

**City of Pacific
Park Board Commission
MEETING AGENDA
Tuesday, October 19,
2021**

6:30 p.m.

MEMBERS: Kate Hull-Pease, Chairperson; Gina Lisak, Shawna Carey, Scott Newbold, Regina Ingram

MEMBERS ABSENT: Jim Meier

CITY STAFF:

James Morgan, Public Works Manager
Alyssa Tatro, Associate Planner

Approve Meeting Minutes: August 17, 2021

Discussion Items:

- 1) **Parks Inspections Report Aug 20 – Sept 20, 2021**
- 2) **Outdoor Fit Park Equipment – update on acquisition**
- 3) **Park Art – Piano Harp- Finalize location & details**
- 4) **Beaver Park Gate – update**
- 5) **Pacific Meadows Master Plan – update**
- 6) **Adjourn**

The next Regular Park Board Meeting is scheduled for Tuesday November 16, 2021 at 6:30 p.m.

**City of Pacific Park Board
Minutes for August 17, 2021**

Chairperson Kate Hull Pease started the Park Board meeting at 6:30p.m.

Attendance

Members Present: Chairperson Kate Hull Pease, Gina Lisak, Jim Meier, Regina Ingram and Scott Newbold

Members Absent: Shawna Carey

Member Lisak moved to excuse Member Carey, seconded by Member Newbold. Motion approved unanimously via Voice Vote

City Staff: Alyssa Tatro, Associate Planner; Jim Morgan, Public Works Manager; Nicole Schunke, Administrative Assistant

Approval of Park Board Minutes

The minutes were approved unanimously via Voice Vote

Approval of Agenda

Park Board added Park Tour Discussion, Beaver Park Gate, and Interurban Trail Memorial as Discussion Items 3, 4, and 5

The amended agenda was approved unanimously.

Discussion items

1. Outdoor Fit Park Equipment – discuss equipment and potential locations

Jim Morgan provided an update, the P.O has gone out and plans and specs went out for the cement slab. The project should be starting by mid October.

The Park Board asked to add rubber padding around the equipment after it's installed.

2. Park Art – Piano Harp- Choose a Location

Member Meier moved to put the piano harp seconded by member Lisak, approved unanimously via Voice Vote

3. Discussion of Park Tour Results

Member Lisak went over the Park Board Tour notes.

4. Beaver Park Gate

Jim Morgan said he will give an update at the September meeting.

5. Interurban Trail War Memorial Committee

There has not been a meeting for the Interurban Trail War Memorial Committee. Jack will provide an update on when the meetings will start.

Adjourn

The meeting was adjourned at 7:16p.m.

Next meeting will take place on Tuesday, September 21, 2021 via Zoom Meeting

Minutes prepared by Nicole Schunke, Administrative Assistant

Meeting Minutes Approved

Kate Hull Pease, Commissioner

Date

PARK INSPECTION SUMMARY FOR PARK BOARD

Inspection Items by Park Maintenance Lead

Vandalism-damage, graffiti, glass, trash, needles	Wood rotten, cracked, missing	Surfacing material
Loose or missing hardware	Remove foreign objects - chains, ropes, wood	Swings
Chains kinked, twisted, broken	Sweep walkways, platforms, steps	Climbers
Guardrails and handrails	Concrete footers exposed	Slides
Seats - cut, cracked, missing	Standing water	

PARK INSPECTIONS - AUG 20 - SEP 20, 2021

TALLY OF "GOOD" FOUND IN EACH PARK

average of each park

	20-Aug	23-Aug	6-Sep	10-Sep	13-Sep	17-Sep	20-Sep	Week	Week		red=below average
ASPEN	15	14	16	15	15	16	14				15.000
BEAVER	14	14	15	16	14	14	15				14.571
BLUEBERRY	14	15	14	14	14	15	15				14.429
CITY	15	15	15	15	15	15	16				15.143
C STEIGER	14	14	14	15	14	15	14				14.286
ELISE	14	14	14	14	14	15	14				14.143
MILWAUKEE	15	15	16	14	14	15	15				14.857
OTTER	16	14	17	15	17	17	15				15.857
RHUBARB	16	16	16	16	18	17	16				16.429
STRAWBERRY	14	14	14	14	14	14	14				14.000
SUNSET	14	15	15	14	15	14	14				14.429
	average all= 14.831										
											#DIV/0!
TRAIL											#DIV/0!

NOTES

		funded	amount
ASPEN	parking overrun by neighbors		
BEAVER			
BLUEBERRY	Replaced lag screws on bench / parking overrun by neighbors		
CITY	Downed tree from beavers /		
C. STEIGER			
ELISE			
MILWAUKEE	Board on bench slightly loose		
OTTER			
RHUBARB	play structure signs of wear on leg / downed tree from beavers / back support on bench broken off/ bench keeps getting vandalized		
STRAWBERRY			
SUNSET			
TRAIL			
OTHER			

TOTALS 0 \$0

PARK BOARD RESPONSE

Number of parks 11

1
2
3
4
5
6
7
8
9
10
11
12

TOTAL "GOODS"	INSPECT-ION COUNT	AVERAGE
105	7	15.000
102	7	14.571
101	7	14.429
106	7	15.143
100	7	14.286
99	7	14.143
104	7	14.857
111	7	15.857
115	7	16.429
98	7	14.000
101	7	14.429
0	0	#DIV/0!
0	0	#DIV/0!
1142	77	14.831
TOTAL "GOODS" PER PARK	TOTAL INSPECT-IONS	GRAND AVERAGE

NOTES: Do not include trash, garbage, or litter

PARK INSPECTION SUMMARY FOR PARK BOARD

Inspection Items by Park Maintenance Lead

Vandalism-damage, graffiti, glass, trash, needles	Wood rotten, cracked, missing	Surfacing material
Loose or missing hardware	Remove foreign objects - chains, ropes, wood	Swings
Chains kinked, twisted, broken	Sweep walkways, platforms, steps	Climbers
Guardrails and handrails	Concrete footers exposed	Slides
Seats - cut, cracked, missing	Standing water	

PARK INSPECTIONS - SEP 24 - OCT 15, 2021

TALLY OF "GOOD" FOUND IN EACH PARK											average of each park
	24-Sep	27-Sep	1-Oct	4-Oct	8-Oct	11-Oct	15-Oct	Week	Week		red=below average
ASPEN	16	15	15	16	15	15	15				15.286
BEAVER	14	14	14	16	14	15	14				14.429
BLUEBERRY	15	14	14	15	14	14	14				14.286
CITY	15	17	closed	closed	closed	closed	closed				16.000
C STEIGER	14	15	14	15	15	15	15				14.714
ELISE	15	15	14	14	14	14	14				14.286
MILWAUKEE	15	15	17	15	14	15	15				15.143
OTTER	17	18	17	17	14	17	17				16.714
RHUBARB	16	15	15	16	15	17	15				15.571
STRAWBERRY	14	14	15	15	15	14	15				14.571
SUNSET	14	14	14	15	14	14	14				14.143
	average all= 15.013										
											#DIV/0!
TRAIL											#DIV/0!

NOTES			funded	amount
ASPEN				
BEAVER				
BLUEBERRY	WM cans not picked up again			
CITY	Swings vandalized			
C. STEIGER	Dog poop is a real problem here.			
ELISE				
MILWAUKEE	Neighbor trimmed his maples and left on the ground			
OTTER	Garbage can keeps being moved and dumpe in swing area			
RHUBARB	Leg on play structure showing signs of wear			
STRAWBERRY				
SUNSET				
TRAIL				
OTHER				
TOTALS			0	\$0

PARK BOARD RESPONSE

Number of parks	11
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1
2
3
4
5
6
7
8
9
10
11
12

TOTAL "GOODS"	INSPECT-ION COUNT	AVERAGE
107	7	15.286
101	7	14.429
100	7	14.286
32	2	16.000
103	7	14.714
100	7	14.286
106	7	15.143
117	7	16.714
109	7	15.571
102	7	14.571
99	7	14.143
0	0	#DIV/0!
0	0	#DIV/0!
1076	72	14.944
TOTAL "GOODS" PER PARK	TOTAL INSPECT-IONS	GRAND AVERAGE

NOTES: Do not include trash, garbage, or litter



QUOTE: 27694 - Rounds (158411)

Account Name City of Pacific		Ship Via -		Rep 7GOV1	
Contact Name James Morgan		Terms Net 30		Created By Ryn Soper	
Phone 253-929-1113		PO Number -		Created Date 6/2/21	
Email jmorgan@ci.pacific.wa.us		Tracking Email -		Expiration Date 7/2/21	
Bill To: jmorgan@ci.pacific.wa.us City of Pacific 100 3rd Ave. SE Pacific, Washington 98047 United States		Ship To: City of Pacific 100 3rd Ave. SE Pacific, Washington 98047 United States		Shipping Contact Information: Full Name James Morgan Phone Number 253-929-1113	

Qty.	Product	Short Description – Full details outlined on product spec sheets when applicable	Unit Price	Line Total
3	SLAT WASTE	[67885] SLAT WASTE - RIVETED - 35 GALLON - TOP MOUNTED - BLUE - MOLDED TOP (DOME) - BLACK 6 X 6 POST	\$868.00	\$2,604.00
Subtotal			\$2,604.00	
S/H		SHIPPING & HANDLING - **ADDITIONAL SERVICES AVAILABLE UPON REQUEST (CHARGES MAY APPLY)**	\$735.00	
Grand Total			\$3,339.00	

Per US tax law, we're required to collect sales tax in the majority of states. If applicable, sales tax will be applied upon invoice.

**My signature on this quote verifies that I have approved
this order and all information is accurate.**

SIGNATURE

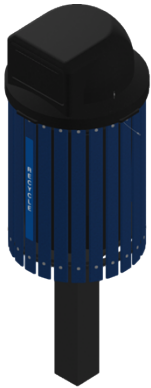
DATE

Company Address W248N5499 Executive Drive
Sussex, Wisconsin 53089
USA

Phone (800) 505-7926
Organization (Fax) 888-868-7184

Spec Sheet For Slat Waste **67885**

City of Pacific | Qty: 3 | \$868.00 Each | \$2,604.00 Total

Construction	Material	Capacity	Mounting Style	Top Style	
Riveted	Recycled Plastic	35	Post Mount - Top	Molded - Dome	
Product Tag	Bottom	Slat Color	Top Color	PostHeight	
Max R	Included	Blue	Black Granite	31.5"	
Secure Lid					
Included					

Section 1	
Slat Opening ID: Text	Recycle
Slat Opening ID: Type - Color	Overlaid - Text Only - White / Blue

1 **DISCOVERY**

We'll learn about your project needs, as well as your organization's overall goals.

2 **RECEIVE QUOTE & CONCEPTUAL RENDERINGS**

We'll provide quotes, and when necessary, conceptual renderings. Depending on the size of the project, renderings may take up to a week to complete.

3 **QUOTE APPROVAL**

You approve the quote.

4 **FINAL ARTWORK APPROVAL**

All custom configured products require a detailed proof approval before the order is released into production. In addition, you may receive engineering drawings for modified or custom products. The detailed proof/engineering drawings must be approved via our online proofing software, ProofHQ.

5 **ORDER CONFIRMATION & PAYMENT**

After the quote has been approved, you'll receive an order confirmation that includes product details, shipping and billing information, and any special delivery instructions. Orders over \$20,000 require 2/3 down payment. First time orders require payment in full.

6 **PRODUCTION BEGINS**

Your order is scheduled with an estimated ship date (usually 4-6 weeks following the artwork approvals, depending on workload). If necessary, the deposit is due before production. During the production process, you can contact us at any time for order status updates.

7 **SHIPPED WITH TRACKING INFO**

After the items are complete and ready to be shipped, you will receive tracking information for the delivery. All items are shipped from our headquarters in Sussex, WI. Transit time is approximately 2-4 days, depending on location.



Outdoor-Fit Exercise Systems

4-50 Thornhill Drive
Dartmouth, NS B3B 1S1
Canada

TAMPERPROOF.

WEATHERPROOF.

SAFE.

SALES ORDER

INVOICE TO

City of Pacific
100 3rd Avenue SE
Pacific, WA 98047
Attention: Jim Morgan



SHIP TO

City of Pacific
100 3rd Avenue SE
Pacific, WA 98047
Attention: Jim Morgan

DATE	S.O. No.	P.O. No.	REP
2021-08-18	113	3033	RP

Item	Description	Ordered	Factory Direct Price/U...	Total
	Attention: Jim Morgan	1	0.00	0.00
	Special Demo Site Quote			0.00
Apollo Multigym	Apollo Multi-Gym - Assisted Chin Up - Assisted Dip - Plyo Platform - Vertical Knee Raise - Back Extension - Calf Raise - Lat Pulldown - Tricep Pressdown - Seated Row - Bicep Curl - Upright Row	1	9,075.00172	9,075.00
Apollo - Steel Surcharge	Steel Surcharge for Apollo Multigym	1	565.00	565.00
Everest Cardio Climber	IF PAYING BY CREDIT CARD A 3% PROCESSING FEE WILL BE APPLIED TO EVEREST CARD ORDER	2	3,275.00076	6,550.00
Everest Steel Surcharge	Steel Surcharge for Everest Cardio Climber	2	155.00	310.00

PAYMENT TERMS:

SUBTOTAL

SALES TAX

TOTAL

To place order, and to verify that all information is correct, please have legal signing authority for your organization sign and date where indicated.

PRINT NAME

James J Morgan

TITLE

Public Works Manager

DATE

8/18/2021

SIGNATURE

[Signature]



Outdoor-Fit Exercise Systems

4-50 Thornhill Drive
Dartmouth, NS B3B 1S1
Canada

TAMPERPROOF.

WEATHERPROOF.

SAFE.

SALES ORDER

INVOICE TO

City of Pacific
100 3rd Avenue SE
Pacific, WA 98047
Attention: Jim Morgan

SHIP TO

City of Pacific
100 3rd Avenue SE
Pacific, WA 98047
Attention: Jim Morgan

DATE	S.O. No.	P.O. No.	REP
2021-08-18	113	3033	RP

Item	Description	Ordered	Factory Direct Price/U...	Total
Freight	Freight		2,065.00	2,065.00
IF PAYING BY CREDIT CARD A 3% PROCESSING FEE WILL BE APPLIED TO ORDER				

PAYMENT TERMS:

SUBTOTAL USD 18,565.00

SALES TAX USD 0.00

TOTAL USD 18,565.00

To place order, and to verify that all information is correct, please have legal signing authority for your organization sign and date where indicated.

PRINT NAME _____ TITLE _____ DATE _____

SIGNATURE _____

PIANO HARP



KISSING GATE





