

CITY OF LYNDEN

PARKS DEPARTMENT

Main Number: (360) 354-6717



Parks Committee Meeting Agenda

City Hall - 300 Fourth Street

4:00 PM January 18, 2022

Roll Call

Action Items

1. **Approval of Parks Committee Minutes-** December 20, 2021
2. **Approve the Scope of work and cost for initial Glenning Park plan**
3. **Advisory committees**
 - Reappoint Larry & Karen to Berthusen committee (1 open position)
 - Discussion on whether to continue or disband the Park & Trail committee

Information Items

4. **Updates on Parks projects:**

Glenning

Initial park planning to start

Benson Park

Master Plan on hold as there is further discussion needed as to road placement and pump station.

SHKS has begun their work on the barn plans. Wood testing will take place Jan 12 & 13.

Dickinson

Have created a new trail west of the house to the lower grass area in order to bypass the house and carport. To install the 8th street bridge to move it further from the house

Depot to 8th Trail

5. **Maintenance Supervisor position is being advertised**

Items Added

Next Meeting: February 22, 2022

CITY OF LYNDEN

PARKS DEPARTMENT

Vern Meenderinck, Parks Director
(360) 354 - 6717



PARKS COMMITTEE MINUTES

December 20, 2021

1. **ROLL CALL:**

Members Present: Mayor Scott Korthuis; Councilors Ron DeValois; and Nick Laninga

Staff Present: City Administrator John Williams; Park Maintenance Supervisor Brent DeRuyter; Parks Admin. Assistant Nancy Norris; and Public Works Director Steve Banham

2. **ACTION ITEMS:**

A. **Approval of Parks Committee Minutes- November 15, 2021**

DeValois motioned to approve the November 15, 2021, minutes Laninga approved the motion.

Action: *The Parks Committee Minutes from November 15, 2021, were approved.*

B. **Approve the Dickinson Park Deed of Right and Stewardship plan and forward to full council.**

Once approved, the city can be reimbursed for a portion of the purchase price.

Action: *Parks Committee recommended the Dickinson Park Deed of Right and Stewardship Plan to be forwarded to full City Council for approval.*

3. **INFORMATION ITEMS:**

A. **Updates on Parks projects:**

Glennig

The final payment from the Glennig committee will be made prior to the end of the year

Benson Park

Master Plan on hold as there is further discussion needed as to road placement and pump station.

CITY OF LYNDEN

PARKS DEPARTMENT

Vern Meenderinck, Parks Director
(360) 354 - 6717



SHKS has begun their work on the barn plans. Wood testing will take place Jan 12 & 13.

Dickinson

Access to the park is an issue for one of the Dickinson daughters and some neighbors.

Have created a new trail west of the house to the lower grass area to bypass the house and carport.

Look at using the PW temporary bridge to create a path near the pump station.

Depot to 8th Trail

No change to the original plan

4. ITEMS ADDED:

A. Pepin Development Road

Public Works Director Steve Banham shared a new road plan for the Pepin Development. The new plan shows a road running through Benson Park. This road would align with Emerald Way. The road would be similar in design as Homestead Boulevard with no on street parking. The new location of the pump station at Sunrise Dr. extension is a better location for how the deep the sewer is. There will be more future discussions regarding the placement of the road and the park plan.

Meeting Adjourned 5:03pm.

NEXT MEETING DATE

Jan. 18 (Tuesday), 2022

Proposed Glenning Park, Lynden, WA

Random notes from conversation with Chuck Robinson and Bob Libolt

The “edges” are important

Cars parking important to deal with

Enhance history of the site/school , schoolhouse, playground, little league, etc

Take advantage of lower grade on west side for building in hidden restrooms

This should not be a ballfield. Kids playground area is questionable. other areas exist

Harlan was environmental teacher of the year as biology teacher at LHS (360-303-1512)

4 acres

walkways, gardens,

City to maintain

Look at Boston parks

Possible amphitheatre and shelters ala Boulevard park

Musical sidewalk

Random notes from conversation with Harlan Kredit: (hkredit@lynchs.org)

Started on this 3-1/2 yrs ago when heard school would surplus to sell. Funds came from many sources, Public, private

Had a community meeting with 25-30 attendees offering ideas.

Park could (should) include:

Play equipment area

Restroom/Shelter/Band Shell structure

Perimeter of Maple Trees

Jogging trail around perimeter

Meandering trails within, wide enough for parks maint vehicles.

New structure to emulate schoolhouse design with band shell/stage and restrooms.

Covered picnic tables nearby?

Include a “bell” (from school?) in structure...Bob’s idea.

Commemorative plaque about history

Look at a city park in (Mathias ?Wyoming?)

Additional parking avail caty corner art church pkg lot except Sundays.

Build out in phases

East half should be open Greenfield (flatter)

West half more developed (see concept sketch by Heidi at City? Who?)

Possible charrette participants: Vern, City Council parks committee person, 2-3 from community, Harlan, Chuck, Bob..others? Heidi?

Glenning school was built in 1888 and demolished in 1980’s. (person lost an arm in accident?)

Future flex uses: farmers market, Frisbee,

Spray/splash pool was suggested but too expensive to build and maintain..Fire hoses justfine

Questions for Vern (City Parks director)

Desires: same as above

Maintenance issues: Same as above

Landscape Architect on retainer? Or favorite from past? (Chris Overdorf recommended)

Survey/topo info, utilities, zoning/regulatory issues? No zoning issues, no survey/topo info.

Chuck Robinson
Galvaboy47@gmail.com

December 20, 2021

RE: Glenning Park Design Charrette

Chuck,

Thank you for the opportunity to assist in a getting a consensus design concept for the new Glenning Park. I have teamed up with Chris Overdorf, ASLA, Landscape Architect, with SCJ Alliance. (He is a former student at Glenning!) We have both worked on the design of public park environments before and are excited about the opportunity to help. Besides yourself, I have also had discussions with Bob Libolt, Harlan Kredit and City Parks Director Vern Meenderinck (soon to retire), to get an idea of thoughts so far. (Notes attached) I have also read the planning meeting summary from October 27, and compilation of survey comments with additional notes.

I know you and Bob are familiar with the design charrette planning process. But I will explain more below, for others.

We will explore concepts in a "charrette " atmosphere. Chris and I can help all the interested stakeholders come together for a project final scope direction. We will explore master plan uses and cost/benefit scenarios. Once you approve this, I will send a specific draft agenda to review, depending on the venue for this.

Below is my understanding of the scope for the project and proposed schedule and fee. At the end of this process, we will have an executive summary and some possible schematic master plan concepts for the appropriate scenario(s). It is also my understanding that this is not an open public process, per se. The initial design charrette works best if we have maximum 6-15 interested "stakeholders", representing investors, community activists and City staff. We may want to have an open forum in the future, to discuss specific design concepts, because the process should be publicly transparent.

Overall goal is a collaboration to determine the best scenario for the future of the future "Glenning Park" land. This initial design charrette planning session is without any preconceived plan. This would involve, facts about the site location, a ppt. visual "tour" of other public parks, and a brainstorm session. I have facilitated over 150 of these charrettes over the years, and they always lead to a better design that had 100% "buy-in" by participants, who represent many others.

Below is how I would recommend we proceed, service and fees.

1. Pre-Charrette interviews with key stakeholders. Done.
2. Generate an agenda of key topics to discuss, so that participants have some things to think about, prior to the planning session, and it will provide subjects to keep us on track.
3. Assemble, Site Plan, survey, code/permit utility issues, site photos, Historical images, along with a visual "slide show" example of other Parks around the world. Facts, and a creative primer.
4. Brainstorm ideas with participants, based on the agenda. Narrow down the ideas to a design program, we can all generally agree to. BTW, this can either be an "in-person" (socially distant) charrette, or via Zoom. Whatever the comfort level is at the time.

December 20, 2021
 Chuck Robinson
 RE: Glenning Park Design Charrette
 Page 2

5. Adjourn.

The entire Charrette session should be no more than 2-3+/- hours. If in-person, we should provide some coffee/tea/snacks, and I will need access to a good room for putting up flip charts, slide show wall, and a ppt projector.

6. Within the following 5 days, a brief follow-up meeting should occur to discuss an executive summary of the design program we discussed, and new design concepts. This should only be an hour or so. In person, or via Zoom. Then some minor revisions.
7. If we all generally agree on the proposed design concept, we can define the project, and assign specific fees required for A/E services and/or permit/approval process. The project can be cost estimated at various stages of evolving design.
8. Plans are done, final costs estimated, permitted, approved, financed and construction starts! The timeline & costs for all this TBD.

The Design Charrette: *The first rule is...there are no rules!*

What Makes a Great Public Space?

The Gehl Institute has created "The power of 10+" for testing the quality of a particular public space, based on comfort, enjoyment, and protection. Places thrive when users have a range of reasons (10+) to be there. These might include a place to sit, playgrounds to enjoy, art to touch, music to hear, food to eat, history to experience, and people to meet. Ideally, some of these activities will be unique to that particular place, reflecting the culture and history of the surrounding community."

All of the people I interviewed, discussed general goals and specific design components. But, we will explore all the possibilities again. Especially, in light of the some of the ideas that we see from other locations. It will be a dynamic process. Some of the design issues that can be discussed in the agenda will cover:

- Health Benefits
- Economic Benefits
- Environmental Benefits
- Social and Equity Benefits
- Community goals
- Specific components

Successful master plans must be financially feasible, environmentally compatible, balanced, technically sound, responsive and flexible. The plan should describe how it is or will:

- Be consistent with and/or advance the goals of local plans;
- Be responsive to the interests of citizens and diverse groups of stakeholders;
- Implementable, lead to a shared vision for community livability, and recommendations for land-use policy, parks development and natural resource conservation;
- Be adaptable to future changes in conditions;
- Lead to a shared vision for recreation and conservation among all stakeholders and guide future implementation;
- Address needs based upon the demographics of the community/region, including special-needs populations and community members of all ages;
- Address the need for ADA accessibility (e.g., facilities, sites, and programs);

December 20, 2021
Chuck Robinson
RE: Glenning Park Design Charrette
Page 3

- Create opportunities for citizens to connect to open space, greenways, parks;
- Strengthen connections between recreation, healthy lifestyles, and economic benefits in communities;
- Reconnect people to the outdoors and foster environmental stewardship;
- Leverage investment of resources, partnerships, maintenance and funding; and
- Support environmental sustainability, conservation, and green practices

Phase One Professional Services:

A. The Design Charrette process, as described above + Executive summary: **\$8,500 ***
 (Includes time for CDM and Chris Overdorf) The “deliverable” will include schematic site plans, sections &/or sketches of specific components.
 * Discounted by 25%

Phase Two:

B. The summary and preliminary design TBD, depending on what program is decided for the scope of the project above. This is not a “normal” building design project, so “rules-of-thumb” for fees cannot work. It will be hourly design time until a closer estimate could occur after approval of a design program.

Phase Three:

C. Specific Design Development drawings will be produced, adequate for preliminary Construction pricing, and any Pre-Application Conferences required by City and Community fund raising.

Phase Four:

D. Once design and approvals are received, fixed fees for production of permit and construction documents are created, for a final cost estimate.

Schedule:

The Initial design charrette, and follow up within 1 week, cannot happen until after February 1, 2022, based on my current schedule.

Chris and I, are extremely excited to spend some creative energy with you, on a very needed project for the community. We are ready, and look forward to having more detailed discussions with key stakeholders with a proposed Agenda of specific ideas.

Sincerely,

David E. Christensen AIA LEEDap
 Architect and Planner

Approved Date

Cc: Chris Overdorf, SCJ Alliance