



## PUBLIC WORKS COMMITTEE MINUTES

4:00 PM May 7, 2025  
City Hall 2<sup>nd</sup> Floor Conference Room

### CALL TO ORDER

Council Members Present: Gary Vis  
Brent Lenssen

Staff Present: Scott Korthuis, Mayor  
John Williams, City Administrator  
Jon Hutchings, Public Works Director  
Mark Sandal, Program Manager  
Jessica King, Senior Admin Assistant  
Jeff Davis, Street Utility Technician

Public Present: none

### ACTION ITEMS

**1. Approve Minutes from April 2, 2025**

Action

*The minutes from April 2, 2025, were recognized and accepted by the Committee.*

**2. Approve Minutes from April 16, 2025 – Special Meeting**

Action

*The minutes from April 16, 2025, were recognized and accepted by the Committee.*

**3. Berthusen - Birch Bay Lynden Rd Intersection Investigation - Review Scope & Budget**

Sandal said the City is working with Pacific Surveying & Engineering to look at the intersection and investigate turning movements, roundabout options, a three way stop, and consider potential right-a-way needs. This Preliminary Engineering work is funded by the City Transportation Benefit District (TBD) Fund. Sandal added that Puget Sound Energy has begun work on adding streetlights on Birch Bay Lynden Rd.

Action

*The Committee agreed to forward as consent agenda to City Council.*

**4. Agreement with Reichardt & Ebe - 6th and Front Street Overlay**

Sandal said this Preliminary Engineering work is funded by TBD and the goals are to replace aging utilities and create an intersection like 7<sup>th</sup> Street.

Action

*The Committee recommended forwarding the agreement to City Council for approval.*

5. **Recommendation to send Bradley Road Bid Award directly to June 2nd City Council**  
Bid opening is scheduled for May 22<sup>nd</sup>. Sandal noted there is funding from Whatcom Transportation Authority (WTA) for \$350,000 in addition to WSDOT grant funding.

Action

*The Committee concurred to bring the Bradley Road Bid Award directly to Council for consent agenda on June 2nd.*

6. **Request to bring 1st and Main Street Bids directly to June 2nd City Council Meeting - contingent on TIB Authorization**

Bid opening is scheduled for May 22<sup>nd</sup>. Sandal reminded the Committee that this project, which involves widening the road to the east, will be funded by TBD funds reallocated from the cancelled Schoolyard Park project. Lenssen asked if this work would be scheduled at night. Sandal confirmed night work, and it would last approximately 20 working days.

Action

*The Committee concurred to bring the 1<sup>st</sup> St and Main St Bid Award directly to City Council for consent agenda on June 2<sup>nd</sup>.*

7. **Agreement with Reichardt & Ebe - 1st & Main Street Overlay - Construction Management**

Action

*The Committee recommended forwarding the agreement to City Council for approval.*

8. **Agreement with Reichardt & Ebe – Bradley Rd - Construction Management**

The committee discussed various aspects of the project. Vis asked if there are detour signs ordered to direct people to KOA. Sandal confirmed that they are being ordered and agreed to reach out to KOA owners regarding impacts from the project.

Action

*The Committee recommended forwarding the agreement to City Council for approval.*

**INFORMATION ITEMS**

9. **Draft Six Year Transportation Improvement Plan (STIP) (2026-2031)**

Hutchings asked the Committee to consider which projects should appear in the 2026-2031 STIP and which projects should be postponed to a later date.

Hutchings said 2025 had the largest TBD budget the City has ever had at \$2M. The City will have \$1.5 million to spend in TBD funds in 2026; however, about 2/3 of that will be committed to debt service and transportation system repair and maintenance. Hutchings said based on these budget projections, there are decisions that need to be made by the Committee about what projects will fit into the City budget and which ones will not.

Vis asked what the Committee's thoughts would be if the Council said to postpone all 2026 projects. Hutchings said it would need to be considered carefully since it could be more expensive to postpone particular projects that the City wishes to revisit at a later date compared to just proceeding with them on their expected timeframes.

Hutchings suggested that the Committee consider what projects could be reviewed for Preliminary Design in 2026 and then postpone their start dates to a later date, depending on funding availability in those future years.

Lenssen suggested picking two or three projects to move forward in 2026 and then reevaluating the budget mid-year 2026 and make adjustments as needed.

Vis suggested considering what the immediate or largest priority projects are to prevent future repairs that would be more expensive if they were postponed and to prioritize the projects that are growth related.

The Committee discussed their top projects that might be considered high priority. These were Grover and 1<sup>st</sup> Street, 6<sup>th</sup> Street and Front Street Overlay, and the Hannegan/Riverview signage, widening and turn lane.

Hutchings suggested that the south of Main Street channel stabilization should be considered a priority, if development of Pepin Subarea is expected to continue. Vis asked the Committee to consider not doing the Pepin Creek projects. The Committee discussed various other options for this project.

Sandal said the goal is to finish the Bradley Rd Project and Pepin Pine Street Bridge by the end of 2025, which would benefit in a lower variable loan rate since the project would be finished sooner.

Discussion will continue at the next committee meeting.

#### **10. WWTP Expansion Update**

Hutchings said the contract was approved for the BioTower Demolition portion of the project and the Notice of Award has been issued.

#### **11. Projects Update**

Sandal informed the Committee of current project status:

- **New Maintenance Building** – On schedule. Substantial completion scheduled for May 28<sup>th</sup>. Sandal asked if there is going to be a ribbon cutting for this project. Williams said there should be one.
- **9<sup>th</sup> and Judson (Phase 2)** – Sandal said this is moving along but the project is a few days behind. Faber was scheduled to complete May 15<sup>th</sup>. This small delay may push completion into the early week of 19<sup>th</sup>.
- **Guide Meridian Water Main** – Bid advertisement begins May 14<sup>th</sup>. Bid opening May 29<sup>th</sup>.
- **Bradley Rd** – First advertisement May 7<sup>th</sup>. Bid opening May 22<sup>nd</sup>.
- **1<sup>st</sup> and Main** – First advertisement May 7<sup>th</sup>. Bid opening May 22<sup>nd</sup>.

#### **NEW BUSINESS:**

**12. Hannegan Right of Way**

**13. Can TBD Funds be used to purchase equipment?**

**ADJOURNMENT:** The meeting adjourned at 5:31 pm.

**NEXT MEETING:** June 04, 2025