

CITY OF LYNDEN

PARKS DEPARTMENT

Main Number: (360) 354-6717



Parks Committee Meeting Agenda

City Hall - 300 Fourth Street

4:00 PM March 22, 2022

Roll Call

Action Items

- 1. Approval of Parks Committee Minutes- February 22, 2022**
- 2. Automated Lock Discussion/Approval**
Park Restrooms- Bender, Aaron Drive, City Park(Updated bid from Security Solutions Attached)Able to save \$70/month in activation fees due to current city contract

Information Items

3. Updates on Parks projects

GlennigInitial Park charrette with Dave Christensen occurred Feb. 24, 2022

Benson Park

Still waiting on feedback from the wood scientist and engineering before moving forward

Exploratory committee continues to meet to discuss a turf complex

Dickinson

Footbridge is installed and has rave reviews so far

Trails

No news to report other than July start date for Depot-8th St. trail

4. Cemetery Cannon

Approved by Council on Monday, March 21, 2022.

5. Park and Trail Advisory Committee Discussion

Items Added

Next Meeting: April 18, 2022



PARKS COMMITTEE MINUTES

February 22, 2022

1. **ROLL CALL:**

Members Present: Councilors Ron DeValois; Nick Laninga and Mark Wohlrab

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

2. **ACTION ITEMS:**

A. **Approval of Parks Committee Minutes- January 18, 2022**

Lanunga motioned to approve the January 18, 2022, minutes Wohlrab approved the motion.

Action: The Parks Committee Minutes from January 18, 2022, were approved.

3. **INFORMATION ITEMS:**

A. **Updates on Parks projects:**

Glennig

Initial Park planning meeting with Dave Christensen Feb. 24, 2022

Benson Park

Waiting on feedback from the wood scientist and engineering before moving forward

Exploratory committee met to discuss a turf complex

Discussion about a road going through the park led to agreement that one should not go through the park for safety reasons

Dickinson

Have invasive species workdays planned with students

Materials ordered for installation of foot bridge

Trails

Tree removal and mitigation strategies in several spots

CITY OF LYNDEN

PARKS DEPARTMENT



B. Cemetery Cannon

Information was presented that legal paperwork is being finalized for a donation agreement between the city and the cemetery district.

C. Maintenance Supervisor

An offer letter was extended and signed by Tim Holleman, start date is March 7, 2022.

D. Automated Lock Discussion

Discussion about the installation of door locks at City Park, Bender Fields, and Aaron Drive along with a bid from Security Solutions occurred. More information and IT concerns will be presented at the March meeting before a final decision is made.

4. ITEMS ADDED:

A. City Camping Ordinance

A city ordinance draft for camping on city property has gone through planning and is now being reviewed by legal.

Meeting Adjourned 5:05pm.

NEXT MEETING DATE
March 21, 2022

City of Lynden
Aaron Drive Restrooms
8770 Bender Rd.
Lynden WA 98264

Brent DeRuyter
DeRuyterB@lyndenwa.org

March 16, 2022

Page 1 of 3

SYSTEM PROPOSAL

BRIVO HOSTED FULLY WEB BASED - IP NETWORK ACS SYSTEM:

Provide and install a turn-key automated door locking system for the following locations and doors

1. Aaron Drive Building (2 doors)

COMMUNICATION NOTES:

1. For the Aaron Drive building location we have provided a wireless link to be installed that communicates back to the Bender Park office building. This wireless link will be an encrypted, secure, point to point wireless link. This will connect to the city's network in the office. This can also be used for future cameras at this restroom building.

For this system we have proposed the BRIVO brand system. BRIVO is the most respected hosted solution in the industry. Their system is also highly expandable, robust, and easy to use being fully web based. It is expandable to an unlimited number of sites, doors, cardholders, and locations. It is a fully web-based system - so all management of the system(s) can be managed from any web browser or free mobile application. This system requires NO on-site server or software allowing the system to be managed and programmed from any web browser or via their free mobile application.

HOSTING:

BRIVO hosts all of the info on their highly secure server and network. They have unparalleled system and communication security (see attached info). There is a simple monthly cost for the hosting and requires no on-site software or hardware nor are backups required.

The Brivo cloud system has a hosting fee of \$10 per door. This keeps all data in the cloud requiring no on-site server, backups, server maintenance. This automatically keeps the system controls and web interface up-to-date indefinitely plus warranties the entire system as noted above.

ITEMS THE CITY WILL NEED TO PROVIDE:

1. If 120VAC is required for the power supply's, this will need to be provided by the city. Voltage load may or may not require this in some locations.
2. City to ensure all doors have door closers and can smoothly close on their own without hanging up.

City of Lynden
 Aaron Drive Restrooms
 8770 Bender Rd.
 Lynden WA 98264

Brent DeRuyter
 DeRuyterB@lyndenwa.org

March 16, 2022

Page 2 of 3

SYSTEM COMPONENTS:

<u>Qty</u>	<u>Description</u>
1	BRIVO - Door Controller Module
1	ALTRONIX - Power Supply with 12V Battery Back Up
2	HES - Electric Door Strike
1	UBIQUITI - Wireless Point to Point High Speed Link
1	CABLE - Low Volt Electrical Cable
1	LABOR - Install Cable and Equipment, Program, and Provide End User Training.
1	PERMIT - Electrical Permit

SYSTEM TOTAL	\$5,438.04
---------------------	-------------------

+ sales tax & permit

MONTHLY SERVICES

<u>Qty</u>	<u>Description</u>	<u>Price Each</u>	<u>Extended</u>
0	Brivo Base Hosting Account - Includes First Door (Site)	\$40.00	\$0.00
1	Brivo Additional Door (Site) Hosting	\$10.00	\$10.00

MONTHLY PRICE	\$10.00
----------------------	----------------

City of Lynden
 Aaron Drive Restrooms
 8770 Bender Rd.
 Lynden WA 98264

Brent DeRuyter
 DeRuyterB@lyndenwa.org

March 16, 2022

Page 3 of 3

THESE ITEMS ARE EXCLUDED UNLESS CHECKED YES:

Included in Scope:	Yes:	Included in Scope:	Yes:	Included in Scope:	Yes:
Shop Drawings		Fire Permit		Prevailing Wages	X
As-Built Drawings		Electrical Permit	X	Performance Bond	
Data Submittals		Fire Stopping		Provide Lift(s)	
Wire Supply	X	Coring		Programming	X
Wire Installation	X	Door Lock Hardware	X	POE Switches	
Conduit & Installation	X	Door Lock Hardware Installatio	X	Testing	X
Devices	X	120v ac Power Material & Install		Training - Remote 1 hr.	X
Devices Installation	X			Training - Remote 4 hr.	

- Proposal is valid for 30 days from the date on this proposal
- All parts and labor are warranted for one year
- An authorized purchase order and/or contract will be required to commence work
- A system with monitoring or cloud hosting will require a contract to activate
- Additional work requested beyond the scope of this proposal will be billed at a time & material rate
- Additional parts needed to connect a cellular communicator with a weak cellular signal will be billed as an add
- Customer to provide robust & reliable Wi-Fi connection if needed
- Existing wiring or equipment to be integrated with this scope of work is assumed to be in working order and supported by the manufacturer, work and parts needed to upgrade or fix an existing system will be billed at a time and mat
- All work to be performed during SSNW's business hours Monday - Friday 8:00 - 4:30 excluding holidays
- Work will be billed each month in increments proportionate to progress toward completion of the project
- Balance to be billed at the completion of installation, payments are due at net 30 days from invoice date

Presented by: _____
 Tobey Vos - 360.815.2789

Acceptance: _____
 (please sign here)

_____ Date

City of Lynden
City Park Restrooms
8770 Bender Rd.
Lynden WA 98264

Brent DeRuyter
DeRuyterB@lyndenwa.org

March 16, 2022

Page 1 of 3

SYSTEM PROPOSAL

BRIVO HOSTED FULLY WEB BASED - IP NETWORK ACS SYSTEM:

Provide and install a turn-key automated door locking system for the following locations and doors

1. City Park Lower Restroom Building (2 doors)

COMMUNICATION NOTES:

1. The City Park restroom building will get a cellular module for communications.

For this system we have proposed the BRIVO brand system. BRIVO is a the most respected hosted solution in the industry. Their system is also highly expandable, robust, and easy to use being fully web based. It is expandable to an unlimited number of sites, doors, cardholders, and locations. It is a fully web-based system - so all management of the system(s) can be managed from any web browser or free mobile application. This system requires NO on-site server or software allowing the system to be managed and programmed from any web browser or via their free mobile application.

HOSTING/WARRANTY:

BRIVO hosts all of the info on their highly secure server and network. They have unparalleled system and communication security (see attached info). There is a simple monthly cost for the hosting and requires no on-site software or hardware nor are backups required.

The Brivo cloud system has a hosting fee of \$10 per door. This keeps all data in the cloud requiring no on-site server, backups, server maintenance. This automatically keeps the system controls and web interface up-to-date indefinitely plus warranties the entire system as noted above.

ITEMS THE CITY WILL NEED TO PROVIDE:

1. 1EA key cylinder for (2) panic bars being installed at the city park restrooms. A key cylinder to match the key system of the city.
2. If 120VAC is required for the power supply's, this will need to be provided by the city. Voltage load may or may not require this in some locations.
3. City to ensure all doors have door closers and can smoothly close on their own without hanging up.

City of Lynden
 City Park Restrooms
 8770 Bender Rd.
 Lynden WA 98264

Brent DeRuyter
 DeRuyterB@lyndenwa.org

March 16, 2022

Page 2 of 3

SYSTEM COMPONENTS:

<u>Qty</u>	<u>Description</u>
1	BRIVO - Door Controller Module
1	BRIVO - Cellular Connect Module
1	ALTRONIX - Power Supply with 12V Battery Back Up
2	HES - Electric Door Strike
2	ADAMA RITE - Panic Bar (for city park restroom doors)
1	CABLE - Low Volt Electrical Cable
1	LABOR - Install Cable and Equipment, Program, and Provide End User Training.
1	PERMIT - Electrical Permit

SYSTEM TOTAL	\$5,894.94
---------------------	-------------------

+ sales tax & permit

MONTHLY SERVICES

<u>Qty</u>	<u>Description</u>	<u>Price Each</u>	<u>Extended</u>
0	Brivo Base Hosting Account - Includes First Door (Site)	\$40.00	\$0.00
1	Brivo Additional Door (Site) Hosting	\$10.00	\$10.00
1	Cellular Connect Service (Aaron Dr and City Park)	\$28.00	\$28.00

MONTHLY PRICE	\$38.00
----------------------	----------------

City of Lynden
 City Park Restrooms
 8770 Bender Rd.
 Lynden WA 98264

Brent DeRuyter
 DeRuyterB@lyndenwa.org

March 16, 2022

Page 3 of 3

THESE ITEMS ARE EXCLUDED UNLESS CHECKED YES:

Included in Scope:	Yes:	Included in Scope:	Yes:	Included in Scope:	Yes:
Shop Drawings		Fire Permit		Prevailing Wages	X
As-Built Drawings		Electrical Permit	X	Performance Bond	
Data Submittals		Fire Stopping		Provide Lift(s)	
Wire Supply	X	Coring		Programming	X
Wire Installation	X	Door Lock Hardware	X	POE Switches	
Conduit & Installation	X	Door Lock Hardware Installatio	X	Testing	X
Devices	X	120v ac Power Material & Install		Training - Remote 1 hr.	X
Devices Installation	X			Training - Remote 4 hr.	

- Proposal is valid for 30 days from the date on this proposal
- All parts and labor are warranted for one year
- An authorized purchase order and/or contract will be required to commence work
- A system with monitoring or cloud hosting will require a contract to activate
- Additional work requested beyond the scope of this proposal will be billed at a time & material rate
- Additional parts needed to connect a cellular communicator with a weak cellular signal will be billed as an add
- Customer to provide robust & reliable Wi-Fi connection if needed
- Existing wiring or equipment to be integrated with this scope of work is assumed to be in working order and supported by the manufacturer, work and parts needed to upgrade or fix an existing system will be billed at a time and mat
- All work to be performed during SSNW's business hours Monday - Friday 8:00 - 4:30 excluding holidays
- Work will be billed each month in increments proportionate to progress toward completion of the project
- Balance to be billed at the completion of installation, payments are due at net 30 days from invoice date

Presented by: _____
 Tobey Vos - 360.815.2789

Acceptance: _____
 (please sign here)

_____ Date

City of Lynden
Bender Park Concession/Office Restrooms
8770 Bender Rd.
Lynden WA 98264

Brent DeRuyter
DeRuyterB@lyndenwa.org

February 15, 2022

Page 1 of 3

SYSTEM PROPOSAL

BRIVO HOSTED FULLY WEB BASED - IP NETWORK ACS SYSTEM:

Provide and install a turn-key automated door locking system for the following locations and doors

1. Bender Road Office Building Restrooms (2 doors)
2. Bender Park Concession Building Restrooms (2 doors)

COMMUNICATION NOTES:

1. For the concession building location we have provided a wireless link to be installed that communicates back to the Bender Park office building. This wireless link will be an encrypted, secure, point to point wireless link. This will connect to the city's network in the office. This can also be used for future cameras at this restroom building.

For this system we have proposed the BRIVO brand system. BRIVO is a the most respected hosted solution in the industry. Their system is also highly expandable, robust, and easy to use being fully web based. It is expandable to an unlimited number of sites, doors, cardholders, and locations. It is a fully web-based system - so all management of the system(s) can be managed from any web browser or free mobile application. This system requires NO on-site server or software allowing the system to be managed and programmed from any web browser or via their free mobile application.

HOSTING:

BRIVO hosts all of the info on their highly secure server and network. They have unparalleled system and communication security (see attached info). There is a simple monthly cost for the hosting and requires no on-site software or hardware nor are backups required.

The Brivo cloud system has a hosting fee of \$10 per door. This keeps all data in the cloud requiring no on-site server, backups, server maintenance. This automatically keeps the system controls and web interface up-to-date indefinitely plus warranties the entire system as noted above.

ITEMS THE CITY WILL NEED TO PROVIDE:

1. 2EA network switchport at the main park office. 1 for the wireless link and 1 for the door controller.
2. 1EA key cylinder for (2) panic bars being installed at the city park restrooms. A key cylinder to match the key system of the city.
3. If 120VAC is required for the power supply's, this will need to be provided by the city. Voltage load may or may not require this in some locations.
4. City to ensure all doors have door closers and can smoothly close on their own without hanging up.

City of Lynden
 Bender Park Concession/Office Restrooms
 8770 Bender Rd.
 Lynden WA 98264

Brent DeRuyter
 DeRuyterB@lyndenwa.org

February 15, 2022

Page 2 of 3

SYSTEM COMPONENTS:

<u>Qty</u>	<u>Description</u>
2	BRIVO - Door Controller Module
2	ALTRONIX - Power Supply with 12V Battery Back Up
4	HES - Electric Door Strike
2	LOCKSET - Lever Lockset Grade 1 (Concession stand)
1	UBIQUITI - Wireless Point to Point High Speed Link
1	CABLE - Low Volt Electrical Cable
1	LABOR - Install Cable and Equipment, Program, and Provide End User Training.
1	PERMIT - Electrical Permit

SYSTEM TOTAL	\$10,359.91
---------------------	--------------------

+ sales tax & permit

MONTHLY SERVICES

<u>Qty</u>	<u>Description</u>	<u>Price Each</u>	<u>Extended</u>
0	Connects to existing City of Lynden Brivo Account	\$40.00	\$0.00
2	Brivo Additional Door (Site) Hosting	\$10.00	\$20.00

MONTHLY PRICE	\$20.00
----------------------	----------------

City of Lynden
 Bender Park Concession/Office Restrooms
 8770 Bender Rd.
 Lynden WA 98264

Brent DeRuyter
 DeRuyterB@lyndenwa.org

February 15, 2022

Page 3 of 3

THESE ITEMS ARE EXCLUDED UNLESS CHECKED YES:

Included in Scope:	Yes:	Included in Scope:	Yes:	Included in Scope:	Yes:
Shop Drawings		Fire Permit		Prevailing Wages	X
As-Built Drawings		Electrical Permit	X	Performance Bond	
Data Submittals		Fire Stopping		Provide Lift(s)	
Wire Supply	X	Coring		Programming	X
Wire Installation	X	Door Lock Hardware	X	POE Switches	
Conduit & Installation	X	Door Lock Hardware Installatio	X	Testing	X
Devices	X	120v ac Power Material & Install		Training - Remote 1 hr.	X
Devices Installation	X			Training - Remote 4 hr.	

- Proposal is valid for 30 days from the date on this proposal
- All parts and labor are warranted for one year
- An authorized purchase order and/or contract will be required to commence work
- A system with monitoring or cloud hosting will require a contract to activate
- Additional work requested beyond the scope of this proposal will be billed at a time & material rate
- Additional parts needed to connect a cellular communicator with a weak cellular signal will be billed as an add
- Customer to provide robust & reliable Wi-Fi connection if needed
- Existing wiring or equipment to be integrated with this scope of work is assumed to be in working order and supported by the manufacturer, work and parts needed to upgrade or fix an existing system will be billed at a time and mat
- All work to be performed during SSNW's business hours Monday - Friday 8:00 - 4:30 excluding holidays
- Work will be billed each month in increments proportionate to progress toward completion of the project
- Balance to be billed at the completion of installation, payments are due at net 30 days from invoice date

Presented by: _____
 Tobey Vos - 360.815.2789

Acceptance: _____
 (please sign here)

_____ Date