

CITY OF LYNDEN

PARKS DEPARTMENT

Main Number: (360) 354-6717



Parks Committee Meeting Agenda

City Annex - 205 Fourth Street

4:00 PM July 17, 2023

Roll Call

Action Items

1. Approval of Parks Committee Minutes- May 15, 2023

Information Items

2. Updates on Parks and Trails projects

- **Benson Park**

-SCJ Alliance has a second draft of the master plan complete

-Holes are complete and bridge material is on the way to get pressure treated

- **Schoolyard**

-Met with architect and developer about beginning stage plans

-Property is cleared and being maintained in minimal fashion until plans move forward

- **Trails**

-Depot-8th St. construction off to a good start—mainly water, sewer, sidewalks

-Temporary security fencing to be installed on back of VGL property

-Whatcom County Rail to Trail concept discussions still continuing

3. Civic Rec

- Meeting/Training with staff continues on payment portal and policy completion

- Official Launch date has been pushed back to August 1

4. Dickinson and Berthusen Property Upgrades

- Renovations are complete and Annika Bierlink has moved into the Dickinson house

- Still finalizing a candidate for the Berthusen house

5. New Staff Update

- Final Seasonal Hire to replace the one who decided to leave moved quickly and was completed by the beginning of June

Items Added

- 6. Project List for committee review

Next Meeting: August 21, 2023



**PARKS COMMITTEE
MEETING MINUTES**

May 15, 2023

1. **ROLL CALL: ROLL CALL: Members Present:** Mayor Scott Korthuis, Councilors; Ron DeValois, and Nick Laninga
Staff Present: City Administrator; John Williams, and Parks Admin. Assistant Nancy Norris.

2. **ACTION ITEMS:**
 - A. **Approval of Parks Committee Minutes- April 17, 2023**
Laniga motioned to approve the April 17, 2023, minutes DeValois approved the motion.
Action: The Parks Committee Minutes from April 17, 2023, were approved.

3. **INFORMATION ITEMS:**
 - A. **SHKS Information on Benson Barn**
Met about making adjustments to scope and are awaiting comments and a new contract for moving forward.

 - B. **Updates on Parks and Trails projects**
 - Benson Park**
SCJ Alliance is adding items (potential bathrooms and Safety Village concept) and completing cost projections.
Final longer holes are being drilled for bridge and windmill renovation is continuing.
 - Schoolyard**
Met with WaterTec and final numbers for basic irrigation grid coming.
Storage tank idea for irrigation tabled until later date.
No updates on new amenities at this time, still in planning stages, the request to have 2 building structures not 3 was given to the committee.
 - Berthusen Park**
Signage was installed to help with traffic at the gate and to post clear park hours.
The Berthusen Advisory Committee Meeting was moved to Tuesday May 23, 2023, the Committee will Dedicate the New Berthusen Park sign in honor of Terry DeValois, that evening. Invite notification will be sent to the City Council.
 - **Trails**
Permit received and construction meetings are occurring for summer work

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C. Civic Rec

Meeting/Training with staff continues for a May 23 website launch date.

D. New Staff Update

All seasonal employees will be present starting this week. One Seasonal worker gave their two weeks' notice. Their last day is May 27, 2023. Advertising will be sent out asap for a replacement of the vacancy of this position.

E. Safety Village at Benson Park

Discussions still occurring about funding and a 3D model of an example is located at the Fire Station Office

F. Dickinson and Berthusen Property Upgrades

Estimates and possible timelines for repairs are being collected for necessary updates (mostly paint and flooring) at both sites before more communication with City employees about interest continues.

4. ITEMS ADDED

Project List for committee review:

Under Design:

- Schoolyard Park Amenities- Interested donors looking into designs/costs for spray park, bathrooms/park signage, outdoor pavilion. Awaiting irrigation plan from WaterTec for use of storage tanks.
- Benson Barn – Awaiting an adjusted plan on “U” use facility for the future.
- Benson Park Master Plan – Suggestions and questions given to SCJ Alliance after 1st draft and awaiting a 2nd draft.
- Depot to 8th Trail Section – Final permit received and construction meetings occurring.
- Dog Park at Patterson Park—Staff is looking at leveling the middle section of overgrown shrubbery by the parking lot and putting up fencing for a second dog park in Lynden.
- Bender Shop/Office Extension – Staff are putting together criteria for bid and construction of an additional shop bay, one set of bathrooms, and 3 office spaces on the west end of current Bender Shop. The current office would be free for extra storage.

Under Construction:

- Batting Cages at Bender Fields – Ground is being leveled and preparation beginning for concrete pads and construction thanks to community donors.
- Making maintenance upgrades at Berthusen and Dickinson Rentals – mostly paint and flooring.

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- ADA Accessible Swing at Bender Fields – Swing will be installed once the crew is caught up on field and trail upkeep.

B. June Meeting

Parks Committee agreed to cancel the June Parks Committee.

Action: Next Parks Committee Meeting will be July 17, 2023

C. Jeff Kok 107 Cedar Dr.

Jeff lives along The Jim Kaemingk Sr. Trail and is concerned about the trees that are leaning across the Creek are going to come down on his property. He wondered if the city could remove them before they are a problem.

Action: The City Administrator Williams will reach out to Mr. Kok regarding who is responsible for the trees.

Meeting Adjourned at 4:17 PM.

NEXT MEETING

-Monday, June 19, 2023, July 17, 2023