



PARKS DEPARTMENT  
Brent De Ruyter, Parks Director  
(360) 354 - 6717

## 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



#### **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**