



## PUBLIC WORKS COMMITTEE MINUTES

5:00 PM September 14, 2023

City Hall 2<sup>nd</sup> Floor Large Conference Room

### **CALL TO ORDER**

Members Present: Councilors Gary Bode and Ron DeValois

Members Absent: Jerry Kuiken with notice

Council Present: Brent Lenssen

Staff Present: Mayor Scott Korthuis; City Administrator John Williams; Public Works Director Jon Hutchings; Programs Manager Mark Sandal; and Office Manager Heather Sytsma

Public Present: Gary Vis

### **ACTION ITEMS**

#### **1. Review Minutes from August 9, 2023**

##### **Action**

***The minutes from August 9, 2023, were recognized and accepted by the Committee.***

#### **2. Affirm Recommendation for Right-of-Way License to Allow Patio Seating and Service for Rustler's Front Street Grill**

The Committee discussed the proposed Right-of-Way license to allow patio seating and service for Rustler's Front Street Grill. Sandal stated that the agreement is in review by the owners of Rustler's, and that once they are satisfied with the agreement, staff will forward to City Council for approval.

##### **Action**

***The Committee concurred that staff should continue the license process through Council to allow patio seating and service for Rustler's Front Street Grill by way of a Right-of-Way License. Motion: De Valois, Second: Lenssen, Confirm: Bode***

### **INFORMATION ITEMS**

#### **3. Preliminary 2024 Capital Project List**

Hutchings distributed the draft 2024 Capital Project List, noting the following projects on the schedule for construction in 2024:

- Pine Street Bridge – the Committee discussed the structure (box culvert) and the distance of the channel to be completed adjacent to the project,

- Lynden High School parking lot rehabilitation – to be done in consideration for right-of-way for Bradley Road improvements,
- Hannegan/1<sup>st</sup> Intersection – dependent upon TIB grant receipt,
- Liberty and Edson Street Sidewalks – federal funds received,
- East Front Street Stabilization (South Side) – the Committee requested to wait on this until repairs are needed beyond the temporary repairs already in place,
- Judson LID Phase 2 – out to bid late 2023,
- Pump Station #4 – new force main to serve future development,
- WWTP Maintenance Building – PWTF loan received, RFQ published, due October 5<sup>th</sup>,
- Community Center – funds received are designated for repairing the heating and cooling systems only,
- Recreation Center – extensive roof and HVAC repairs have been identified; staff does not currently have a clear path forward.

The Committee discussed various areas of traffic congestion, specifically at areas where there is no designated left hand turn lane. Lenssen noted that a turn pocket is needed on Grover Street, heading west, for those turning north onto 1<sup>st</sup> Street. Sandal stated that staff has also looked into turn pockets at the Main and 1<sup>st</sup> Street and Grover and 1<sup>st</sup> Street intersections. Hutchings noted that a future proposed project is left-hand turn lane for those turning from Hannegan onto Riverview Road but noted that signage (“Left Turns Ahead”) could be added in the meantime.

#### **4. Preliminary List of 2024 Equipment Replacements**

Hutchings distributed the proposed equipment / vehicle replacement list. He noted that Ecology grant will fund three-quarters of the cost of a new sweeper, which is budgeted to cost \$400,000.

Hutchings summarized the Water and Wastewater Treatment Plants list of major maintenance and repair, noting these are needed to ensure ongoing function at both plants. He added that the contract for advancing the Wastewater Treatment Plant Capacity Upgrades will be coming to the next meeting.

#### **5. Preliminary List of 2024 Capital Facilities Improvements**

Hutchings distributed the list of facility repairs and maintenance.

#### **6. Proposed 2024 Utility Rate Increases**

This item was not discussed.

#### **7. Schedule for Pending Local Improvement Districts – Pump Station #17 and Guide Meridian Sewer**

Sandal explained that Pump Station #17 was designed to service property west towards Berthusen and Birch Bay Lynden Roads, and a special assessment area (assessed by Equivalent Residential Unit) needs to be developed for future connections. Staff will start determining costs once final project pricing is received.

Sandal said Guide Sewer, of which bids were just opened and Faber Construction was low bidder, will be another assessment area. This will include Front Street, north on the west side of Guide Meridian, boring under at the north property line of AM/PM before continuing north to 8329 Guide Meridian. He noted that existing businesses are eager to

connect, and AM/PM has already signed their “Septic to Sewer” form. Sandal stated that the assessment on this will be per acre.

#### **8. Projects Update**

The Committee briefly reviewed the current projects.

Sandal noted that the 3<sup>rd</sup>/Main/Depot Intersection pre-construction meeting was held today. Granite Construction is planning to start Monday September 25<sup>th</sup>. Work will be done at night with paving scheduled to be completed the week of October 2<sup>nd</sup>.

#### **NEW BUSINESS:**

#### **9. Resolution No. 23-1081 Approving City of Lynden Use of Clean Water State Revolving Funds and Stormwater Financial Assistance under Agreement Number WQC-2024-LyndPW-00002 for Construction of Judson Street Downtown LID Demonstration Project – Phase 3**

The Committee discussed the Judson project, noting that Phase 1 turned out very nice and they are looking forward to phases 2 and 3.

##### **Action**

***The Committee concurred to forward Resolution No. 23-1081 to City Council for approval.***

#### **10. Revisit Ordinance No. 23-1667 Parking and Loading**

Williams reminded the Committee of the decision made in March 2023, to open Evergreen Street to on-street parking at the request of local businesses. Williams explained that other businesses in the area with large trucks are having problems turning at the corner of Evergreen Street and Agronomy Way. Williams also noted that the “No Parking” signs are still in place. Williams and Hutchings said they will clarify the length of curb where parking will be restricted and then staff can move signs and paint the curb red in this area.

##### **Action**

***The Committee concurred that staff should move the No Parking signs to limit parking near the corner of Agronomy Way and Evergreen Street and to paint the curb red in that same area.***

#### **11. Request for Pedestrian Actuated Crosswalk on Depot Road at Trail Project**

Korthuis stated that he and Council members had received a request from a citizen for a pedestrian-activated flashing lights at the crosswalk on Depot Road that will connect sections of the Jim Kaemingk Trail. He then explained that these will be installed with Phase 3 in 2024.

**ADJOURNMENT:** The meeting was adjourned at 6:20 pm.

**NEXT MEETING:** October 4, 2023