



PARKS COMMITTEE MEETING MINUTES

February 18, 2025

1. **ROLL CALL:**

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

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

Guest: Bob Johnson Rec District Commissioner, and Amanda May

2. **ACTION ITEMS:**

A. Approval of Parks Committee Minutes- January 21, 2025

Wohlrab moved to approve January 21, 2025, minutes, Laninga seconded the motion.

The Parks Committee approved the motion to approve the Parks Committee January 21, 2025, Minutes.

B. Approval of Parks Maintenance Shop Addition Contract

The Parks Committee reviewed the Parks maintenance shop addition contract and the additional fees adding approx. \$50,000 for prevailing wage.

The Parks Committee approved the Contract for Addition to the Parks Maintenance Shop.

3. **INFORMATION ITEMS:**

A. Updates on Parks and Trails

Dickinson Park and House

Park and Trail Advisory is researching an inner loop trail route (minutes included). This trail that the advisory is designing will be a nature trail beginning at the parking area off Fishtrap Way meandering upward through the woods and back down along the creek trekking through the entire park and loop back to parking area.

Dickinson House:



No Trespassing, Private Residence signs have been ordered to be installed near the house to keep Park visitors from invading the renter's outdoor residential space.

These signs are necessary as more park users have been roaming the outside of the residence and becoming a nuisance/invasion to the renter and her family. Without signage stating that the house is a private residence, park users can freely roam the residential outdoor space.

Schoolyard Park

Playground Equipment has arrived, and excavation will start soon
The initial meeting with the Restroom facility designer was profitable

Parks Department Shop Addition

The Contractor hopes to begin right away in March.

B. 2025 Department Duties Update

Clarification Letter went out to City Employees, so all understood the cleaning schedule, reason for hiring, scope of work, etc...

Maintenance Supervisor Tim Holleman hopes to keep the hours of cleaning and additional mowing and landscape work to a maximum of 20 hours per month. The deep cleaning of the facilities is done once a week between 6am-7:30am, 3+ parks staff work together for efficiency and time management.

C. Bender Fields Structures Update

Engineers are working on final plans for 2 structures between fields 1-4 and 5-8. The community volunteers who are donating these structures hope to have them built by May of 2025.

D. Park Impact Fees Discussion

Councilor Vis asked the Parks Committee if there should be a review of Park Impact Fees. After a brief discussion, the Parks Committee asked DeRuyter to get check with the City of Ferndale to compare park impact fees to see if our fees are adequate.

4. ITEMS ADDED

A. Schoolyard Park Proposal Review

Architect Greg Robinson (GRA) submitted a proposal to design a restroom facility for Schoolyard Park. The design of the building will be like the structural designs of the new pavilion and entrance archway off Edson St., the restrooms will be located north of the other facilities center of the Glenning St side of the property.

The Parks Committee asked DeRuyter to find out if GRA is on the MRSC small works roster.



B. The Gun Club Lease

The Gun Club has not signed the new lease yet and are asking for a modification of the lease. The City Attorney included in the lease that the Gun Club would need to obtain environmental insurance policy. The Gun Club has reached out to multiple gun club ranges from Idaho to California trying to find a similar insurance policy to reference and there is none.

The Parks Committee asked DeRuyter to further research this request with the City Attorney. The Parks Committee would like to move forward with this lease for the Gun Club to be able to apply for Grants and be a viable club for the community.

C. Benson Potential Ag Land Lease

With the setbacks of developing Benson Park and the focus of adding to the City Trail and developing Dickinson and Schoolyard Park, DeRuyter is looking at acquiring potential interest to lease out the Benson Park land for crop use.

D. March Meeting Date

The Parks Committee agreed to cancel the March 2025 Parks Committee.

~~NEXT MEETING- Monday, March 3 2025 (tentative) -CANCELED~~

Meeting Adjourned: 4:58pm.

NEXT MEETING- Monday April 21, 2025