

# CITY OF LYNDEN

## PUBLIC WORKS DEPARTMENT

Main Number: (360) 354-3446



### Public Works Committee Meeting Minutes

Microsoft Teams Virtual Meeting

City Hall - 300 4th Street

4:00 PM June 09, 2021

#### Call to Order

#### Roll Call

- Members Present: Mayor Scott Korthuis, City Administrator Mike Martin, Councilors Gary Bode, Ron De Valois and Jerry Kuiken
- Staff Present: Public Works Director Steve Banham, Planning Director Heidi Gudde, Programs Manager Mark Sandal, Sr. Admin. Assistant Miriam Kentner
- Public Present: Gary Vis, Henry Bierlink (representing the Bertrand and North Lynden WIDs and Ag Water Board)

#### Action Items

1. **Approve Minutes from May 5, 2021**

Kuiken motioned to approve the minutes and De Valois seconded the motion.

**Action:**

***The minutes from May 5, 2021, were approved.***

2. **Interlocal Agreement with Bertrand and North Lynden Water Improvement Districts (WID)**

Banham introduced an Interlocal Agreement which addresses cost sharing between the City and the Bertrand and North Lynden Water Improvement Districts (WIDs) to investigate drainage issues in the City's northwestern industrial and commercial land (Berthusen Road and Main Street vicinity) and in the Bertrand drainage (west of Berthusen Road). Gudde explained that the City has recently started discussions with the WIDs and surrounding agricultural businesses on drainage and possible collaboration to address drainage.

Banham informed the Committee that staff recently applied for a Port Small Cities Grant to help with funding preliminary stormwater investigations in the West Lynden area. Bierlink, representing the WIDs and farmers in the area, expressed concerns about drainage in the area and the impact on the agricultural industry. He stated a collaborative process is needed to look at the drainage. Bierlink discussed the Willamette Partnership out of Oregon that can act as a facilitator for joint solutions and that has funding needing to be spent in Washington.

The Committee discussed the Port Grant that would include survey work and necessary preliminary drainage investigation.

**Action:**

***The Public Works Committee concurred and recommended that staff continue to collaborate with the Bertrand and North Lynden Water Improvement Districts and local farmers on the details of an Interlocal Agreement (ILA) with Bertrand and North Lynden Water Improvement Districts. The final draft of the ILA will be taken to City Council for approval unless substantial changes are made to the draft presented at this meeting, in which case the ILA will be returned to the Public Works Committee for review and approval.***

**3. Traffic Impact Fees (TIF) for Pepin Creek Overlay area**

Banham presented an updated project list from the Transportation Plan for City-wide transportation improvements. The Pepin Creek Project is included in this list. This updated list will be used to calculate the Traffic Impact Fees (TIF) needed to complete the improvements within the Pepin Subarea. He also included three TIF options to fund necessary Pepin Creek transportation needs. Gudde explained the three TIF options which include 1) a single Citywide TIF assessment, 2) a combination of City-wide and Pepin specific TIF, and 3) Another combination with a Pepin Creek Overlay TIF (90%) and City-wide TIF that includes 10% contribution. The Committee concurred on Option 3 at this time. They also discussed having the new City-wide TIF rates take effect January 1, 2022 and including provisions for annual COLA increases.

Gudde informed the Committee that other issues related to impact fees associated minimum density of development will be reviewed at the Planning Commission on Thursday, June 10<sup>th</sup> and by the Community Development Committee meeting on Wednesday, June 16<sup>th</sup>.

**Action:**

***The Public Works Committee concurred on Option 3 as being most consistent with previous agreement to have most of the Pepin transportation infrastructure costs be paid for by the development to occur in that subarea.***

**4. Vinup Road Street Striping Reconfiguration**

Banham presented an exhibit showing the areas on Vinup Road where staff thought the center turn lane striping could be removed. Bode explained the need expressed by residents for street parking on Vinup Road. The Committee reviewed the proposed changes and felt the low traffic volumes warranted the reduction in left turn protection for the benefit of additional street parking. This restriping would also likely increase traffic calming. Left-hand turn lanes would be retained at Bridgeview and Aaron Drives. The center-turn strip would also be preserved from Aaron Drive north to Badger Road as there are no street facing residences in that section to benefit from the minimal increase parking that could be provided.

**Action:**

***The Public Works Committee concurred and directed staff to proceed with the center turn lane revisions with this summer's restriping as shown on the exhibit.***

**5. Crosswalks on Depot Road at Apple Valley Apartments and Vinup Road at Edgewater Lane**

Banham explained that staff has installed ADA ramps at Apple Valley Apartments on Depot Road and on Vinup Road at Edgewater Lane. The Committee discussed whether crosswalks should be installed as previously requested. Although the Public Safety Committee expressed concern about crosswalks, Banham stated that these long and busy north-south streets have few crossings. Citizens have requested pedestrian crossings that allow both vehicles and pedestrian to see where slower pedestrians will be crossing. The Committee discussed the need for a similar crossing on Main Street at 17<sup>th</sup> Street which was mentioned at Public Safety. This would also help highlight the

existence of the new street extension and the sidewalks that connect to the new trails near Fairway Center.

**Action:**

***The Public Works Committee concurred and directed staff to 1) install of crosswalk markings on Depot Road at the Apple Valley Apartments and on Vinup Road at Edgewater Lane, and 2) investigate installing ramps and crosswalk markings on Main Street at 17th Street.***

**6. Request for Crosswalk – Across Bradley Road at Bradley Meadows Lane**

Staff received a request for a crosswalk on Bradley Road at Bradley Meadows Lane, citing increased pedestrian traffic to and from the high school due to the increased residential housing in the area. The Committee reviewed the proposed crosswalk exhibit. Banham stated that a pedestrian improvement grant is planned for submittal to the Transportation Improvement Board later this summer. These funds would be used to install a sidewalk on the north side of Bradley Road. He stated at this time it would be best to delay the installation of a crosswalk until the projects receiving TIB grant awards are announced.

**Action:**

***The Public Works Committee concurred to recommend that staff proceed with the application for a Transportation Improvement Board grant for pedestrian improvements on Bradley Road and to delay the installation of a crosswalk at Bradley Meadows Lane until there is more certainty on possible grant funding of those improvements.***

**7. Sidewalk Use Code Amendment**

Staff presented proposed revisions to the City's Sidewalk Obstruction Ordinance. The revisions were in response to the request for additional outside seating by Overflow Taps at the Public Works Committee meeting on May 5<sup>th</sup>. Additional revisions were discussed, including suggestions from Gary Vis that were based on his understanding of past downtown concerns.

**Action:**

***The Public Works Committee concurred to recommend that staff finalize the Sidewalk Obstructions Code Amendment and bring a final draft to the next Public Works Committee meeting for review.***

**8. Request for Speed Bump on Aaron Drive near Oak Street – Mark West – 2203 Oak Street**

Mark West, resident of 2203 Oak Street, emailed staff requesting that a speed bump be installed on Aaron Drive near Oak Street, citing concerns about speeding in this area. The Committee briefly discussed the policy of not putting speedbumps on public streets.

**Action:**

***The Public Works Committee concurred that speed bumps should not be installed and recommended that this also be forwarded to the Police Department for possible increased patrols and speed trailer deployment.***

**Information Items:**

**9. Grant Application Update**

- 1) West Front Street was approved by the EDI Board. Staff will present to Whatcom County Council on June 15th.
- 2) Benson Road (Sunrise Drive to Badger Road) application for an STBG grant was presented to

TTAG requesting \$800,000. Scoring occurs in mid-June and the application will then be forwarded to the Transportation Policy Board on July 14th. This project is scheduled to be coordinated with the planned WSDOT construction of a compact roundabout in 2023.

**10. Forge Fitness Lease Amendment for old YMCA**

Korthuis reviewed the proposed Forge Fitness Lease Amendment which increases the reimbursement for renovation to a maximum of \$250,000 per year upon approval by City Council. Particular attention was given to the other provisions within the contract that provide for City Staff and Council oversight and approval of renovations. The older condition of this facility and the cost-effective improvements already accomplished through this private partnership were discussed. Mention was also made of the recent escalation of building material costs.

**11. PROJECT - Stormwater Decant Facility**

The pre-engineered building is scheduled to be delivered on August 20<sup>th</sup>. Staff is reviewing a change order for work to construct a waterline creating a loop along the western side of the City shop property from Badger Road south to the new line constructed by the new development on their southern property line.

**12. PROJECT - Guide Meridian Pump Station #17**

The Committee discussed the status of the Guide Meridian Pump Station project. Banham explained the new commercial property landowner has questions on the placement of the pump station and integration with their property plans. This project is now on hold pending development plans for commercial/mixed-use property coordination with the Pump Station site and likely will be constructed in 2022.

**13. PROJECT - Jim Kaemingk Sr. Trail Gap - Depot Road to Main Street**

Sandal stated that the SEPA has been submitted. Once the SEPA is complete, the shoreline permit will be submitted. The design is 60% complete.

**Adjournment:** The meeting was adjourned at 5:40 p.m.

**Next Meeting:** July 7, 2021