



### PARKS COMMITTEE MEETING MINUTES

November 18, 2024

#### 1. **ROLL CALL:**

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

**Staff Present:** City Administrator; John Williams, Parks Director; Brent DeRuyter, and Parks Admin. Assistant; Nancy Norris

#### 2. **ACTION ITEMS:**

##### **A. Approval of Parks Committee Minutes- October 21, 2024**

The minutes from October 21, 2024, were recognized and accepted by the Parks Committee.

##### **B. Approval of Mt. Baker Rotary Donation for Bender Fields Gates**

Mt. Baker Rotary donated eight (8) dugout gates two per fields 1-4. This will help keep spectators entering the team dugouts, spectators are not allowed in that area, for official school tournaments.

***Action The Parks Committee accepted the donation of the eight (8) dugout gates from Mt. Baker Rotary.***

#### 3. **INFORMATION ITEMS:**

##### **A. Updates on Parks and Trails Benson Park**

Renovation of the Barn should begin as soon as a contract is completed that works in conjunction with the proposal that was previously approved. The Contractor hopes to begin as soon as possible.

Volunteers are still using the barn for the staining and storage of boards for Schoolyard Park

The Windmill restoration is complete and has been moved to the Lynden Pioneer Museum.

House Roofing/Fascia/Gutter Replacement numbers still are coming in from three (3) local roofing companies.

##### **Dickinson House**

Potential carpet and padding may be necessary due to water damage, staff are trying to trace where the leak is coming from.



### **Schoolyard Park**

Work on more parts of the entry archway and pavilion have been completed by a host of volunteers and contractors.

Playground Equipment Proposal was approved by the Council in October and has been ordered.

### **Parks Department Shop Addition**

Construction will begin as soon as a contract is completed that works in conjunction with the proposal that was previously approved

### **B. Continued Discussion of the Department's 2025 Budget**

Request from the operations team to purchase a new paint machine due to pump and seal issues with the current one.

It will cost approx. \$2000 to rebuild or \$6000 for a brand new one. The money would come from Parks Capital Reserve. The Parks Committee entertained the discussion of the cost of a robotic field painter and other robotic equipment.

***Action- Park Committee recommended rebuilding the existing painter. The Parks Committee asked the Parks Director to prepare a detailed report of the pros and cons and cost of robotic equipment mowers, field painters etc....***

Updated numbers for necessary items to purchase for additional duties in 2025  
The Parks Director prepared an itemized list of equipment and approximate cost per piece of equipment. The purchase for this equipment list will come from Parks Capital Reserve and the City's Enterprise Funds.

### **C. Berthusen Park Partnership with Tractor Club**

Water usage and internet usage for potential camera by entry road.

The Tractor Club is providing the Berthusen park house and park front entrance lawns with water, and now will provide the Park with internet usage. The Tractor Club is asking for assistance with the water cost and internet usage.

The mayor will meet with the Tractor Club to have a formal discussion.

### **D. Field Reservation Updates to Unified Fee Schedule**

Request to add all numbers for both facility and field reservations the document was accepted by the Finance Department.

DeRuyter explained that the Park field fees were not included in the 2024 unified fee schedule per the exemption from the previous finance director. However, all other Park fees were included in the 2024 UFS.

Potential changes due to budget constraints and workload

Finance Director Scholl had asked all fees to be increase by 5% rounding up to the nearest dollar.



Vis asked that the Lynden Youth Sports fees be kept reasonable per the nature of their program being a recreational program versus a select program.

Laniga asked Norris how often the fees have been increased over the years. Norris noted the picnic facilities were increased by \$10 for 2024. For 2024 there were some changes to the field fees, noting that most field fees did not increase. Instead, the definition of league status changed, which changed the fees slightly. For example, there is no longer a rec league or select league fee difference, only a youth fee per the league/organization being local non-profit or non-local, or for profit.

Williams explained that the City Attorney found that you can't define a youth program as rec or select and charge different fees.

Norris explained too there is a historic field use policy in place that gives LYS priority field use.

Mayor Korthuis also asked the committee to keep in mind of the percentage increase and rounding up to the nearest dollar year after year.

*Action: The Parks Committee asked to have a copy of the park picnic facilities and fields recommended 2025 fee increases for further review.*

*Parks Director DeRuyter will email the increases for the Parks Committee review and recommendations. The Parks Committee will email all comments and recommendations back to DeRuyter.*

#### **4. ITEMS ADDED**

##### **A. Trail Update**

The trail renovation will begin this spring.

##### **B. Aaron Dr. Parking Access**

Wohlrab asked about the status of the right turn only out of the parking lot on to Aaron Dr. DeRuyter will follow up with PW and Planning regarding this inquiry.

**Meeting Adjourned: 5:00 PM.**

**NEXT MEETING- Monday, December 16, 2024**    December 2024 Meeting Canceled