

# CITY OF LYNDEN



Mayor  
Scott Korthuis

Council Members  
Gary Bode  
Ron De Valois  
Gerald Kuiken  
Nick H. Laninga  
Brent Lenssen  
Kyle Strengolt  
Mark Wohlrab

City Council Agenda - Regular Meeting  
City Hall Annex, 205 4<sup>th</sup> Street  
June 01, 2020

## **Call to Order**

Council members will participate in this meeting remotely through an online web-based meeting platform. Per Washington State Proclamation 20-28, in-person attendance at meetings is prohibited at this time. Please note there will be no public comment taken at City Council meetings until further notice. Instead, people are respectfully asked and encouraged to submit comments by email to [cityhall@lyndenwa.org](mailto:cityhall@lyndenwa.org).

You may participate telephonically in the council meeting by dialing 1-253-948-9362. At that time you will be prompted to enter the Conference ID: 764 711 394# (*it is necessary to enter the # symbol after entering the numbers*).

Please be aware that callers will be able to hear all other callers and will not be able to provide comments.

## **Pledge of Allegiance**

## **Roll Call**

## **Oath of Office**

## **Approval of Minutes**

[1.](#) Draft Council Minutes- May 18, 2020

## **Items from the Audience**

### ***Scheduled***

### ***Unscheduled (20 Minutes)***

*Audience members may address the Council on any issue other than those scheduled for a public hearing or those on which the public hearing has been closed. Prior to commenting please state your name, address, and topic. Please keep comments under 4 minutes.*

**Consent Agenda**

- [2.](#) Approval of Payroll and Claims
- [3.](#) Whatcom County Jail Use Agreement, Amendment #2
- [4.](#) Reschedule Public Hearing for Resolution No. 1023-Six Year Transportation Improvement Plan

**Public Hearing**

**Unfinished Business**

**New Business**

- [5.](#) 17th Street Extension Project Contract Award

**Other Business**

- [6.](#) Public Safety Draft Minutes- May 7, 2020
- [7.](#) Draft Parks Committee Minutes - May 18, 2020
- [8.](#) Outlook Calendar

**Executive Session**

**Adjournment**

# CITY OF LYNDEN

## EXECUTIVE SUMMARY



<b>Meeting Date:</b>	June 1, 2020	
<b>Name of Agenda Item:</b>	Draft Council Minutes- Regular Meeting	
<b>Section of Agenda:</b>	Approval of Minutes	
<b>Department:</b>	Administration	
<b>Council Committee Review:</b>	<input type="checkbox"/> Community Development <input type="checkbox"/> Public Safety <input type="checkbox"/> Finance <input type="checkbox"/> Public Works <input type="checkbox"/> Parks <input type="checkbox"/> Other: N/A	<b>Legal Review:</b> <input checked="" type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input type="checkbox"/> Review Not Required
<b>Attachments:</b>	Draft Council Minutes- Regular Meeting	
<b>Summary Statement:</b>	Draft Council Minutes- Regular Meeting	
<b>Recommended Action:</b>	For Council review.	

# CITY OF LYNDEN

## CITY COUNCIL MINUTES OF REGULAR MEETING



May 18, 2020

### 1. CALL TO ORDER

Mayor Korthuis called to order the May 18, 2020 regular session of the Lynden City Council at 7:00 p.m. through an online web-based meeting platform (Microsoft Teams).

### ROLL CALL

Members present: Mayor Scott Korthuis and Councilors Gary Bode, Ron De Valois, Jerry Kuiken, Nick Laninga, Kyle Strengholt, and Mark Wohlrab.

Councilor Lenssen joined the online meeting at 7:09 p.m.

Members absent: None

Staff present: Finance Director Anthony Burrows, Fire Chief Mark Billmire, Parks Director Vern Meenderinck, Police Chief Steve Taylor, City Clerk Pam Brown, City Administrator Mike Martin, and City Attorney Bob Carmichael.

### OATH OF OFFICE- None

### APPROVAL OF MINUTES

***Councilor Kuiken moved and Councilor Strengholt seconded to approve the regular council minutes of April 20, 2020. Motion approved on a 7-0 vote.***

***The May 4, 2020 council meeting was canceled due to COVID-19 restrictions.***

### ITEMS FROM THE AUDIENCE

#### Scheduled:

Charles Prosser, chief executive of the PeaceHealth Northwest Network presented council with an update on the status of COVID-19 in relation to St. Joseph's readiness efforts. Mr. Prosser discussed PPD supplies, hospital space and cross-training for hospital staff. Mr. Prosser also stated that the two factors that most positively affected hospital's ability to provide care and not be overwhelmed by a surge were 1) preventative measures such as the stay home stay healthy

# CITY OF LYNDEN

CITY COUNCIL  
MINUTES OF REGULAR MEETING



initiative and 2) the ability of the public to access health care providers via telemedicine appointments, going to walk in-clinics and seeking care at their doctors' offices.

**Unscheduled- None**

## 2. CONSENT AGENDA

### Approval of Payroll Disbursed – April 1-15, 2020

Paychex EFT .....	\$270,981.24
City of Lynden EFT .....	\$60,482.68
Warrant Liability .....	\$59,417.81
<b>Subtotal</b>	<b>\$390,881.73</b>
Paychex EFT Liability	\$7,030.21
<b>Total EFT &amp; Other Liabilities</b>	<b>\$397,911.94</b>

### Approval of Payroll Disbursed – April 16-30, 2020

Paychex EFT .....	\$279,222.90
City of Lynden EFT .....	\$64,025.06
Warrant Liability .....	\$59,433.77
<b>Subtotal</b>	<b>\$403,681.73</b>
Paychex EFT Liability	\$7,260.81
<b>Total EFT &amp; Other Liabilities</b>	<b>\$410,942.54</b>

### Approval of Payroll Disbursed – May 1-15, 2020

Paychex EFT .....	\$284,358.41
City of Lynden EFT .....	\$63,956.37
Warrant Liability .....	\$59,594.96
<b>Subtotal</b>	<b>\$407,909.74</b>
Paychex EFT Liability	\$7,557.70
<b>Total EFT &amp; Other Liabilities</b>	<b>\$415,467.44</b>

# CITY OF LYNDEN

## CITY COUNCIL MINUTES OF REGULAR MEETING



### Approval of Claims – April 21, 2020

Manual Warrants No.	<u>75077</u>	through	<u>75078</u>		\$2,454.66
EFT Payment Pre-Pays					\$15,874.36
				Sub Total Pre-Pays	\$18,329.02
Voucher Warrants No.	<u>75079</u> <u>75234</u>	Through	<u>75196</u> <u>75196</u>		\$950,662.53
EFT Payments					<u>\$30,447.92</u>
				Sub Total	\$981,110.45
				Total Accts. Payable	<b>\$999,439.47</b>

### Approval of Claims – May 5, 2020

Manual Warrants No.	<u>75272</u>	through	<u>75275</u>		\$18,295.14
EFT Payment Pre-Pays					\$814.25
				Sub Total Pre-Pays	\$19,109.39
Voucher Warrants No.	<u>75276</u>	Through	<u>75296</u>		\$155,720.56
EFT Payments					<u>\$0.00</u>
				Sub Total	\$155,720.56
				Total Accts. Payable	<b>\$174,829.95</b>

### Approval of Claims – May 19, 2020

Manual Warrants No.	<u>75297</u>	through	<u>75301</u>		\$26,325.62
EFT Payment Pre-Pays					\$824.43
				Sub Total Pre-Pays	\$27,150.05
Voucher Warrants No.	<u>75302</u>	Through	<u>75445</u>		\$973,320.06
EFT Payments					<u>\$26,218.29</u>
				Sub Total	\$999,538.35
				Total Accts. Payable	<b>\$1,026,688.40</b>

# CITY OF LYNDEN

## CITY COUNCIL MINUTES OF REGULAR MEETING



Resolution No. 1022-Request to Cancel Warrant # 74777

Introduction of the 2021 Budget Calendar- **Councilor Strengholt requested that this item be pulled from the council agenda and reviewed at a later date.**

Set Public Hearing Date (June 1, 2020) for Resolution No. 1023-Six Year Transportation Improvement Program (STIP) 2021-2026

***Councilor Laninga moved and Councilor Lenssen seconded to approve the Consent Agenda minus Item No. 4, Introduction of 2021 Budget Calendar, which was removed from the consent agenda at the request of Councilor Strengholt. Motion approved on a 7-0 vote.***

**3. PUBLIC HEARING- None**

**4. UNFINISHED BUSINESS- None**

**5. NEW BUSINESS-None**

**6. OTHER BUSINESS**

Council Committee Updates

Councilor Strengholt reporting for the Finance Committee which involved discussion of:

- Approval of Payroll and Claims
- OT for Police Department was greatly reduced
- OT for Fire Department will be communicated through notes from Chief Billmire
- The loss of sales tax revenue due to COVID-19
- Discussion of 2021 Budget Calendar
- Life insurance benefits and costs for employees
- Anticipated \$410,000 sales tax and hotel/motel tax revenue
- Discussion of items to be removed from 2020 Year Budget
- No new initiatives for 2021 - 2020 budget items will be rolled into 2021 Budget

# CITY OF LYNDEN

## CITY COUNCIL MINUTES OF REGULAR MEETING



Councilor Bode reporting for the Public Works Committee which involved the discussion of:

- 17<sup>th</sup> Street connector bids
- Design plans for Main Street bridge and street access availability
- Benson Road sidewalk inadequacy
- Judson Street design work

Councilor De Valois reporting for the Parks Committee which involved discussion of:

- Dickinson stewardship plan
- Parks budget for 2020 and 2021
- Benson Barn feasibility study almost complete
- Pump Track is on hold due to funding
- Rotary project at Bender field almost complete
- Waiting on Whatcom County for permit to work on Berthusen restrooms
- Spike in graffiti at the parks

Councilor Wohlrab reporting for the Public Safety Committee which involved discussion of:

- Lynden Watch membership is growing slowly
- Chief Billmire gave update on EOC information regarding COVID-19
- Volunteer training is up and fully stocked with equipment needed for COVID-19
- Police department presented a report on current crime trends
- Police officers have been fitted with masks
- Chief Hatley is training fire personnel on brushfire training

**Mayor Korthuis asked council if there were any interest in writing a letter to Governor Inslee that provides justification for re-opening up businesses in Lynden and allowing gatherings of a greater number. Council asked administration to craft a letter to Governor Inslee that they can review before June 1, 2020.**

**Councilor Lenssen also suggested that council members to gather as a group of 2-4 and take a few hours during the work week to walk downtown and engage our business owner in problem-solving discussions as to what's next for local businesses. He would like to ask them questions and get some feedback on how council can best serve the businesses in our city.**

**Councilor Wohlrab also suggested that council issue some type of written update on how the city is surviving and how we intend to proceed in relation to COVID-19 and the status of the city's finances and resources.**



# CITY OF LYNDEN

CITY COUNCIL  
MINUTES OF REGULAR MEETING



## 7. EXECUTIVE SESSION

Council did not conduct an executive session.

## 8. ADJOURNMENT

The May 18, 2020 regular session of the Lynden City Council adjourned at 8:08 p.m.

---

Pamela D. Brown, MMC  
City Clerk

---

Scott Korthuis  
Mayor

DRAFT

# CITY OF LYNDEN

## EXECUTIVE SUMMARY



<b>Meeting Date:</b>	June 1, 2020	
<b>Name of Agenda Item:</b>	Approval of Payroll and Claims	
<b>Section of Agenda:</b>	Consent	
<b>Department:</b>	Finance	
<b>Council Committee Review:</b>	<input type="checkbox"/> Community Development <input checked="" type="checkbox"/> Finance <input type="checkbox"/> Parks <input type="checkbox"/> Public Safety <input type="checkbox"/> Public Works <input type="checkbox"/> Other: _____	<b>Legal Review:</b> <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required
<b>Attachments:</b>	None	
<b>Summary Statement:</b>	Approval of Payroll and Claims	
<b>Recommended Action:</b>	Approval of Payroll and Claims	

# CITY OF LYNDEN

EXECUTIVE SUMMARY – City Council



<b>Meeting Date:</b>	June 1, 2020	
<b>Name of Agenda Item:</b>	Whatcom County Jail Use Agreement, Amendment #2	
<b>Section of Agenda:</b>	Consent Agenda	
<b><u>Council Committee Review:</u></b>	<b><u>Legal Review:</u></b>	
<input type="checkbox"/> Community Development <input type="checkbox"/> Public Safety <input type="checkbox"/> Finance <input type="checkbox"/> Public Works <input type="checkbox"/> Parks <input type="checkbox"/> Other: _____	<input type="checkbox"/> Yes - Reviewed <input checked="" type="checkbox"/> No - Not Reviewed <input type="checkbox"/> Review Not Required	
<b>Attachments:</b>		
Whatcom County Jail Use Agreement, Amendment #2		
<b>Summary Statement:</b>		
Extension of the current Jail Use Agreement thru June of 2022 (No material change in terms, just an extension of the current agreement that expires June 30, 2020).		
<b>Recommended Action:</b>		
Recommend approval of the extension.		

Whatcom County Contract No.  
201807009-2

INTERLOCAL JAIL FACILITY USE AGREEMENT FOR  
CORRECTIONAL SERVICES BETWEEN WHATCOM COUNTY  
AND THE CITY OF LYNDEN

AMENDMENT #2

THIS AMENDMENT is to the Contract between Whatcom County and the City of Lynden, dated July 11, 2018 and designated "Whatcom County Contract No. 201807009". In consideration of the mutual benefits to be derived, the parties agree to the following:

This Amendment extends the term of this Agreement through June 30, 2022 and changes the County Executive on Page 2, #3 to: Satpal Sidhu.

Unless specifically amended by this agreement, all other terms and conditions of the original contract and any previous amendments shall remain in full force and effect.

This Amendment takes effect: July 1, 2020 regardless of the date of signature.

IN WITNESS WHEREOF, Whatcom County and the City of Lynden have executed this Amendment on the date and year below written.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

**CONTRACTOR:**

The City of Lynden  
300 4<sup>th</sup> Street  
Lynden, WA 98264  
CityHall@Lyndenwa.org

Each signatory below to this Contract warrants that he/she is the authorized agent of the respective party; and that he/she has the authority to enter into the contract and to bind the party thereto.

\_\_\_\_\_  
Mayor Scott Korthuis



# CITY OF LYNDEN

## EXECUTIVE SUMMARY



<b>Meeting Date:</b>	June 1, 2020	
<b>Name of Agenda Item:</b>	Reschedule Public Hearing for Resolution No. 1023-Six Year Transportation Improvement Plan	
<b>Section of Agenda:</b>	Consent	
<b>Department:</b>	Public Works	
<b>Council Committee Review:</b>	<input type="checkbox"/> Community Development <input type="checkbox"/> Finance <input type="checkbox"/> Parks	<input type="checkbox"/> Public Safety <input checked="" type="checkbox"/> Public Works <input type="checkbox"/> Other: _____
	<b>Legal Review:</b> <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required	
<b>Attachments:</b>		
None		
<b>Summary Statement:</b>		
<p>At the May 18, 2020 City Council meeting, a Public Hearing was set for June 1, 2020 to hear comments on the City's Six Year Transportation Improvement Program (STIP) 2021-2026. The required timeline for public comment was missed when an advertisement was not placed in the local news source for the required ten-day period. The Public Hearing needs to be rescheduled for June 15, 2020.</p>		
<b>Recommended Action:</b>		
<p>That City Council set a public hearing date of June 15, 2020 at 7:00 p.m., at the Lynden City Hall Annex, to hear comments on the City's Six Year Transportation Improvement Program.</p>		

# CITY OF LYNDEN

## EXECUTIVE SUMMARY



<b>Meeting Date:</b>	June 1, 2020	
<b>Name of Agenda Item:</b>	17 <sup>th</sup> Street Extension Project Contract Award	
<b>Section of Agenda:</b>	New Business	
<b>Department:</b>	Public Works	
<b>Council Committee Review:</b>	<input type="checkbox"/> Community Development <input type="checkbox"/> Finance <input type="checkbox"/> Parks	<input type="checkbox"/> Public Safety <input checked="" type="checkbox"/> Public Works <input type="checkbox"/> Other: _____
		<b>Legal Review:</b>
		<input checked="" type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input type="checkbox"/> Review Not Required
<b>Attachments:</b>		
Reichhardt & Ebe Engineering Recommendation to Award and Bid Tabulation		
<b>Summary Statement:</b>		
<p>Staff recently solicited bids for the 17<sup>th</sup> Street Extension Project. Eight bids were received on May 21, 2020. Reichhardt and Ebe Engineering (R&amp;E) prepared the attached Bid Tabulation.</p> <p>After review, R&amp;E determined Tiger Construction to be the lowest bidder. However, Tiger failed to provide a subcontractor list within an hour of the bid opening. Per City attorney Carmichael’s review, “Failure to include the subcontractor list with the bid or within one (1) hour after the published bid submittal time, is not an immaterial irregularity. In fact, a bid for a project exceeding one million dollars without a subcontractor list is void. The pertinent language in RCW 39.30.060(1) reads as follows:</p> <p style="padding-left: 40px;">“Failure of the prime contract bidder to submit as part of the bid the names of such subcontractors or to name itself to perform such work or the naming of two or more subcontractors to perform the same work shall render the prime contract bidder's bid nonresponsive and, therefore, void.”</p> <p>Hence, Tiger Construction’s failure to timely submit its subcontractor list with its project bid (which exceeds one million dollars), renders its bid void by operation of law. The City has no choice but to award the contract to the next lowest bidder.”</p> <p>The Public Works Committee was advised of this issue and supported awarding the contract to Stremler Gravel, the lowest responsive and responsible bidder. The Committee concurred that the bid results could be forwarded directly to City Council after informing them of the results.</p>		
<b>Recommended Action:</b>		
That City Council award the contract for the 17 <sup>th</sup> Street Extension Project to Stremler Gravel in the amount of \$1,581,269.48, including tax, and authorize the Mayor to sign the contract.		



Table with columns: Item No., Description, Quantity, Unit, Unit Price, Amount, and columns for Bidders 1-8 (Tiger Construction, Ltd., Stremler Gravel, Inc., DeKoster Excavating, Inc., Ram Construction, Colacurcio Brothers, Inc., Faber Construction Corp., Strider Construction Company, Inc., Granite Construction Company). Includes a 'Total Schedule A' row at the bottom.







# CITY OF LYNDEN

EXECUTIVE SUMMARY – City Council



<b>Meeting Date:</b>	June 1, 2020	
<b>Name of Agenda Item:</b>	Public Safety Draft Minutes- May 7, 2020	
<b>Section of Agenda:</b>	Other Business	
<b><u>Council Committee Review:</u></b>	<input checked="" type="checkbox"/> Public Safety	<b><u>Legal Review:</u></b>
<input type="checkbox"/> Community Development	<input type="checkbox"/> Public Works	<input type="checkbox"/> Yes - Reviewed
<input type="checkbox"/> Finance	<input type="checkbox"/> Other: _____	<input type="checkbox"/> No - Not Reviewed
<input type="checkbox"/> Parks		<input checked="" type="checkbox"/> Review Not Required
<b>Attachments:</b>		
Public Safety Draft Minutes- May 7, 2020		
<b>Summary Statement:</b>		
Public Safety Draft Minutes- May 7, 2020 attached for review.		
<b>Recommended Action:</b>		
For Council review.		

# CITY OF LYNDEN



POLICE DEPARTMENT  
Steve Taylor, Police Chief  
(360) 354 - 2828

## PUBLIC SAFETY COMMITTEE MEETING MINUTES

4:00 p.m. May 7, 2020  
Remotely on Microsoft Teams

### COMMITTEE

#### 1. ROLL CALL

Members present: Mayor Korthuis and Councilors Mark Wohlrab, Brent Lenssen, and Gerald Kuiken

Staff present: City Administrator Mike Martin, Chief Mark Billmire, Chief Steve Taylor, Assistant Chief Tom Hatley, Support Services Manager Holly Vega, Support Services Manager Sarah Silvas

#### 2. ACTION ITEMS:

##### A. Approve minutes from the February and March meetings.

The minutes from the February 12, 2020 and March 12, 2020 meetings were approved.

#### 3. INFORMATION ITEMS:

##### A. Lynden WATCH update

Posts included information on social distancing and appropriate reporting of violations. A post on illegal burning is expected in the near future.

### FIRE DEPARTMENT

#### 1. ACTION ITEMS: None

#### 2. INFORMATION ITEMS:

##### A. Monthly report

Chief Billmire overviewed the monthly report for April. Fire prevention, public education and business inspections are currently suspended. Assistant Chief Hatley continues to improve the training program. Overtime hours were down with volunteer hours being up in April.

##### B. 5<sup>th</sup> Medic Unit update

Discussions and meetings continue regarding the proposed 5<sup>th</sup> Medic Unit in Whatcom County. An analysis of 12 different scenarios was completed on the placement of the unit. There are conflicting objectives between reducing call volume, or reducing response times and coverage.

**POLICE DEPARTMENT**

1. **ACTION ITEMS:** None

2. **INFORMATION ITEMS:**

**A. Staffing update**

Three lateral officers have been hired recently. Officer Brown and Officer Pluschakov started in February and March, and have both completed their field training. Officer Holland recently started at the beginning of May.

**B. Monthly report**

Overtime hours were greatly reduced due to increased staffing. Call volume was down in April with the exception of public order maintenance calls in response to COVID-19 related complaints. A new patrol vehicle is now on the road and another vehicle should be here in the near future.

Meeting adjourned 4:30 p.m.

**Next Meeting Date: June 4, 2020**

DRAFT

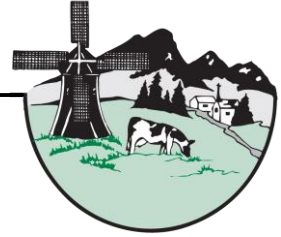
# CITY OF LYNDEN

## EXECUTIVE SUMMARY



<b>Meeting Date:</b>	June 1, 2020	
<b>Name of Agenda Item:</b>	Parks Committee Minutes	
<b>Section of Agenda:</b>	Other Business	
<b>Department:</b>	Parks	
<b>Council Committee Review:</b>	<input type="checkbox"/> Community Development <input type="checkbox"/> Finance <input checked="" type="checkbox"/> Parks	<input type="checkbox"/> Public Safety <input type="checkbox"/> Public Works <input type="checkbox"/> Other: _____
	<b>Legal Review:</b> <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required	
<b>Attachments:</b>		
Draft Parks Committee Minutes- May 18, 2020		
<b>Summary Statement:</b>		
See Next Page		
<b>Recommended Action:</b>		
For Council Review		

# CITY OF LYNDEN



PARKS DEPARTMENT  
Vern Meenderinck, Parks Director  
(360) 354 - 6717

## PARKS COMMITTEE MINUTES May 18, 2020

### 1. Roll Call:

Members Present: Mayor Scott Korthuis; Councilors, Ron DeValois, Nick Laninga and Mark Wohlrab – virtually

Staff Present: City Administrator Mike Marin; Parks Director Vern Meenderinck; Public Works Director Steve Banham; and Park Admin. Assist. Nancy Norris

### 2. Action Items:

#### A. Approval of minutes from March 16, 2020

DeValois motioned to approve the minutes, Laninga concurred.

**Action:**

***The Parks Committee Minutes from March 16, 2020 were approved.***

#### B. Review and approve Dickinson Stewardship Plan \*\*Note: Hoping to have this plan by Friday and will get it to you as soon as it is available.

Vern asked the Councilors to look especially at sections relating to Desired Conditions, and Monitoring and maintenance table, re: Park use, Restoration plan, and forest management plan.

**Action:**

***Review this plan and return comments to Vern for discussion at the June 15, 2020 Parks Committee meeting.***

#### C. Budget 2020 & 2021

2020- Hiring Freeze, and loss of revenue from field use and rentals.

The Maintenance supervisor position is on hold.

Waiting to see whether we can use fields and facilities yet this year.

**Action:**

***Each department was asked to cut 15%-20% out of their 2020 budget. Parks can meet the 20% by not hiring seasonal employees and the maintenance supervisor position and not purchasing the budgeted pickup.***

2021- What will this look like and looking for ideas on what to include and what to leave out for next year. This may be fluid!!

**Action:**

***With the 2020 projected shortfall, no new initiatives will be allowed for 2021***

### 3. Information items:

#### A. Tim Faber- Feasibility study for Benson barn

This study is almost completed.

Rec. District bond funds have been transferred to fund this project.

# CITY OF LYNDEN



## PARKS DEPARTMENT

Vern Meenderinck, Parks Director  
(360) 354 - 6717

### B. Pump track update

On hold, as fund raising has dried up.

### C. Rec. District

The Rec District has agreed to meet with the Parks committee for the next few months. Last meeting was cancelled, so add for next month? Yes, Parks Committee would like to meet with the Rec. District next month at 5pm. June 15, 2020 at City Hall.

The bond should close on May 21, so first payment to the City will be scheduled following their June meeting.

### D. Rotary project update:

Hope to begin finishing it this month? WRS has the courts on their schedule to complete this month.

### E. Berthusen Restrooms:

The Building has been ordered and so far on schedule for delivery come the first of October.

The County permits are on hold due to no meetings; the Mayor will follow up with the County.

The Bridge was inspected for load rating and has past the required load restrictions.

### F. Bender Restroom

The renovations are almost complete, hope to have them open by the end of this week.

### G. Park Security

An extra camera was added at Bender due to huge graffiti spike.

### H. Extra lights

City Electrician Robert Patrick added extra lights at City Park they are on motion detectors.

### I. Berthusen house water issue

Waiting to hear back from the tractor club, as PW did not want to have to ask Bertrand for an additional service to the house.

## 4. Items added:

The Restrooms and Playgrounds were reopened May 5, to the Public.

Meeting Adjourned 4:45pm.

**Next meeting: Monday, June 15, 2020 at 5:00PM (Note Time Change)  
Combo meeting with the Rec. District**

# CITY OF LYNDEN

PARKS DEPARTMENT  
Vern Meenderinck, Parks Director  
(360) 354 - 6717



DRAFT



# CITY OF LYNDEN

## EXECUTIVE SUMMARY



<b>Meeting Date:</b>	June 1, 2020	
<b>Name of Agenda Item:</b>	Calendar	
<b>Section of Agenda:</b>	Other Business	
<b>Department:</b>	Administration	
<b>Council Committee Review:</b>	<input type="checkbox"/> Community Development <input type="checkbox"/> Finance <input type="checkbox"/> Parks	<input type="checkbox"/> Public Safety <input type="checkbox"/> Public Works <input type="checkbox"/> Other: N/A
	<b>Legal Review:</b> <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input checked="" type="checkbox"/> Review Not Required	
<b>Attachments:</b>	Outlook Calendar	
<b>Summary Statement:</b>	See next page.	
<b>Recommended Action:</b>	None	

**June 2, 2020**  
Tuesday

8:30 AM - 9:30 AM Leadership Team Meeting -- City Hall 1st Floor Large Conference Room

5:00 PM - 6:30 PM Design Review Board -- Annex South East Conference Room

**June 3, 2020**  
Wednesday

10:00 AM - 11:00 AM Check-In Mike/Nic -- Mike's Office

4:15 PM - 6:00 PM Public Works Committee Meeting -- City Hall 2nd Floor Large Conference Room

**June 4, 2020**  
Thursday

9:00 AM - 11:00 AM Technical Review Committee Meeting -- City Hall 2nd Floor Large Conference Room

4:00 PM - 5:00 PM Public Safety Committee Meeting -- Police Training Room

**June 5, 2020**  
Friday

8:30 AM - 9:30 AM Check In-Mike/Anthony -- Mike's Office

**June 6, 2020**  
Saturday

All Day Farmer's Day Parade

**June 8, 2020**  
Monday

9:00 AM - 10:00 AM Check-In Vern/Mike -- Mike's Office

**June 9, 2020**  
Tuesday

8:30 AM - 9:30 AM                      Leadership Team Meeting -- City Hall 1st Floor Large Conference Room

6:00 PM - 7:30 PM                      Tentative - Fire - Volunteer Orientation Meeting -- Annex Council Chamber

**June 10, 2020**  
Wednesday

All Day                                      Court -- Annex Council Chamber; Annex East Training Room; Annex South East Conference Room; Annex North East Conference Room

9:00 AM - 10:00 AM                      Check-In Mark/Mike -- Mike's Office

7:00 PM - 9:00 PM                      Rec. District Meetings -- Annex South East Conference Room

**June 11, 2020**  
Thursday

2:00 PM - 3:00 PM                      Copy: All Staff Meeting-Fire Hosting -- Annex Council Chamber

7:30 PM - 9:30 PM                      Planning Commission -- Annex Council Chamber

**June 12, 2020**  
Friday

10:00 AM - 11:00 AM                      Check-In Steve/Mike -- Mike's Office

11:00 AM - 12:00 PM                      Check-In Heidi/Mike -- Mike's Office

**June 13, 2020**  
Saturday

All Day                                      Fishing Derby- City Park

**3:00 PM - 4:00 PM**

**Finance Committee Meeting -- City Hall 1st Floor Large Conference Room**

**This meeting will be done via Teams again this month. Anthony will be sending out a replacement calendar invitation shortly w/ a Teams link.**

**Thank you,  
Linda**

Visit [WWW.LYNDENWA.ORG](http://WWW.LYNDENWA.ORG) to view the agenda

**5:00 PM - 6:00 PM**

**Parks Committee Meeting -- City Hall 1st Floor Large Conference Room**

**Request received from Nancy Norris:**

Hi Pam,

Can you please change the time of the Parks Committee meeting June 15, 2020 from 4pm to 5pm, this will be a joint meeting with the Rec. District they will still meet at City Hall in the Large Conference Room.