



PARKS COMMITTEE MINUTES

~~September 12, 2022 Canceled~~
Rescheduled September 20, 2022

1. ROLL CALL:

Members Present: Mayor Korthuis, Councilors Ron DeValois, Nick Laninga and Mark Wohlrab

Staff Present: Parks Director DeRuyter; Parks Admin. Assistant Nancy Norris, Park Maintenance Supervisor Tim Holleman

Guest: Park & Rec. Commissioner Bob Johnson

2. ACTION ITEMS:

A. Approval of Parks Committee Minutes- August 15, 2022

Laninga motioned to approve the August 15, 2022, minutes Wohlrab approved the motion.

Action: *The Parks Committee Minutes from August 15, 2022, were approved*

3. INFORMATION ITEMS:

A. SHKS Presentation on the Benson Barn Project

Follow up communication made, but no date set for onsite visit.

B. Updates on Parks projects

Benson Park

Exploratory committee turf complex committee met September 15, 2022. This Committee is going to continue to pursue a turf complex for the Community. Chris Overdorf with SCJ is looking at how to make a turf complex more feasible for the community.

Dickinson

Moving the swinging gate from Berthusen to Double Ditch in October. A master will be given to the house tenant for emergency access only.

Dickenson Park house roof needs repair and replaced. Parks Director DeRuyter asked Joostens Roofing to submit an estimate. Joosten proposed an 50year composite roof with new base boards and fascia boards and gutters at \$26,000. After speaking with Finance Director Burrows, about funding and approval of funds, Joostens Roofing is scheduled to install the new roof October 24, 2022.

Automated Lock Report

Doors are delivered, and Security Solutions will finish connecting the week of Sept. 19-23, 20022.



Bender Fields/City Park

Numerous vandalism incidents at both sites. Looking into camera upgrades. Council Members questioned if the worth of the cameras for identification purposes when the vandals are completely unrecognizable. Suggest notifying Lynden Watch social media, the community will show up to help paint and remove the graffiti as they have in the past. Parks Director DeRuyter will contact Lynden Watch with any future graffiti.

- C. Park and Trail Advisory Committee contacted for availability of a combined meeting in October.** Parks Director DeRuyter is going to schedule a solo meeting in October or November with the Park and Trail Advisory Committee.

D. Update on the implementation of signage ideas for Parks Rules/Hours and E-bikes and E-scooters on City Trails after Council approval.

It was suggested to paint the speed limit on the trail pavement and to post the rules at the trail connections.

a. Budget Discussion/Major Line Items

1. 1.0 FTE Position

- a. Increased property responsibilities at Glenning, Dickinson, and Heusinkveld
- b. Increased trail responsibilities along Badger and starting from Depot to 8th with the Dickinson section coming soon thereafter.
- c. Right now, due to school requirements and family vacation/weddings our 4 seasonal employees are really 3 positions based on months worked

2. Office Move

- a. Budget amendment due to added costs and lack of interest in project so have had to seek out individuals (only bid is from Faber Bros. at \$230k so far)

3. Equipment (Based on the updated Capital Plan)

- a. 1 Pick-up/1-ton since current one from Public Works is deteriorating rapidly
- b. JD Tractor for mowing (~5,000 hrs) (\$40,000)
- c. JD Riding Lawn Mower (\$6,000)
- d. Aerator- up to \$8-9000 and used to be on small equipment list

4. Small Equipment

- a. Could really use another snow blower for added property (\$2,500)
- b. Utility Trailer (existing 2nd one is rotten and needs replacement) (\$3,500)
- c. Exmark push mower--\$1200

5. Maintenance

- a. City Park Storage Shed Roof replacement—could do ourselves (~\$5,000)
- b. New Outfield Fence for Fields 5-8 @ Bender— (~15,000)
- c. Request to tie into City Water Line at Lynden Jim



d. Cameras—Would like to ask for \$5,000 to begin putting up higher quality ones at different park and trail sites

E. Discussion on Sept. 22 Joint Meeting with the Lynden School District.

Items from parks will be the development of the Glenning Property and Benson Park, and a Turf Complex.

4. ITEMS ADDED

A. Benson House and Park Property shared power meter.

The Benson House lease says the tenant is responsible for the house electric bill, but after the lease was written it was discovered the other outbuildings, barn, and irrigation well all share one meter. It was determined that the city would pay the electric/power bill. The lease was never changed to reflect this agreement. Parks Director DeRuyter recommends splitting the power by having PSE install separate meters.

Action: Parks Committee Supported separating the Benson Park power between two meters. Parks Committee also recommends PW assist with any infrastructure prep work that we can do in house to cut cost.

B. Berthusen Caretakers House Lease Renewal Discussion:

More discussion on terms and due diligence on insurance matters to follow. **Parks Committee members will be notified via email.**

Meeting Adjourned: 5:27pm

NEXT MEETING-OCTOBER 17, 2022