

CITY OF LYNDEN

PARKS DEPARTMENT

Main Number: (360) 354-6717



Parks Committee Meeting Agenda

City Hall - 300 Fourth Street

4:00 PM July 15, 2024

Roll Call

Action Items

- [1.](#) Approval of Parks Committee Minutes- June 17, 2024
- [2.](#) Mt. Baker Rotary Club Donation Approval

Information Items

- 3. Information on Benson Barn**
- 4. Updates on Parks and Trails**

Benson Park

Had not received a cost estimate for at least a 90% DD plan as of agenda deadline

Schoolyard Park

Work on foundations for both structures have begun and contacts are being made to install sewer infrastructure

Have requested a 90% DD Master Plan from CDM and Chris Overdorff

Successful impromptu Splash Day in the grassy area- ~300 people attended

Trails

Final walk-through and details being completed on Phase 3 in preparation for the July 18 ribbon cutting ceremony

Final numbers for a trail renovation from Bender to Depot not complete

Parks Department Shop Addition Project

Two contractors still looking at possibilities for a fall or winter project

Bender Field Announcers Booth/Concessions/Restroom Project

Private donor group has preliminary drawings completed and working on costs/savings for materials and labor

5. Continued Discussion of Potential 2025 Budget Items

-Facilities

-Trail Maintenance

-Equipment

-Potential FTE and Field Superintendent Options

Items Added

Next Meeting: August 19, 2024

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Brent De Ruyter, Parks Director
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PARKS COMMITTEE MEETING MINUTES

June 17, 2024

1. **ROLL CALL:**

Members Present: Mayor; Scott Korthuis, Councilors; Gary Vis, Nick Laninga, Mark Wohlrab

Staff Present: City Administrator; John Williams, Parks Director; Brent DeRuyter,

Guest: LaVonne and Shane Shelly 1708 Village Dr. Lynden

2. **ACTION ITEMS:**

A. **Approval of Parks Committee Minutes- May 6, 2024**

Vis motioned to approve the May 6, 2024, minutes, Wohlrab motioned to accept and Laninga seconded the motion.

Parks Committee approved the motion to approve the Parks Committee May 6, 2024, Minutes.

3. **INFORMATION ITEMS:**

A. **Information on Benson Barn**

Hoping to receive a number from Harvey Pelleboer soon. D&R Construction is still contemplating numbers and availability this fall. The Parks Committee had a brief discussion on modification details.

B. **Updates on Parks and Trails Benson Park**

Hoping to receive a cost estimate for at least a 90% DD plan by July so that we have more details for potential donors-

The Parks Committee asked if SCJ Alliance did the initial concept, can we have them continue? Parks Director DeRuyter will follow up and will hope to have more information for the July Parks Committee meeting.

Schoolyard Park

Work on foundations for both structures have begun and contacts are being made to install sewer infrastructure

Have requested a completed Master Plan now that momentum is building from the original designers and should have numbers by July meeting.

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The Parks Committee asked if CDM did the initial concept, can we have them continue? Parks Director DeRuyter will follow up and will hope to have more information for the July Parks Committee meeting.

C. Trails

Follow-up with mulch around new plantings and bank resurfacing will be completed in the coming month by the department. There was a washout on the E. bank under the bridge, we will slowly be filling in this area as we can.

Phase 3 construction started June 10 and is tentatively scheduled for completion in the middle of July- WRS is great with communication.

Ribbon Cutting will be July 18, 2024

D. Parks Department Shop Addition Project

Two additional contractors are still being pursued thanks to connections from Public Works

Bender Field Announcers Booth/Concessions/Restroom Project

Private donor group is designing a 2-story structure in Fields 1-4 for future use including scoreboards, concessions, and bathrooms to help alleviate the stress on our current facility. Sewer would be tied into the existing City system. Donor is looking for only participation. T

E. Wireless capability at Berthusen Park and the Tractor Show Grounds

Preliminary trenching and installation of conduit is occurring from the ticket booth to the park for future camera usage at the park entrance. This will expand to the park equipment shed, and general park picnic area. The city is helping with the cost of the trencher rental and labor.

F. Trail Improvement Discussion on Bender to Depot Section

The Parks Committee agreed that improvements to this section of the trail is valid. The Parks Director DeRuyter will have an estimate from WRS by the July Parks Committee meeting.

G. Continued Discussion of Potential 2025 Budget Items

Discussion focused on Million Smiles, Benson, and Bender

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4. ITEMS ADDED

A. **Pickleball Courts**

LaVonne and Shane Shelly attended the Parks Committee requesting a gate be put back in place of the opening of the pickleball courts, sighting the balls are always escaping the courts through the opening. Parks Director DeRuyter will investigate options.

B. **Berthusen Advisory Minutes**

The Parks Committee reviewed and approved the Berthusen Advisory Committee Minutes from May 15, 2024.

Wohlrab motioned to approve the BAC May 15, 2024, minutes, Laninga seconded the motion, Park Committee accepted and approved the BAC Minutes from May 15, 2024.

C. **Items For Discussion:**

Parks Staffing Shortage and How Parks is Overwhelmed.

Parks Committee ask DeRuyter to check to see if it is feasible to add 1-2 more seasonal workers for the remainder of 2024.

Aaron Dr. Parking Issues.

For large events people do not want to park in the parking lot because it gets bottlenecked when they are wanting to exit.

The Parks Committee directed DeRuyter to see if it is possible to install a median on Aaron Dr. for a right turn only out of the parking lot.

D. **Bridge Project – Korthuis wants to gift \$2700.00 to the city for the new trail bridge project.**


Meeting Adjourned 5:00 PM.

NEXT MEETING- Monday, July 15, 2024

CITY OF LYNDEN

EXECUTIVE SUMMARY



Meeting Date:	July 15, 2024	
Name of Agenda Item:	Mt. Baker Rotary Club Donation Approval	
Section of Agenda:	Consent	
Department:	Parks	
Council Committee Review:	<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: _____
	Legal Review: <input type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input type="checkbox"/> Review Not Required	
Attachments:		
 ProStock - Bender Outfield Fence.pdf		
Summary Statement:		
<p>The Parks Department is excited to have the interest and support of community organizations like the Mt. Baker Rotary Club. This organization has graciously offered to purchase a collapsable outfield fence for youth tournaments and high school games and tournaments to help with a future Bender Fields Upgrades project for approximately \$8,500. This would provide the opportunity for local clubs and schools to host tournaments that require smaller field dimensions to be more successful.</p> <p>If approved by Council, the above donation will be used to make the purchase as soon as possible for immediate use.</p>		
Recommended Action:		
<p>Motion for the Council to accept the donation from the Rotary Club for a new collapsable outfield fence for use at the Bender Fields Complex.</p>		