

CITY OF LYNDEN

PUBLIC WORKS DEPARTMENT

Main Number: (360) 354-3446



Public Works Committee Meeting Agenda

City Hall - 300 Fourth Street

4:00 PM October 04, 2023

Call to Order

Action Items

- [1.](#) Approve Minutes from September 14, 2023
- [2.](#) Parking on Judson - Toby Janzen

Information Items

- [3.](#) Lead Line Inventory Required by Environmental Protection Agency via Department of Health
Utility Technicians are actively surveying City waterlines. Mailers will be sent to homes built prior to 1988 with survey for water pipe materials. Reporting deadline is October 2024.
- [4.](#) Projects Update

New Business

Adjournment

Next Meeting: November 8, 2023



PUBLIC WORKS COMMITTEE MINUTES

5:00 PM September 14, 2023
City Hall 2nd 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/1st 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 5th,
- 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 1st Street. Sandal stated that staff has also looked into turn pockets at the Main and 1st Street and Grover and 1st 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 3rd/Main/Depot Intersection pre-construction meeting was held today. Granite Construction is planning to start Monday September 25th. Work will be done at night with paving scheduled to be completed the week of October 2nd.

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

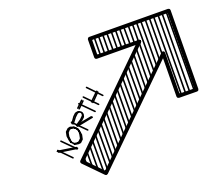
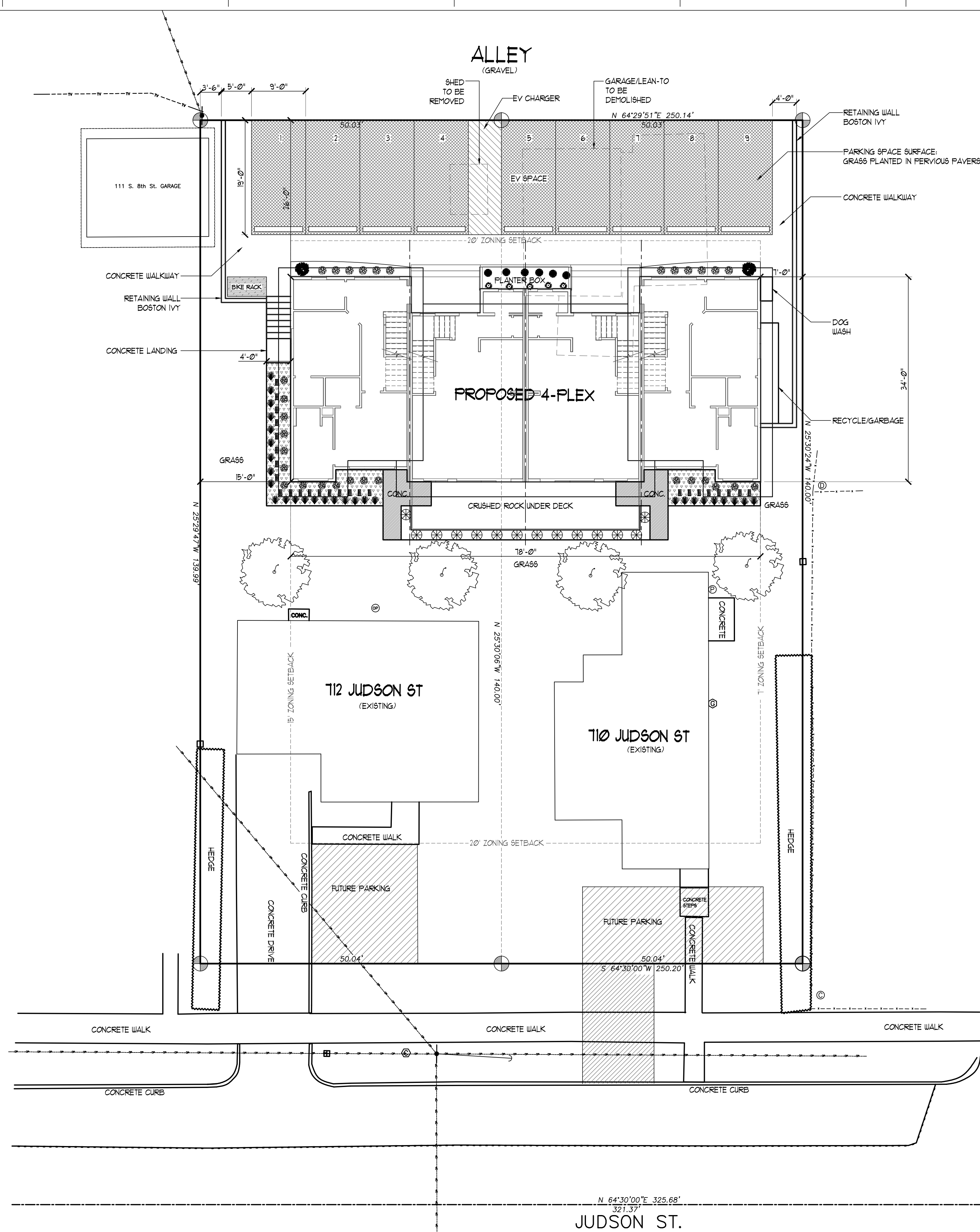
The Committee concurred that staff should move the No Parking signs to limit parking near the corner of Agronomy Way and Evergreen Street and to paint the curb red in that same area.

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



LANDSCAPE PLAN

1" = 10'-0"

NOTES:

- NO SURVEY HAS BEEN PROVIDED. OWNER & CONTRACTOR TO ASSUME ALL RESPONSIBILITY FOR LOCATING EXISTING UTILITIES, ADAPTING STRUCTURE TO EXISTING TOPOGRAPHY, AND ENSURING THAT PROPER SETBACKS ARE MAINTAINED. SHOWN SITE INFORMATION HAS BEEN GATHERED FROM THE CLIENT, THE CLIENT'S CONSULTANTS, AND THE COUNTY'S ASSESSOR WEBSITE ONLY, AND MUST BE VERIFIED ON SITE PRIOR TO CONSTRUCTION.
- NOTIFY ANC DESIGN OF ANY DISCREPANCIES BETWEEN THIS SITE PLAN AND ACTUAL CONDITIONS, WHICH MAY IMPACT THE OVERALL DESIGN OR FUNCTIONALITY OF THE PROJECT.

	BOSTON IVY
	GRASS PLANTED IN PERVIOUS PAVERS
	FLOWER BED
	CEDAR HEDGE
	ILEX SKY PENCIL
	MEXICAN FEATHER GRASS
	LIMELIGHT HYDRANGEA
	HEAVENLY BAMBOO NANDINA
	ENGLISH LAVENDER
	HINKO CYPRESS
	KATSURA

NOTE: ALL PLANTINGS WILL BE 1 GALLON AND ALL TREES WILL BE 1" THICK CALIPER

LAND USE INFORMATION:	
JURISDICTION:	CITY OF LYNDEN
ADDRESS:	110 & 112 Judson St. Lynden, Washington
PARCEL NUMBER:	400320 189213 400320 189214
LEGAL DESCRIPTION:	LYNDEN LOT 2 BLK 1 LYNDEN LOT 3 BLK 1
ZONING:	RM2 - Residential Multi-Family 2
LOT SIZE:	1005 SQ. FT. (EACH)



Brett Van Andel
brett@anc-design.com
www.anc-design.com

360.215.1117 (P)
360.933.7479 (F)

16593 McLean Rd
Mount Vernon, WA 98273

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PRELIMINARY
NOT FOR
CONSTRUCTION

Schematic Drawings
JANZEN 4-PLEX
110-112 Judson Street
Lynden, Washington

NO.	REVISIONS	DATE

JOB: 23-012
PREPARED BY: BV
DATE: 1/18/23

SCALE: See Plan
AFN: 400320-189213

DRAWING TITLE

**Landscape
Plan**

COPYRIGHT 2023 ANC Design

DRAWING

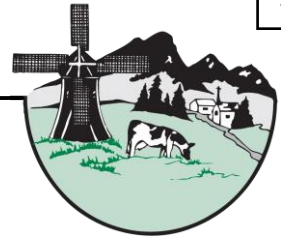
A1.2

10' 9' 8' 7' 6' 5' 4' 3' 2' 1' 0' 1' 2' 3' 4' 5' 6' 7' 8' 9' 10' (IF DRAWING IMAGE IS OTHER THAN 21" X 33" IT HAS BEEN REDUCED, OR ENLARGED, AND MUST BE SCALED ACCORDINGLY.)

CITY OF LYNDEN

PUBLIC WORKS DEPARTMENT

Jon Hutchings, Public Works Director
(360) 354 - 3446



Date

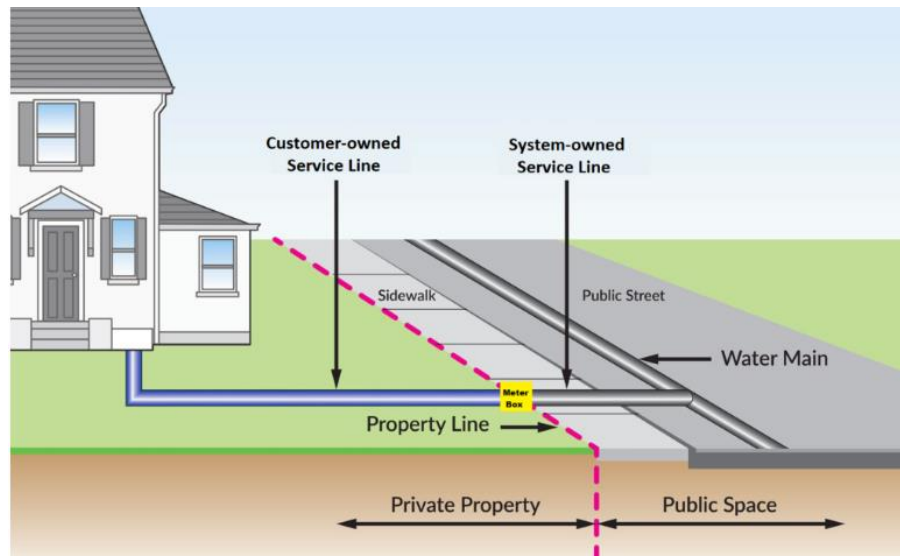
Name

Address

Lynden, WA 98264,

RE: Customer Plumbing Survey

All water systems have been required by the Environmental Protection Agency (EPA) to perform a lead service line inventory. The City is required to determine the material of each service line in the water system. The service line is the line that runs from the main to the meter (owned by the City) and from the meter to the home (owned by the homeowner).



The City of Lynden has never used lead in service lines. However, homes built before 1988 could have lead in the customer-owned portion of the service line (between the water meter and the house). You are receiving this notice because, according to City records, your home was built before 1988.

Please complete the enclosed postcard and return OR scan this QR code for the online version. Thank you for your participation.

Regards,

Jon Hutchings
Public Works Director

Name: _____

Address: _____

Phone: _____

Email: _____

Year home was built: _____

Have you ever replaced the service line?

YES ☐ NO ☐

If yes, Year replaced: _____

Service line material:Lead ☐Galvanized ☐Copper Plastic/PVC ☐Other: ☐ _____Comments:

Name: _____

Address: _____

Phone: _____

Email: _____

Year home was built: _____

Have you ever replaced the service line?

YES ☐ NO ☐

If yes, Year replaced: _____

Service line material:Lead ☐Galvanized ☐Copper Plastic/PVC ☐Other: ☐ _____Comments:

Name: _____

Address: _____

Phone: _____

Email: _____

Year home was built: _____

Have you ever replaced the service line?

YES ☐ NO ☐

If yes, Year replaced: _____

Service line material:Lead ☐Galvanized ☐Copper Plastic/PVC ☐Other: ☐ _____Comments:

Name: _____

Address: _____

Phone: _____

Email: _____

Year home was built: _____

Have you ever replaced the service line?

YES ☐ NO ☐

If yes, Year replaced: _____

Service line material:Lead ☐Galvanized ☐Copper Plastic/PVC ☐Other: ☐ _____Comments:

Projects Update – October 4, 2023

Under Construction

- Jim Kaemingk Trail Extension – Bank stabilization work is occurring.
- 3rd/Main/Depot Intersection – Work started October 2nd and will occur nightly from 8 pm to 5 am for three weeks.

Starting Construction

- Guide Sewer Extension – Work to start October 9th and is scheduled to occur nightly from 9 pm to 5 am for approximately 6 weeks.

In Design

- Cedar Drive Sewer and Overlay – Project design is ongoing.
- Judson 9th – Scheduled to bid by the end of 2023.
- WWTP Maintenance Building – RFQ due October 5th.