



PUBLIC WORKS COMMITTEE MINUTES

4:00 PM November 06, 2024
City Hall 1st Floor Conference Room

CALL TO ORDER

Council Members Present: Gary Bode, Gary Vis, and Brent Lenssen

Staff Present: John Williams, City Administrator, Jon Hutchings, Public Works Director
Mark Sandal, Program Manager, Jennifer Bell, Senior Admin Assistant
Jeff Davis, Utility Technician

Public Present: Jim Vos, Brian Haan, Nathan Zylstra (Reichhardt & Ebe Engineering)

ACTION ITEMS

1. Approve Minutes from October 9, 2024

Action

The minutes from October 9, 2024, were recognized and accepted by the Committee.

2. ADA Transition Plan

Sandal explained the key points of the ADA Transition plan which must be submitted by January 1, 2025, to remain eligible for federal funding programs. The next step is to forward the plan to City Council to set a public hearing for the first meeting in December. Bode asked how this plan impacts the budget. Hutchings responded that some of the identified improvement areas will fall within the normal annual budget for sidewalks, which is usually \$80,000 to \$100,000, and that other improvements will be incorporated into larger projects during design. Elements of the plan will also be incorporated into the City's design standards.

Action

The Committee recommended to forward the ADA Transition Plan to City Council to set a Public Hearing for the first meeting in December.

INFORMATION ITEMS

3. Benson Road and Bradley Road – Project Updates

Hutchings informed the Committee that both these projects are moving forward on schedule, and he wanted to discuss the estimated costs. Nathan Zylstra, the City's engineer from Reichhardt & Ebe Engineering, presented the projects and was available to answer questions.

Bradley Rd – This project is funded by a \$3M grant from the state under the multi-modal program, "Move Ahead WA", meaning it must also include design for bike and pedestrian traffic. Additional funding of \$350K has been secured from a WTA grant. The project is

designed as a 3/4 street improvement which includes curb, gutter, 4-foot buffer strip, and a 10-foot-wide shared use path on the south side of Bradley Rd. The roundabout at Vinup and Bradley will be in a future project with a different source of funding. Hutchings explained that the City is looking at some value engineering by exploring options for cost savings to be able to fit the project within the secured funding amount. The City is also trying to time the project for the least impact to the school. The intention is to go to bid in February 2025.

Benson Rd – This project includes street improvements from Sunrise Drive to Badger Road. Some project challenges include avoiding the ditch on the east side and determining whether property acquisition is needed. Hutchings stated funding of about \$3M has been secured for construction from WSDOT programs. Sandal stated WSDOT is giving the City some flexibility with timing for construction and that their project for a roundabout at Badger Road, scheduled for 2026, would likely be completed prior to the Benson Road project. Hutchings stated the City is looking at value engineering for this project to stay within funding which may include shortening the length of the project. Lenssen suggested the right-of-way acquisition should be factored into the calculation of the Pepin Creek Transportation Impact Fee (TIF).

4. **Stormwater – NPDES Phase II Permit 2024 to 2029 - Overview**

Hutchings stated the City is subject to new requirements from the Department of Ecology who regulate our stormwater permit. Sandal and Davis have been working to update the City's existing and future standards. Davis shared a summary of the new elements. Hutchings noted these changes add an increase in workload for the crew and technicians to track, report, and implement which will need to be considered in the future.

5. **2025 Transportation Capital Program – Committee Questions**

Hutchings offered to answer any questions from the previous meeting and presented the updated Unified Fee Schedule and discussed proposed changes for 2025.

6. **WWTP Expansion Update**

Hutchings provided a status update regarding some corporate reorganization at Trane. He discussed the value engineering decisions to cut costs moving forward, notably that next year the City will solicit bids for the demolition work at the plant and will not be using Trane for this portion of the expansion project. Sandal was able to successfully reallocate some Public Works Trust Fund money from the New Maintenance Building project to be use for this demolition project.

7. **Projects Update**

Sandal informed the Committee of current project status:

- **Cedar Drive Reconstruction** – paving complete. Working on landscaping. He mentioned one property owner is concerned about no sidewalk but a proposal by Bode for striping a wide fog line may provide a solution to the area of concern.
- **New Maintenance Building** – no issues, on schedule. Building delivery tentatively scheduled for December 6th; building construction scheduled to begin December 16th.
- **Judson 9th (Phase 2)** – pervious concrete poured in alley, finishing asphalt week of November 4th, weather permitting. 9th Street phase to start in 2025. Bode asked about the work happening on 10th Street which Sandal explained is just related to the manhole.
- **Community Center** – asbestos removal beginning. HVAC and electrical starting next week. Planning to re-open the center the 1st week of January.

- **Pine Street Bridge** – finalizing four temporary construction easements. Planning to bid in late December.
- **Guide Watermain** – planning for late 2024 bid. Finalizing two easements. Planned to be built via latecomer process.
- **Judson 10th (Phase 3)** – 2025 design and construction in 2026 or 2027. The City will likely need additional outside funding to bring the project to construction.
- **Latecomers Agreements**
 - **Pump Station 17** – investigating connection options. Legal review has indicated the City is unable to remove existing house connection from paying the whole assessment.
 - **Guide Meridian** – Sandal provided an overview of the project area and affected parcels. A latecomer’s agreement is being developed to recover capital costs associated with new construction. Critical areas impact to the affected parcels is under review, so that latecomers are charged only for buildable area.

NEW BUSINESS:

8. **Jim Vos** – Stated he is the Treasurer for a small homeowner’s association for 23 storage units on Mercedes Drive. He noticed when they turn the sprinklers on to water the grass strip during the summer they are charged a metered sewer charge approximately \$200 for the year. He has requested an exemption from this charge as there is only 1 shared bathroom on site and the irrigation water does not enter the sewer but was told by several people at City Hall that the City could not make an exemption to the charges without a change to City code. Vos suggested the department should have the ability to make a judgement call without creating a whole new rate structure but would leave the decision in the City’s hands. Hutchings stating this would be further considered by the department and Lenssen cautioned Public Works to think through all the ramifications a code change may have on others or the City.
9. **Brian Haan** – lives at 200 S. Park Street near the corner of Parkview Dr. He stated he has been talking with the Planning Department regarding a large area of washout along Fishtrap Creek near his property. He mentioned several factors over the past 10 years that have caused erosion in the area, and he estimates the loss of 20-feet of bank. Since the creek is in the City’s right-of-way, he is requesting assistance with shoring the bank to prevent additional erosion. Bode asked whether the City has authority to perform work in the creek. Sandal has looked at this area with the Public Works Superintendent and said he would reach out to the Department of Fish and Wildlife for guidance and to see if they can assist.
10. **Garden Drive Water Replacement Project** – Lenssen asked the status of this project and Sandal said it is currently on hold.
11. **Pepin RAISE Grant** – Williams informed the Committee that the City received a notice that additional RAISE grant funding is available for FY2024 Projects of Merit, of which the City was one. The potential award would be \$4M for planning in the Pepin Creek area.

ADJOURNMENT: The meeting was adjourned at 5:46pm.

NEXT MEETING: December 4, 2024