

# Lynden Pepin Creek Financial Mitigation Strategy

Project Scope and Budget | 2019-03-12

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## Project Scope – Phase 1

### TASK 1: PROJECT KICK-OFF & COORDINATION

The consultant team will attend a kick-off meeting with the City's project management team to review timeline, scope, and goals.

The consultant team will provide regular communication with the City's PM to adhere with the project schedule, provide status reports, and address any project management issues.

#### Subtasks

- Kick-off Meeting
- 8 Biweekly Calls

### TASK 2: SEPA MITIGATION FEE STUDY

The consultant team will analyze implementing a SEPA mitigation fee program for the Pepin Creek Subarea. Specifically, we will consider which properties are eligible for SEPA mitigation fees due to potential adverse environmental impacts on both the natural and built environments resulting from new development. The analysis will evaluate and quantify environmental impacts and mitigation measures needed as well as provide a fair and defensible way to allocate fees to properties.

The consultant team will identify whether current City stormwater regulations are sufficient to prevent or lessen the impacts of the significant adverse impacts. If current regulations are not sufficient, we will document how regulations are insufficient to address the significant adverse impacts of development.

#### Subtasks

- List, describe, and evaluate potential environmental impacts from development
- Quantify mitigation measures and connect with scientific/professional literature, including existing stormwater regulations
- Identify effect properties and create formula-based fee schedule
- Document process and findings

## Key Assumptions

- This task relies on reports and data included in the Lynden *Pepin Creek Subarea Plan*
- Onsite and downstream impacts associated with the Pepin Creek Realignment Project are being evaluated by others. These technical studies will be made available to the Consultant team for reference at the outset of this mitigation analysis. The Consultant team will not need to conduct new technical analysis such as hydrologic or hydraulic modeling or other hydraulic calculations to complete the evaluation of impacts and mitigation measures.
- The City will have selected one preferred scenario for the Pepin Creek Realignment Project at the outset of the Consultant team's work on this task.

## TASK 3: LID STUDY

The consultant team will prepare a study and LID boundary recommendation for properties specially benefited by the Pepin Creek project. Once the LID boundary (or potential boundary scenarios) are established, the properties will be segregated into classifications based of zoning, physical factors and highest and best use.

Individual properties in each classification will then be analyzed without (before) and with (after) the proposed Pepin Creek project. The difference in market value (special benefit) will then be extrapolated over similar properties in each classification. Once this is accomplished for all of the properties, special benefit range(s) can be established.

The City can then use the study information to determine the economic viability of forming an LID and the amount of funding that could potentially be derived by an LID.

If it is concluded an LID is viable, a more detailed special benefit/proportionate assessment study could be performed. Any special benefit study scope and budget may be prepared at a later date and not part of this project phase.

### Subtasks

- Establish LID boundaries and identify effected parcels
- Quantify base and additional value for effected parcels
- Prepare summarized value conclusions and study

### Key Assumptions

- City will provide mapping and project information adequate for preliminary analysis before March 29, 2019
  - Descriptive: a general description of the projected that would constructed that identifies which portions would be funded by the LID
  - Data: Excel workbook with property information, including owner, land area, zoning, building improvements, building size(s), and building age(s)
  - Maps: standard and aerial versions showing individual tax parcel and boundary for LID service area
- This study will not be a special benefit study

## TASK 4: STUDY REPORT AND PRESENTATIONS

The consultant team will consolidate the findings from the SEPA mitigation fee and LID analyses and present these findings to City staff. Together, these two pieces will provide the City with our initial findings and recommendations for possible approaches to funding the Pepin Creek Realignment Project. The City will have an opportunity to provide feedback on the initial findings to help provide direction for the final report.

The project team will provide a report to the City with a narrative summary of the analysis of the two potential sources of funds (SEPA Mitigation Fees and LID/ULID), including tabulations of recommended assessments to the affected parcels. Each part of the report will also include a description of the impacts.

### Subtasks

- Integrate initial SEPA mitigation and LID analyses
- Presentation 1: Initial Findings
- Create final report: update SEPA/LID analyses
- Presentation 2: Final Report on or before August 21<sup>st</sup>

### Key Assumptions

- The City will provide the consultant team with consolidated sets of comments, one each for the draft initial findings and the final report
- The engineering team will have key assumptions on or before June 3<sup>rd</sup>

### Deliverables

- Initial findings describing the analysis findings and recommendations in Tasks 2 and 3
- Final Report describing the analysis findings and recommendations in Tasks 2 and 3

## Project Scope – Phase 2

As needed, an additional Task 5: Implementation to assist the City with code and ordinance and to analyze a LID with multiple boundary scenarios and/or increased number of effected parcels.

# Project Budget

	BERK Consulting				Valbridge Property Advisors			Herrera Environmental Consulting									Total Hours and Estimated Cost by Task		
	2019 Hourly Rate	Lisa Grueter, AICP Principal	Jason Hennessy Senior Associate	Kristin Maidt, Senior Associate	Project Analyst	BERK Subtotal Hours and Estimated Cost by Task	Robert Macaulay, MAI Principal	Project Analyst	Valbridge Subtotal Hours and Estimated Cost by Task	Christina Avalio, PE Senior Engineer V	Mark Ewbank Vice President	Matt Fontaine Senior Engineer V	Lindsey Amtmann Senior Planner V	Neil Schaner Engineer II	Eliza Spear Scientist II	Joseph Geigel GIS Analyst II		Robin Saavedra Accounting Admin III	Pam Jackowich Adm Coord IV
<b>Phase 1</b>																			
<b>Task 1: Project Kick-off &amp; On-going Coordination</b>																			
Kick-off Meeting		8	11	8			9			9			9						
Biweekly Calls		4	16	4						4	2						4		
<b>Subtotal</b>		12	27	12	0	51	9	0	9	13	2	0	9	0	0	0	4	0	28
						\$8,565													\$5,103
<b>Task 2: SEPA Mitigation Fee Study</b>																			
List, describe, and evaluate potential environmental impacts from development (include an in-person meeting)		4	20	24						8	1	8	8	8	12				
Quantify mitigation measures and connect to scientific/professional literature		6	24	40						8	1	8	8	8	12				
Identify effect properties and create formula-based fee schedule		2	16	30	30														
Document process and findings		4	16	20	4														
<b>Subtotal</b>		16	76	114	34	240	0	0	0	16	2	16	16	16	24	0	0	0	90
						\$37,400													\$14,434
<b>Task 3: LID Study</b>																			
Establish LID boundaries and identify effected parcels							15	35											
Quantify base and additional value for effected parcels							15	35											
Prepare summarized value conclusions and study		2	6	4			20	30											
<b>Subtotal</b>		2	6	4	0	12	50	100	150	0	0	0	0	0	0	0	0	0	0
						\$1,970													\$0
<b>Task 4: Study Report and Presentations</b>																			
Integrate initial SEPA mitigation and LID analyses		2	4	6			2	2											2
Presentation 1: Initial Findings		8	11	8			9	8		7	1	2	7	2	2	3			2
Create final report: update SEPA/LID analyses		2	4	4			2	2		4									2
Presentation 2: Final Report			11	8			9												2
<b>Subtotal</b>		12	30	26	0	68	22	4	26	11	1	2	7	2	2	3	0	8	36
						\$11,200													\$5,772
<b>Phase 1 Total Estimated Hours</b>		42	139	156	34	371	81	104	185	40	5	18	32	18	26	3	4	8	154
<b>Cost (Hours*Rate)</b>		\$8,820	\$21,545	\$24,180	\$4,590	\$59,135	\$28,350	\$15,600	\$43,950	\$7,566	\$1,283	\$3,445	\$5,933	\$2,516	\$2,848	\$319	\$462	\$936	\$25,309
<b>Phase 1: Subtotal Consultant Cost</b>			\$59,135						\$43,950										\$25,309
<b>Project Expenses @ ~2% of project budget</b>			\$1,183						\$879										\$119
<b>Phase 1: Estimated Project Total</b>			\$60,318						\$44,829										\$25,428
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