

CITY OF LYNDEN

PUBLIC WORKS DEPARTMENT

Main Number: (360) 354-3446



Public Works Committee Meeting Agenda

Microsoft Teams Virtual Meeting

City Hall - 300 Fourth Street

4:15 PM October 07, 2020

Call to Order

Action Items

- [1.](#) Approve Minutes from September 9, 2020
- [2.](#) 2021 Budget Review: Capital Projects
- [3.](#) Development Standards Revisions

Information Items

- [4.](#) COVID-19 Wastewater Testing Status Update
5. Department of Ecology Grant Applications - Final Budget
 - 1) Northwest Washington Fairgrounds Stormwater
 - 2) Judson Street Low Impact Development (Construction Phase 1: 8th Street and Alleys)
6. Lynden Recreation Center (Old YMCA)
- [7.](#) PROJECT - 17th Street Extension
8. PROJECT - Berthusen Park Restrooms
9. PROJECT - Cured In Place Pipe (CIPP)
Support to proceed directly to Council upon receipt of favorable bids.
10. PROJECT - Industrial Condensate Outfall
11. PROJECT - Jim Kaemingk Sr. Trail Gap - Depot Road to Main Street
12. PROJECT - Guide Meridian Pump Station

Adjournment

Next Meeting: November 8, 2020

CITY OF LYNDEN

PUBLIC WORKS DEPARTMENT
360-354-3446



PUBLIC WORKS COMMITTEE MINUTES

4:15 PM September 9, 2020
Microsoft Teams Virtual Meeting
City Hall 2nd Floor Large Conference Room

1. ROLL CALL

Members Present: Mayor Scott Korthuis; Councilors Gary Bode, Ron De Valois

Members Absent: Gerald Kuiken with notice

Staff Present: Public Works Director Steve Banham, Programs Manager Mark Sandal, Sr. Admin. Assistant Miriam Kentner

Public Present: Gary Vis, Crystal Mannino, Ben Stuit

2. ACTION ITEMS

A. **Approve Minutes from August 5, 2020**

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

Action

The minutes from August 5, 2020 were approved.

B. **Reconfigure Parking on Bluestem Street**

Bode introduced Crystal Mannino, resident at 2232 Bluestem Street (of North Prairie Cottages). Mannino approached the Committee to request assistance on what can be done to alleviate her parking concerns on Bluestem Street north of Aaron. Mannino was appreciative of Code Enforcement's involvement with making sure cars are being moved and not stored on city streets. Mannino also wanted to express appreciation and thank the City Crew for the newly painted area around the fire hydrants.

Bode agreed that the area is congested due to the expanded growth and stated most housing units have more than one vehicle. Bode also stated the original code was designed for one vehicle per dwelling unit.

Staff Note: LMC 19.51.040 requires 2 parking spaces per dwelling unit. If an enclosed single car garage is provided a minimum of 2 outside parking spaces must be provided. If an enclosed garage for two or more vehicles is provided, a minimum of one parking space must be provided. This applies to single family units, duplex units, and townhomes. Multi-family dwelling units must provide 2 parking spaces per dwelling unit for buildings up to 25 units. The exception is retirement / age-restricted housing or assisted living developments which must provide only one parking space per unit.

Banham reminded the Committee that this street previously had speed complaints and the parking has a traffic calming effect. He stated that painting the northeast curb line for about 20 feet just before the curve might help with sight distance concerns.

The Committee also discussed the possibility of adding restricted parking during certain hours of the day.

Action

The Public Works Committee concurred to support painting the curb and recommended that staff review different parking ideas to help alleviate congestion and to facilitate emergency vehicle response.

The Public Works Committee also recommended that Mannino approach her HOA and suggest they install a “No Outlet” sign for the private street to alleviate people driving down and turning around needlessly.

C. Request for Raised Crosswalks at Isom Elementary and Lynden High School

Banham stated that staff received a request from Kathy Harrigan, a Lynden resident, asking for a raised crosswalk to be installed at Isom Elementary and Lynden High School. The Committee discussed how the current use of snowplows damage raised crosswalks and proposed flashing lights instead. Banham explained the crew is planning on installing flashing school zone lights and relocating radar speed signs (*from 14th Street*) to westbound Bradley Road and southbound Benson Road. Banham also mentioned that the Police Departments radar trailer can be deployed in response to speeding complaints and it was used recently on detour routes associated with the Grover Street repaving project.

The Public Works Committee recommended against installing raised crosswalk because of the concerns about plowing and emergency vehicle response on collector routes. However, the Committee supported the installation of flashing school zone lights/radar speed signs on Bradley Road (westbound) and on Benson Road (southbound).

D. DLBA Request for Artwork in 3rd Street Flower Bed

Banham presented a request from the Downtown Lynden Business Association (DLBA) to install artwork in the 3rd Street flower bed that has the Lynden Logo. This logo is similar to what is placed in the 7th Street flower bed.

Action

The Public Works Committee concurred to support the Downtown Lynden Business Association to install new artwork like that on 7th Street.

E. Developer Agreement and Covenant for Street and Utility Improvements for Stuit Property on Flynn Road

Banham introduced Ben Stuit, applicant for a Short Plat on Flynn Road. Banham presented the Committee with a map showing the Stuit Short Plat areas involved. Stuit and his attorney have asked the City for approval to move forward with the development. Future road and waterline improvements to Flynn Road will be covered in a Development Agreement which would tie the improvements to future development of a multifamily lot. Flynn Road is not built to standard and the existing waterline also does not be City standards. The developer may also request a variance to the three quarter-

width street standard since the road turns to gravel south at the County. The Committee also discussed future sewer service to the property from a sewer lift station being proposed for 2021. Banham stated that reserve funds are available if a pump station is to be built.

Action

The Public Works Committee concurred to support a Developer Agreement and Covenant for the Stuit Short Plat and recommended that staff work with Stuit and his attorney to prepare the Developer Agreement and Covenant. Once reviewed these agreements will be brought to City Council for approval.

F. Pepin Lite – Erdmann Property Purchase (DOE Grant/Loan-Eligible Item)

Banham requested support for the purchase of the Erdman property at 1625 Main Street. The Committee discussed the history and condition of the existing dilapidated building. Korthuis recommended that any purchase price also include the cost of demolition of the structures. The Committee supported this recommendation.

Action

The Public Works Committee concurred and recommended that staff proceed with exploring purchase of the Erdmann Property not to exceed \$300,000.

G. Guide Meridian Pump Station – Amendment to General Sewer Plan / City Latecomer Agreement

Banham presented a map of the Pump Station Basins and the Committee discussed the Amendment to the General Sewer Plan / City Latecomer Agreement.

Action

The Public Works Committee concurred to support the amendment to the General Sewer Plan and have staff develop a City Latecomer Agreement for the South Guide Meridian Sewer Pump Station.

3. INFORMATION ITEMS

A. Boulder Park Contract Renewal

Banham explained that the original agreement for biosolids hauling became effective January 1, 2012 and expired December 31, 2015. An amendment to the agreement was signed in 2015 for an additional three years. An updated agreement is will be presented to Council for an additional three-year extension.

B. Airport Items

Banham stated that the WSDOT funded (95%) airport pavement maintenance work is to begin the end of this week (September 11th) and installation of the PAPI lights is dependent upon equipment delivery to the contractor - currently scheduled for mid-October.

Banham stated that staff will be including the tree trimming of the runway glide slope east of Depot in the 2021 budget: the trees were last trimmed in 2009.

C. COVID-19 Wastewater Testing Status Update

Preliminary Covid-19 test results from the testing of the City's wastewater system have been received and were shared with the committee. Staff will continue to monitor trends and coordinate with other agencies doing similar testing.

D. IceWorx Vending Machine Placed Downtown, Continued

Staff and the Committee discussed the use of public property for private businesses, the Committee concurred that there is concern regarding this. Bode suggested that Jansen work with private property owners in the downtown to find a location for his ice machine.

E. 2021 Public Works Budget

Banham distributed the 2021 Public Works Capital Project "Placemat" and noted that there will be further discussion about adding pedestrian facilities on Northwood, per the comment at the last City Council meeting. He stated that this is for Committee review and comment as it is still under review.

F. County/Army Corps Levee Repairs Behind WWTP

Banham explained that the repair projects are for the levee behind the Wastewater Treatment Plant and are expected to be completed in the summer of 2021. There are two separate projects, one by the County and the other by the Army Corp of Engineers. There may be some minimal contribution from the water and sewer utilities expected from the City as the sewer plant and water plant backwash lagoon will benefit.

G. PROJECT: 17th Street Extension

Banham presented a map showing the potential application of a City latecomers' agreement for the undeveloped properties at the north end of 17th Street (new street section).

H. PROJECT: East Grover Overlay

Sandal stated the East Grover Overlay project is mostly completed and both Banham and Sandal expressed their satisfaction with the work performed by Colacurcio Brothers Construction.

I. PROJECT: Benson Road Pedestrian Improvements

Banham stated the Benson Road Pedestrian Improvements project is mostly complete, and the public has begun using the new sidewalk.

J. PROJECT: Berthusen Park Restrooms

Banham stated that the bid for the Berthusen Park Restrooms project was awarded to Tiger Construction and demolition on the current restroom is expected to begin soon. Arrival of the prefab building is expected to take place in early October.

K. PROJECT: Cured in Place Pipe (CIPP)

Banham stated that currently staff is working on two projects for bids that will install cured in place pipe (CIPP) liners within existing pipes: a) the Sewer Main Line between 10th Street and BC Ave between Liberty and Glenning and b) the Industrial Condensate Line (in the old abandoned raw water line) from Riverview Road to Hannegan Road.

L. PROJECT: Industrial Condensate Outfall

Banham stated that revised permits have been resubmitted for review by the Army Corps of Engineers and the federal agencies. Stall is also submitting Whatcom County permits for review concurrently.

M. PROJECT: Jim Kaemingk Sr. Trail Gap – Depot Road to Main Street

Banham stated that the consultant is preparing an online presentation for September 21st to the Washington Recreation and Conservation Office (RCO) Board. This will be the City's third attempt at obtaining funding for the Jim Kaemingk Sr. Trail Gap project. The Mayor will be participating in the presentation and staff should know the results by the end of October. Staff is currently working on obtaining all the necessary permits so the construction can begin in 2021.

NEW BUSINESS

1) Concern Regarding Stormwater Inspection Requirements

Bode stated he was approached by a resident who expressed concern regarding the stormwater facility inspection requirements for single family residential construction. Sandal stated he would follow up with staff regarding the inspection standards.

2) Electric Car Charging Station

The Committee discussed electric car charging stations on City property prompted by a request from the Inn at Lynden. The Committee suggested possibly locating this on 5th Street in front of Inn as it is their request and they would be the primary benefactor. The station would be owned and operated by the Inn in a franchise agreement with the City. The committee concurred their preference is for placing charging stations on private property.

3) Propose 4:00 PM Start Time for Future Public Works Committee Meetings

The Committee discussed a new start time, and all agreed all future meetings will now start at 4:00 PM.

4) Concern about Phoebe Judson Statue Visibility

Vis advised the Committee that the seated statue of Phoebe Judson on 6th Street near the corner of Front Street is no longer visible due to the placement of the flower trees that are in full bloom. Vis noted that this statue was donated to the City.

The meeting was adjourned at 5:55 p.m.

2021 Public Works Budget

Revenue Projections & Major Initiatives

MAJOR CAPITAL PROJECTS

The projects listed below are the major projects from the 2021 Public Works Project Funding Spreadsheet which shows planned capital projects with the proposed funding sources.

1. **Pepin Creek - Main Street Bridge Construction**
 In 2021 a \$3M State Commerce Department Grant (2018) will be used to construct a new bridge on Main Street. This bridge will cross over the future realigned Pepin Creek which must be slightly skewed to connect the two properties previously acquired by the City for the relocating Double Ditch water into Pepin Creek. **\$2,930,000**

2. **Pepin Creek Channel Design**
 This design work on "Pepin Lite" is funded by a DOE Clean Water loan. The design that started in 2020 will continue in 2021 with permitting and final design to position the City to construct the lower portion of the realigned Pepin Creek in the 2022 fish window if the City is successful in receiving DOE construction funding. This same funding includes the purchase of two properties (Dickenson and Erdmann). **\$1,150,000**

3. **Pepin Sub-basin Utility Infrastructure**
 With the planned removal of the Building Moratorium in 2021, the City is budgeting for the necessary utility infrastructure to support the development within this basin. The largest expected utility cost is a sewer pump station that the city plans to construct with a City initiated Latecomer Agreement. Also included is professional services for design coordination on water and stormwater infrastructure. **\$1,332,000**

4. **Industrial Condensate Pipe from Riverview to Nooksack Outfall**
 This is the construction of the final phase (of 4) of the project to pipe the existing Darigold industrial condensate to a new outfall across from the City's water intake. This allows the City to claim this foreign water as an offset to its withdrawal from the Nooksack River through an agreement with Darigold. Final Design and permitting in 2020 will allow this construction to be completed within the 2021 Fish window between July 15 and September 31. This will be partially funded through the remaining State Commerce Funding. **\$2,560,000**

5. **Nooksack River Managed Aquifer Recharge (MAR) – Design Only**
 This project will provide water right mitigation by removing and infiltrating water from the Nooksack River above Lynden during the winter/spring when instream flows are being met. The MAR facility will be located in a specific hydrogeologic setting where the infiltrated water will provide relatively cool groundwater recharge to the river during the summer/fall. The City applied for a Department of Ecology Streamflow restoration grant which is intended to fund most of this effort. The City is budgeting matching funds for this project along with additional professional services to pursue other water source opportunities for the City in 2021. **\$300,000**

6. **Bender Road Waterline Replacement – Design Only**
 This design project will provide plans and specification to replace old and deteriorated asbestos cement North Lynden Water Association waterline on Bender Road north of Badger with new pipe to City standards. Recurring repairs to this pipe require regular emergency overtime effort by the crew. Construction to be completed as soon as funds are available. **\$40,000**

7. **West Main Improvements/Berthusen Roundabout – Design Only**
 This project received 2022 STBG Federal Funding to construct the roundabout at the west end. In 2021 the remaining federal STP-R Grant with Street funds will be used to advance that design. The intent is to have the design ready to construct in 2022. **\$150,000**

8. **West Front Street Improvements – Grant/Loan Dependent**
 This project would improve West Front Street from the Duffner Ditch bridge to Tromp Road to commercial standards and includes construction of bike/pedestrian facilities. In 2020 we added to the 2018 Port Small Cities Grant work to complete 80% design. Adjacent permitted commercial development is making this improvement critical. This project is on a federally classified route so it could be eligible for Federal economic stimulus funding. The project is dependent on receiving outside grant/loan funding with matching Water (401), Sewer (405), and Stormwater (410) funding for underground utilities. **\$2,936,000**
9. **Foxtail Street Gap Elimination – Construction & CM**
 This project will eliminate a 350-foot gap between Eastwood Way and Bradley Meadows Lane. The property owner has agreed to dedicate ROW if the City constructs a city street and not just a bike/pedestrian trail. The newly constructed middle school and growth in east Lynden have placed more demands on the street system and this will also provide a safer walking route to schools. The City is creating a Latecomer Agreement to include the sidewalks and utilities. **\$520,000**
10. **Vinup Pavement Preservation/ADA Improvements – TIB Grant Dependent Construction**
 This project would resurface Vinup Road from Bradley to Bridgeview using a State Transportation Improvement Board (TIB) Pavement Preservation grant applied for in 2020. The project also includes needed pedestrian improvements to meet current ADA standards, including near the Elementary School. The City is budgeting a \$242K match from Street Arterial, Fund 302, with minor Water (\$5K) and Sewer (\$5K) funding for service adjustments if needed: **\$702,000**
11. **East Front Street Settlement Repair – Construction & CM**
 A portion of the eastbound shoulder of East Front Street in two locations (1st and Lawrence and between Nooksack and Division Streets) is settling resulting in downset and cracking of the pavement. The City retained GeoEngineers to evaluate the problem and identify potential solutions. The settlement is slow, but ongoing and so the City is budgeting to repair this section, likely using a mechanically stabilized earth wall. **\$300,000**
12. **Bradley Road or Northwood Road Pedestrian Improvements – Design**
 Bradley Road currently has a widened shoulder on the south side that provides the only bike and pedestrian access to this busy road running in front of the High School. Northwood Road has seen extensive residential development on both sides, and this narrow old county road does not include any dedicated bicycle or pedestrian facilities. This budget item would design improvements for construction in 2022. **\$70,000**
13. **South Park Waterline and Street Overlay – Design Only**
 This project will prepare the final design documents to replace the undersized and substandard water main under South Park Street from Depot Road to West Park Street. Because of the condition of the street and non-ADA compliant pedestrian facilities, the design will include improvement of the street to City Standards once the waterline is installed. **\$60,000**
14. **Cedar Drive Sewer & Overlay – Design Only**
 This project replaces the travel lanes of a badly deteriorated wide street with poor drainage. The City plans to finalize the design for future construction of sewer line upgrades and a new asphalt overlay of the badly deteriorated travel lanes. **\$70,000**
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15. **Stormwater Decant Facility at Public Works Shop – Construction & CM**
 The City will use DOE Grant Funds (75%) to construct a covered facility to safely dewater and treat sweeper and vector waste. This project is identified in the Stormwater Comprehensive Plan. Currently the City pays per ton to a dispose wet (heavy) vector waste so decant will result in operational savings as well as improved water quality. This project will also provide additional covered storage for materials to protect the water quality of stormwater runoff. **\$1,325,000**

16. Judson Street Low Impact Development Demonstration – Design

The City received a \$120K DOE Stormwater grant in 2018 to design Low Impact Design (LID) stormwater/street improvements south of Front Street to include Judson Street and 8th through 10th Streets. The existing streets are wide and in disrepair and ideal candidates for reconstruction. The design began in 2020 and a grant was prepared for the first phase of construction (8th Street and alleys between 9th and 7th). Completion of the design is planned for 2021 setting up for a 2021 construction. **\$40,000**

17. Guide Meridian South Sewer Pump Station – Design/Construction

This sewer pump station would serve this growing area, including a commercial business and a newly annexed area of Flynn Road and Bay-Lyn Drive that are currently on septic systems. Property owners have inquired about connecting to City sewer for years, and the City intends to create a Latecomer Agreement for these improvements. **\$1,910,000**

18. Cured in Place Pipe Restoration-6th Street – Construction & CM

This project repairs approximately 950 feet of 20-inch and 400 feet of 24-inch deteriorated gravity sewer pipe running under 6th Street from Judson Alley to the WWTP. This critical project is identified as a Capital Improvement Project C-2 in the adopted General Sewer Plan. **\$834,000**

19. Former City Landfill Arsenic Mitigation

The City acquired land east of the former landfill (previously owned by William Devine) in a legal settlement that required mitigation of pollution seeping from the landfill. Past studies found higher than acceptable levels of arsenic. This project will intercept and pump contaminated water to treatment. **\$80,000**

20. Lynden Airport Runway Resurfacing

This WSDOT Grant funded project began in 2020 and crack-sealed, recoated, and re-numbered the runways due to changes in magnetic north. The final striping and grant closeout will be completed in 2021. **\$19,000**

Projects in the process of Closeout:

21. 17 th Street Extension	<i>Projected Balance Remaining: \$80,000</i>
22. Riverview Road Gap (Mitigation Planting Monitoring)	\$15,000
23. Berthusen Park Restroom Road Gap	\$15,000
24. <i>Cured in Place Pipe</i> (BC Avenue and N 8 th Street)	\$45,000
25. WWTP Outfall (Mitigation Planting Monitoring)	\$15,000

Other City Department Funded Projects administered by Public Works:**26. Kaemingk Trail – Depot to 8th**

This project constructs a multi-modal trail section between Depot Road and North 8th Street behind the old Lynden Middle School. The City applied for an RCO grant (3rd try) in 2020. The City plans to acquire property owned by VanderGriend Lumber and begin construction of the trail. **\$550,000**

27. Trail Extension – 17th to Dickenson Park – Design and Permitting

This project will design and permit a multi-modal trail section west from the recently completed trail connector on 17th Street into the recently acquired Dickinson Park. The funding for this project comes from the voter-approved Parks and Trails Tax Levy in 2019. **\$150,000**

28. Fire Station Improvements – Design and Permitting

This project will renovate the existing 4th Street fire station and construct a second floor for restrooms and sleeping quarters. It also includes needed building code and seismic updates. **\$2,530,000**

Other Agency Projects with Public Works Funding or Support:

29. Whatcom County – Lynden Levee Channel Realignment

The County will be working on regrading and repairing the channel upstream of the Army Corps planned levee repairs on the west side of the City WWTP and WTP Backwash Water Lagoon. The County has requested some City match for the repairs which benefit both utilities. **\$40,000**

30. WSDOT – Culvert Replacements – Badger Road (SR-546) at Depot and Bender Roads

The State is scheduled to replace these two culverts with fish passable culverts to comply with a Supreme Court decision. This funding covers anticipated water utility pipe relocations that could be required per franchise agreements. **\$40,000**

31. Northwest WA Fairgrounds Stormwater Low Impact Development Improvements – Design

The design began in 2020 and a grant has been request has been submitted for 2022 construction of the first phase. The City will work with the Whatcom Conservation District who is contributing match engineering service of for this grant. The design will be completed in 2021. **\$30,000**

FACILITIES MAINTENANCE (Fund 001/002, 001/130, Fund 350 and Fund 361)

- **City Hall (51830)** (Repairs and Maintenance) – HVAC service, interior finishes, elevator contract. \$65,000
- **Library (57220)** (Repairs & Maintenance) – Floor coverings. \$15,000
- **Museum (57530)** (Repairs & Maintenance) \$3,500
- **Community Center (57550)** (Repairs & Maintenance) – Seismic retrofit \$50,000
- **Lynden Recreation Center (Former YMCA) (57682)** (Repairs & Maintenance) – Due to the impacts of COVID on the YMCA the City will be transitioning to a new operator of this building. The new operator is proposing some capital improvement to the building. The City is hoping to make some roof repairs at the front of the building and HVAC replacement still needs to be considered. \$55,000
- **Facility Capital Reserve** – Based on the age and extent of capital facilities in the City, staff recommends establishing a reserve fund for capital repairs and replacement. \$20,000

EQUIPMENT RESERVE (Fund 349)

Anticipating the need for lifecycle replacement of equipment, Public Works proposes in 2021 that contributions be made from Operating Funds to the Equipment Reserve Fund that are equal to the depreciation of each piece of high cost equipment. The below listed equipment is proposed to be purchased (replaced) directly from the following funds: 001/011, 401, 405 and 410.

PW Systems:		
o Chevrolet 2500 4x4 (1992)		55,000
o 5-Yard Dump Truck (1992)		150,000
o Bucket Truck (1992)		65,000
o Backhoe (1998)		125,000
PW Operations:		None
PW Administration:		None
Total		\$395,000

STREETS**Transportation Benefit District (Fund 163)**

	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Proposed</u>
TBD Revenue:	644,483	642,879	600,000 ¹	\$550,000
Ending Fund Balance (2020 estimated)	995,138	1,326,022	1,295,000 ²	

Planned TBD Funded Expenses (Operating Transfers) – refer to Project Funding Spreadsheet

• 17 th Street Extension (Construction) (Shared with 302,401,405 & 410)				40,000
• Foxtail Gap Elimination				440,200
• Vinup Pavement Preservation/ADA (Prof. Services & Construction)				252,000
• East Front Street Settlement Repair (Prof. Services & Construction)				280,000
• Cedar Drive Sewer & Overlay (Prof. Services & Construction)				24,000
			Total	\$1,036,200
• CERB Fund Loan Repayment (5 th Street)				36,622

Transportation Impact (Fund 302)

	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Proposed</u>
Impact Fee Revenue:	711,879	291,756	600,000 ³	\$300,000
Ending Fund Balance (2020 estimated)	985,955	1,012,217	1,805,000 ⁴	

Planned Arterial Street (Impact Fee) Expenses - refer to Project Funding Spreadsheet

• Riverview Road (remaining in 2020) (Prof. Services & Construction)				15,000
• Pepin Creek – Main Street Bridge				70,000
• 17 th Street Extension (Construction Closeout) (Shared with 163)				40,000
• West Main Reconstruction/Berthusen Roundabout				106,750
• Bradley Road or Northwood Pedestrian Improvement (Design)				50,000
			Total:	\$281,750

General Fund Streets (Fund 001/011) – Major Expenses

• Sidewalk Repairs				35,000
• Vinup Pavement Preservation (Prof. Services)				20,000
• Bradley Road Pedestrian Improvements (Prof. Services)				20,000
• Sidewalks – ADA Transition Plan (Prof. Services)				30,000
• Cedar Drive Sewer and Overlay				30,000
• Port Economic Development Fund Grant Match (50/50) (Prof. Services)				20,000
			Total:	\$155,000

¹ Jun 2020 YTD TBD Revenue is \$288,653² Assumes \$550K spent on 17th Street Rehabilitation in 2020³ Jun 2020 YTD Impact Fee Revenue is \$53,593

WATER UTILITY (Fund 401)

Revenue Projection

Staff proposes **No** increase in monthly water charges⁵ and a **2%** cost of living increase to Connection Fees.

	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Proposed</u>
Water Sales (Utility Bills):	4,230,441	4,216,615	4,315,050	4,300,947
Water Utility Occupation Tax ⁶	243,304	242,271	230,000	247,116
Water Connection Fees	61,870	51,985	63,107	53,025
Water Debt Reduction (6.5% of sales)	274,630	273,295	280,123	278,761
Water Penalty Charge	0	25,717	25,000	20,000
Investment Interest	0	136,923	95,000	95,000
Water FCI Charges	663,770	663,770	625,000	600,000
Total Water Revenue	\$5,474,015	\$5,610,576	\$5,633,280	\$5,594,849
Ending Fund Balance (2020 estimated)	5,950,206	5,997,894	6,453,000 ⁷	

State Commerce Grant (Placemat Proj. #4) ⁸	173,197	529,566	1,330,000	500,000
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Planned Expenditures - Highlights

Operations (401)

• Miscellaneous SCADA Corrections – QCC	10,000
• WTP Raw Water Organics Probe and Monitor	50,000
Total:	\$60,000

Systems (411)

• Advanced Metering Infrastructure (AMI)	• 170,000
• New AMI Meters	• 400,000
Total:	\$570,000

Water Capital Construction (415) refer to Public Works Project Funding Spreadsheet

• 17 th Street Reconstruction (waterline)	138,000
• W. Front Street Reconstruction	230,000
Total:	\$368,000

WATER SOURCE (Fund 450)

• Water Rights Legal (Professional Services)	100,000
• Industrial Condensate Pipe from Riverview to Outfall (#4) (Match to State Commerce Grant)	2,190,000
• MAR/Water Source Investigation (Professional Services)	150,000
Total:	\$2,440,000

⁵ Except to associations purchasing wholesale water

⁶ Utility started receiving this revenue per 2015 audit. Matching transfer to General Fund.

⁷ Used the July 2020 YTD Fund Balance, but the WTP loan payment in October should be considered.

⁸ Commerce Grant Received into Water Source Fund 450

SEWER UTILITY (Fund 405)**Revenue Projection**

Staff proposes **No** increase in monthly sewer charges and a **2%** cost of living adjustment to the Connection Fees.

	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Proposed</u>
Sewer Service Charges (Utility Bills) ⁹	4,089,615	4,295,026	4,196,407	4,380,927
Sewer Utility Occupation Tax ¹⁰	219,946	228,807	210,000	230,000
Sewer Connections	5,500	6,000	6,000	6,000
Sewer FCI Charges	1,103,796	854,950	850,000	850,000
E. Lynden Sewer FCI Surcharges	369,980	119,149	40,000	40,000
Compost Fees	5,066	6,844	7,000	8,000
Investment Interest		95,733	65,000	0
Other Miscellaneous Revenue	53,418	44,072	45,200	0
Total Sewer Revenue	5,847,321	5,847,321	5,419,607	\$5,514,927
Ending Fund Balance (2020 estimated)	5,108,357	6,936,358	8,335,700 ¹¹	

Planned Significant Expenditures**Operations (405) – Capital Infrastructure**

• Clarifier #2 Gearbox Replacement	60,000
• Influent Pump Station Transfer Switch	15,000
• WWTP VFD Replacement	10,000
• Digester 1 Cover Replacement	160,000
• WWTP On-line Probe (Solitax) – Ditch 1	20,000
• UV Lamps	30,000
• Digester 1 & 2 Fall Restraint Engineering Controls	20,000
• Oxidation Ditch Mixer – Ditch 1	60,000
• Oxidation Ditch Clean/Inspect	50,000
• Digester 2 Clean/Inspect	250,000
Total:	\$675,000

Systems (405/419)

- **None**

Sewer Capital Construction (415) refer to Public Works Project Funding Spreadsheet

• Pepin Sub-basin Pump Station (design & construction)	1,282,000
• W. Front Street Reconstruction (Match to possible grant)	250,000
• Foxtail Street Gap Elimination (sewer main extension)	40,000
• Cedar Drive Sewer and Overlay (Design)	16,000
• New Sewer Lift Station #17 Guide Meridian – Possible Reimbursement Area	1,450,000
• Cured in Place Pipe (6 th Street – Judson to WWTP) (Prof. Services & Construction)	834,000

⁹ Includes penalty charges

¹⁰ Utility started receiving this revenue per 2015 audit. Matching transfer to General Fund.

¹¹ Used the June 2020 YTD Fund Balance.

• Sewer Outfall Repair/Replacement Project (<i>Mitigation Planting Monitoring</i>)	15,000
Total:	3,887,000

STORMWATER (Fund 410)

Revenue Projection

Staff is proposing a 5% adjustment to both the Connection Fees and Service Charges because of increased operating and capital costs. A special assessment area charge is also being considered for the Pepin Creek basin.

	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Proposed</u>
Drainage Service Charges (Utility Bills):	625,076	668,869	600,000	650,000
Utility Occupation Tax	37,584	40,185	35,000	35,000
DOE Stormwater Grants ¹²	32,920	17,080	317,314	844,063
WSDOT Grant	113,584	0	0	0
Commerce Grant		0	345,000	210,000
Drainage Charge Penalty	4,699	4,462	4,000	4,500
Space/Facilities Lease	0	250	0	0
Miscellaneous	0	335	0	0
Total Stormwater Revenue	639,057	628,461	614,000	\$1,743,563
Ending Fund Balance (<i>2018 estimated</i>)	494,598	280,272	397,000 ¹³	

Planned Significant Expenditures

• West Front Street Reconstruction (<i>Prof. Services & Construction</i>) (<i>Grant Dependent</i>)	50,000
• Stormwater Decant Facility at PW Shop (<i>DOE Grant Match</i>) (<i>Prof. Services & Construction</i>)	240,470
• Judson Street LID Demonstration Project (<i>DOE Grant</i>) (<i>Design only</i>)	40,000
• NW Fairground Stormwater Improvement (<i>WCD and DOE Grant</i>) (<i>Design Only</i>)	30,000
• NPDES Phase II Implementation (<i>Prof. Services</i>)	40,000
• Regional Water Quality Monitoring (NPDES Permit) (<i>Prof. Services</i>)	10,000
Total:	\$410,470

¹² The 2020 budget includes approved DOE Stormwater grants for Judson Street LID Demonstration design (\$120K), Fairgrounds Improvement (\$96K), PW Shop Decant Facility (\$964,063K), and a DOE Capacity Grant (\$50K).

¹³ Used the July 2020 YTD Fund Balance

AIRPORT (Fund 420)

Revenue Projection

We are proposing to do a cost of living increase on Airport Access Fees in 2020 (last raised in 2017). Fuel sales are priced with the market which is typically about \$1.00/gallon over wholesale price.

	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Proposed</u>
Fuel Sales	53,105	60,837	50,000	\$55,000
Access Fees/Leases	10,796	11,143	11,350	\$11,850
Operating Transfer (General Fund)	0	26,940	22,051	\$1,400
Grant (WSDOT) <i>Received in 2020</i>	0	0	140,600	\$19,000
Total Airport Revenue	57,314	98,920	224,001	\$87,250

Planned Significant Expenditures

- Fuel Purchases \$40,000
- Complete Runway Restriping (WSDOT Grant) \$19,000

**PROJECT MANUAL
FOR
ENGINEERING DESIGN
AND
DEVELOPMENT STANDARDS**

**REVISIONS AND LIST OF REVISED
FIGURES**

Version 1.3, September, 2020

CITY OF LYNDEN

**Public Works Department
300 4th Street
Lynden, Washington 98264**

**Phone (360) 354-3446
Fax (360) 354-8951**

The Project Manual for Engineering Design and Development Standards, Version 1.3, September 2020 contains revisions from previous versions.

Attached are revisions to the previous Version 1.3. Revisions, changes, additions and edits completed in the production of Version 1.3 are contained within the body of the text. These alterations are indicated with a revision line (change line) on the side margin of the page. Various formatting changes which do not affect the meaning or intent of the Standards may not be indicated, as these changes merely facilitate ease of reading. The following is a list of revised text by division.

LIST OF REVISED TEXT BY DIVISION:

DIVISION 2 APPLICANT CHECKLIST

Full Section Revision.

DIVISION 3 CONSTRUCTION PLAN REQUIREMENTS

- | | |
|------------------------|---|
| Section 3.1.B.9 | Added Section requiring designation of all facilities as publicly or privately owned on all development plans. |
| Section 3.1.C | Updated title of section 3.2. |
| Section 3.2 | Updated RCW and WAC references. |

DIVISION 4 STREET DESIGN STANDARDS

- | | |
|------------------------|---|
| Section 4.3.B.2 | Added section to clarify private bridge requirements. Renumbered following points 5-9. |
| Section 4.4.A | Updated HMA terminology. |
| Section 4.4.B | Updated HMA terminology. |
| Section 4.4.C1 | Updated WSDOT section reference. |
| Section 4.6.A | Added note that design speed shall be 10 mph over posted speed limit. |
| Section 4.6.B | Updated figure references, and added WSDOT design manual references. |
| Section 4.7.B | Updated WSDOT design references. |
| Section 4.8.B | Added requirement for curbline radius at bulb intersections. |
| Section 4.8.D | Added site obstruction requirements. |
| Section 4.9.A | Updated WSDOT Design Manual Reference. |
| Section 4.9.B.1 | Updated WSDOT Design Manual Reference. |
| Section 4.9.C | Updated WSDOT Design Manual Reference. |
| Section 4.13 | Updated figure references. |
| Section 4.13.A | Updated figure references. |
| Section 4.13.D | Removed repeated references. |
| Section 4.13.E | Removed repeated references. |
| Section 4.13.G | Removed repeated references. |
| Section 4.13.J | Added section to require monument data be submitted to the City. |
| Section 4.15 | Full section revision. |

Section 4.16.F	Full section text revision.
Section 4.18	Full section revision.
Section 4.19	Added LED requirement for illumination. Revised allowable luminaires.
Section 4.22.B.3	Updated HMA terminology.
Section 4.22.B.4	Removed Petrotac requirement at joints.
Section 4.23	Added table 4-4 for parking lots.
Section 4.26.1	Updated WSDOT Design Manual reference.
Section 4.26.2	Updated AASHTO Guide reference.
Section 4.26	Updated bike trail width requirement, and reference figure.
Section 4.27	Added City Trail section.

DIVISION 5 SITE ACCESS/DRIVEWAYS

Section 5.5.A	Revised section formatting. Information is unchanged.
Section 5.5.B	Added section for corner clearances from roundabouts, with associated figures and tables.
Section 5.5.C	Added section for corner clearances exceptions.
Section 5.5.D	Added section access points near stop or signalized intersections.

DIVISION 6 WATER DESIGN STANDARDS

Section 6.2.C.3	Revised flow velocity requirements.
Section 6.2.L	Specified material that thrust blocking can be placed against.
Section 6.3.L	Specified that duplexes, triplexes, and fourplexes need to be individually metered.

DIVISION 7 SEWER DESIGN STANDARDS

Section 7.3.D.1	Added requirement for frost free hose bib within 10'-0" of wet well hatch. Added that premanufactured wet wells can be accepted upon approval from the City.
Section 7.4.C.2	Added limit of 2 services on a single 6" sewer service.

DIVISION 8 STORM DRAINAGE AND EROSION CONTROL

Section 8.2.4	Added section to require digital copy of stormwater models to be submitted to the City of Lynden.
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DIVISION 9 STANDARD FORMS

Full Section Revision.

DIVISION 10 PERMIT APPLICATIONS

Full Section Revision.

LIST OF REVISED FIGURES BY DIVISION:

*Note: All figures have been updated to be on the most recent title blocks and using uniform font and text size. Some figures have been renumbered,

DIVISION 4 STREET DESIGN STANDARDS

Figure 4-2

- Updated HMA terminology.
- Added notes 8-10.

Figure 4-3

- Updated HMA terminology.
- Added notes 3,4,6-9.

Figure 4-4

- Updated HMA terminology.
- Added notes 3,4,6-9.

Figure 4-5

- Updated HMA terminology.
- Removed specific shoulder requirements.

Figure 4-6

- Figure added for fill slopes.

Figure 4-7

- Figure added for City trail section.

Figure 4-9

- Updated object height requirements.
- Added 18' distance requirement from drivers' eye to edge of traveled way.

Figure 4-12

- Figure added for monument in pavement.

Figures 4-14 through 4-17

- Updated to current WSDOT standard plan.

Figure 4-21 through 4-27

- Updated to current WSDOT standard plan.

Figure 4-28

- Updated HMA terminology.
- Removed Petrotac requirement.
- Revised note organization for clarity, no note content revisions.

Figure 4-29

- Added figure for path adjacent to curb and gutter.

Figure 4-33

- Added "TYPE 3 END-OF-ROADWAY BARRICADE" figure.

Figure 4-34

- Added "TYPE 1 BOLLARD STANDARD" figure.

Figure 4-35

- Added “STANDARD JOINT AT WIDENED STREET” figure.

Figure 4-36

- Added “CASTINGS OUTSIDE OF HARDENED SURFACE” figure.

DIVISION 5 SITE ACCESS/DRIVEWAYS

Figures 5-1 and 5-2

- Split and revised former detail 5-1 for clarity.
- Updated linework for clarity.

Figure 5-3

- Added “ACCESS POINT DISTANCE FROM ROUNDABOUT” figure.

Figure 5-5

- Updated to current WSDOT standard plan.

DIVISION 6 WATER DESIGN STANDARDS

Figure 6-1

- Updated acceptable hydrants.

Figure 6-2

- Arranged for clarity.

Figure 6-3

- Arranged and updated for clarity.

Figure 6-4

- Arranged and updated for clarity.

Figure 6-7

- Added screw-type adjustment valve box requirement.

Figure 6-9

- Arranged and updated for clarity.

Figure 6-13

- Arranged and updated for clarity.

Figure 6-16

- Arranged and updated for clarity.

Figure 6-17

- Updated to current WSDOT standard plan.

Figure 6-18

- Removed Petrotac requirement.

DIVISION 7 SEWER DESIGN STANDARDS

Figure 7-2

- Updated to current WSDOT standard plan.

Figure 7-3

- Updated to current WSDOT standard plan.

Figure 7-4

- Updated to current WSDOT standard plan.

Figure 7-7

- Updated to current WSDOT standard plan.

Figure 7-8

- Revised to show cleanout information.

Figure 7-9

- Added notes 1-3 to specify additional cleanout requirements.

Figure 7-13

- Updated to current WSDOT standard plan.

Figure 7-14

- Removed Petrotac requirement.

DIVISION 8 STORM DRAINAGE AND EROSION CONTROL**Figure 8-1**

- Updated to current WSDOT standard plan.

Figure 8-2

- Updated to current WSDOT standard plan.

Figures 8-4 through 8-8

- Updated to current WSDOT standard plan.

Figure 8-9

- Revised to show full height hood for thru-curb frame and grate.

Figure 8-10 and 8-11

- Updated to current WSDOT standard plan.

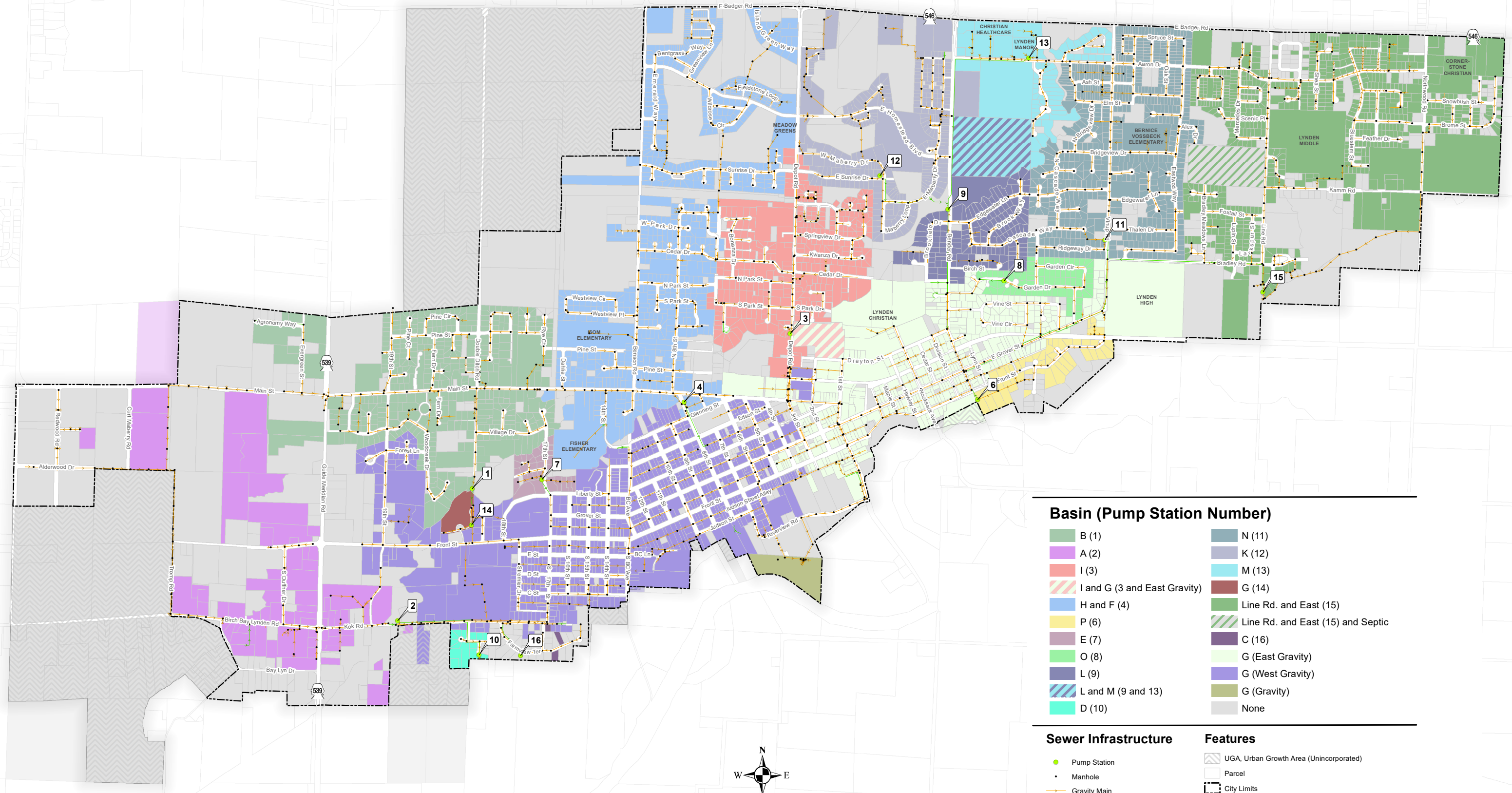
Figure 8-12

- Removed Petrotac requirement.

Flow chart 8-1 and 8-2 were updated to the most recent Stormwater Management Manual for Western Washington.

Pump Station Basins

City of Lynden



Basin (Pump Station Number)	
■	B (1)
■	A (2)
■	I (3)
■	I and G (3 and East Gravity)
■	H and F (4)
■	P (6)
■	E (7)
■	O (8)
■	L (9)
■	L and M (9 and 13)
■	D (10)
■	N (11)
■	K (12)
■	M (13)
■	G (14)
■	Line Rd. and East (15)
■	Line Rd. and East (15) and Septic
■	C (16)
■	G (East Gravity)
■	G (West Gravity)
■	G (Gravity)
■	None




Sewer Infrastructure	Features
● Pump Station	□ UGA, Urban Growth Area (Unincorporated)
● Manhole	□ Parcel
— Gravity Main	□ City Limits
— Pressurized Main	



Date: Friday, July 24, 2020

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Features

-  Road Extension
-  Assessment Area (Water, Sewer, & Sidewalk)
-  Assessment Area (Water, & Sewer)

Properties all in RS-100 (max. density 4 units/acre)



Exhibit: ___