5:00 PM Meeting/DV Advocate/Prosecutor -- Annex North East Conference Room;

7:00 PM - 10:00 PM Planning Commission -- Annex Council Chamber

March 14, 2023

Tuesday

9:00 AM - 10:00 AM

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

March 15, 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

7:00 PM - 9:00 PM

Berthusen Advisory Committee -- Annex South East Conference Room
Berthusen Advisory Committee Meets the 3rd. Wednesday in January, March, May, September, and November

March 16, 2023

Thursday

2:00 PM - 4:00 PM

Technical Review Committee

March 20, 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

March 21, 2023

Tuesday

10:00 AM - 11:00 AM

Copy: Airport Board Meeting -- City Hall 2nd Floor Large Conference Room
Welcome Board Members & Guests,

The Airport board meeting will be in person at City Hall, 2nd Floor Conference room. The meeting takes place the third Tuesday of each month at 10:00 A.M.

March 21, 2023 Continued
Tuesday

4:30 PM - 5:30 PM Copy: Civil Service Meeting -- City Hall 1st Floor Large Conference Room

March 22, 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

4:00 PM - 6:00 PM Community Development Committee -- City Hall 2nd Floor Large Conference Room

March 23, 2023
Thursday

7:00 PM - 10:00 PM Planning Commission -- Annex Council Chamber

March 28, 2023
Tuesday

9:00 AM - 10:00 AM Leadership Team Meeting -- City Hall 1st Floor Large Conference Room

March 29, 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

April 3, 2023
Monday

7:00 PM - 9:00 PM Copy: City Council Meeting -- Annex Council Chamber