



PARKS COMMITTEE MEETING MINUTES

October 21, 2024

1. **ROLL CALL:**

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

Staff Present: Parks Director; Brent DeRuyter, and Parks Admin. Assistant; Nancy Norris,

Guest: Rec District Commissioners; Bob Johnson and Amanda May, Healthy Futures Group Members; Duane Korthuis, and James Fritts, Councilors; Lee Beld and Kyle Strengholt

2. **ACTION ITEMS:**

A. **Approval of Parks Committee Minutes- September 16, 2024**

Action: *The minutes from September 16, 2024, were recognized and accepted by the Parks Committee.*

B. **Guest Presenters- Healthy Futures Group Members Presentation**

Duane Korthuis and James Fritts gave a presentation to the Parks Committee Members and Guest Councilors proposing a New Community Center.

Healthy Future Group was created in 2020 and met with Lynden Community to launch their vision 3 days before COVID restrictions were put in place.

Mr. Korthuis and Mr. Fritts pitched the concepts of how private and public funds can build this Community Center economically benefiting the community and city greatly. The vision for this group is focusing on building a strong supportive community, offering childcare, senior activities, diverse inclusion, mental health, and activities for all ages.

Mayor Korthuis thanked Mr. Korthuis and Mr. Fritts for their presentation and offered to set up a planning meeting with the Healthy Futures Group with City Administrators, Parks Director DeRuyter, and Community Development Director Gudde.

At the conclusion of the presentation, Guest Councilors Beld and Strengholt excused themselves from the remainder of the Parks Committee meeting.

~~C. Approval of Pioneer Construction Services bid for Bender Shop Addition~~

~~This item was pulled off the agenda.~~

D. Bender Fields Improvement Project

A donor group has renderings for a structure in fields 1-4 and 5-8 for future use for committee approval (in concept)



The Parks Committee reviewed the plans for two (2) new structures between the 4-plex of Softball fields 1-4 and baseball fields 5-8. Both structures will house restrooms, storage, partial concessions, and the upper deck will have a press box and scoreboards for each field.

Action: *The Parks Committee approved the plans for the two new structures as presented in concept only.*

3. INFORMATION ITEMS:

A. Updates on Parks and Trails

Benson Park

Renovation of the Barn should begin by November. The contract needed to be modified for ADA accessibility, increasing the cost by approximately \$12,000.00.

Volunteers are using the barn for staining boards for Schoolyard Park, Bob Libolt needed volunteers to stain boards for the new pavilion at Schoolyard Park. Harv Hendrick, Vern Meenderinck and Lee Beld volunteered their time completing the project within three days.

Schoolyard Park

Work on erecting the entry archway and pavilion have been completed and a lot of the roofing, decking and windows will be installed in both structures soon

The Playground Equipment Proposal has been presented to a donor and a request for approval of the donation will be presented to the City Council. (It is on the consent agenda for the 10/21/24 Council Meeting.)

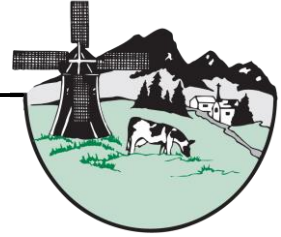
B. Bench Donation Request - Northwood Lynden Jim Park

Request from Mr. Robert Boertien for a memorial bench along the walkway at Northwood Lynden Jim Park. The plaque will memorialize Boertiens' parents who had homestead the park property and surrounding areas in the early 1900's.

Action: *The Parks Committee approved the bench donation on behalf of the Boertien Family and approved the location of the bench at Northwood Lynden Jim Park. The Parks Committee asked DeRuyter to make sure the wording of the plaque met the policy criteria.*

C. Continued Discussion of the Department's 2025 Budget

DeRuyter shared with Parks Committee as they were previously made aware that each department was tasked with cutting 10% out of their budgets, Parks was able to achieve this task noting it wasn't an easy decision. As part of the proposed budget cuts, it was decided to reduce Parks Administrative Assistant's/Rec Coordinator Nancy Norris' position to a non-standard 32hr. work week and she will still receive most benefits. Vis asked what was and is the check point list on the budget restraints. The City Administration is still working on budget cuts within all departments.



Laninga asked if these reductions were temporary. Mayor Korthuis mentioned Leadership and City Administration will not know until the next budget review.

Laninga questioned if Parks will take over maintaining the wastewater and sewer treatment plants properties and other city facilities janitorial contracts as proposed? DeRuyter said those proposal details are still on the table as a possibility.

4. ITEMS ADDED

A. Northwood Lynden Jim Irrigation

DeRuyter explained that the Well that irrigates the park has also been serving the HOA irrigation system providing 30+ residents with free irrigation water for the past three (3) years. A notification will go out to the HOA informing the homeowners that a provider's flat rate fee will be charged to the homeowners who use this well for their irrigation purposes.

B. Benson House Lease

The Benson house is vacant, and the City will be advertising to lease the three (3) bedroom 1.5 baths house to city employees first. Rental fee has yet to be determined, but will be figured at the current market rate, and the 12.84% leasehold excise tax fee. The roof needs to be replaced, and the house painted inside and out and other maintenance from normal wear and tear as needed. A repair list is being compiled.

C. Rotary- Sand Volleyball Donation

Rotary has donated approximately \$40,000 for an additional sand volleyball court. These funds will be held in the Our Town Foundation.

D. Rec District Report

The Rec District received a letter from RCO regarding the outdoor improvement grant given to the Rec District and needing proof of the Bender Rec District property lines and the Bender Boulevard property lines and copies of any agreements. Currently it looks like Bender Boulevard is located on the Rec District property.

DeRuyter will meet with the Community Planning Dept. to research documentation of the disputed property lines and boundaries.

E. Berthusen Park Oct. 2, 2024, Minutes- For Information Only

Meeting Adjourned at 5:38pm.

NEXT MEETING- Monday, November 18, 2024