

**City of Pacific
Park Board Commission
MEETING AGENDA
Tuesday, March 16,
2021**

6:30 p.m.

MEMBERS: Kate Hull-Pease, Chairperson; Jim Meier, Gina Lisak, Shawna Carey, Scott Newbold

MEMBERS ABSENT:

CITY STAFF: Jack Dodge, Community Development Manager
James Morgan, Public Works Manager
Alyssa Tatro, Associate Planner

Approve Meeting Minutes: March 2nd, 2020

Discussion Items:

- 1) Parks Maintenance Update**
- 2) Recommended Park Improvements, Parks Board Priorities for 2021**
- 3) Planning Spring Parks Tour**
- 4) Adjourn**

The next Regular Park Board Meeting is scheduled for Tuesday April 20, 2021 at 6:30 p.m.

**City of Pacific Park Board
Minutes for March 2, 2021**

Call to Order

Chairperson Hull-Pease called the Regular Meeting to order at 6:35PM

Attendance

Members Present: Chairperson; Kate Hull Pease, Jim Meier, Shawna Carey, and Gina Lisak.

Members Absent:

City Staff: Jack Dodge, Community Development Manager; Alyssa Tatro, Associate Planner;
Nicole Schunke, Administrative Assistant

Approval of Park Board Minutes

Approving of Meeting Minutes December 15, 2020: The minutes were approved as presented via Voice Vote

Approval of Agenda

The agenda was approved unanimously.

Discussion items

1. **Recommended Park Improvements, Parks Board Priorities for 2021**

Jack Dodge asked the Park Board to make a list of what the priorities are for 2021

Aspen Park: Add trash can and doggie bags

Beaver Park: Add trash can and look at cost for adding irrigation

Elise Park: Add fence, bbq pit, trash can, and trees

Otter Park: Talk to Jason Knox to see if sod and/or irrigation would help the grass

Add lighting to the County Line Road Trail Head

Jack will attempt to have a cost estimate by next meeting

2. **Park Board Tour**

Planning next park tour in May.

Adjourn

The meeting was adjourned at 7:35.

Next meeting will take place on Tuesday, March 16, 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	

Number of parks	10
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PARK INSPECTIONS - JAN 2021

TALLY OF "GOOD" FOUND IN EACH PARK

average of each park

	5-Jan	8-Jan	11-Jan	15-Jan	19-Jan	22-Jan	25-Jan	28-Jan	Week		red=below average
1 ASPEN	15	15	15	15	16	14	14	14			14.750
2 BEAVER	14	15	14	15	14	14	14	14			14.250
3 BLUEBERRY	14	14	15	14	14	14	15	14			14.250
4											
5 C STEIGER	14	14	14	15	14	14	14	14			14.125
6 ELISE	15	14	14	15	14	15	14	14			14.375
7 MILWAUKEE	15	14	16	14	14	14	15	14			14.500
8 OTTER	15	14	14	14	14	14	15	14			14.250
9 RHUBARB	15	16	15	15	14	15	15	16			15.125
10 STRAWBERRY	14	14	15	14	14	14	14	14			14.125
11 SUNSET	15	16	15	15	15	15	16	15			15.250
12											
	average all= 14.500										
CITY	closed	closed	closed	closed	closed	closed	20				20.000
TRAIL											#DIV/0!

NOTES

		funded	amount
ASPEN	graffiti		
BEAVER			
BLUEBERRY			
CITY	grafitti , floor cracks, basketball nets and climber wall holds missing, standing wtr		
C. STEIGER	standing water		
ELISE			
MILWAUKEE	soft spot in play area		
OTTER			
RHUBARB	mole issues bench missing, missing basketball back board		
STRAWBERRY			
SUNSET	panels too close to structure		
TRAIL			
OTHER			
TOTALS		0	\$0

PARK BOARD RESPONSE

TOTAL "GOODS"	INSPECTION COUNT	AVERAGE
118	8	14.750
114	8	14.250
114	8	14.250
113	8	14.125
115	8	14.375
116	8	14.500
114	8	14.250
121	8	15.125
113	8	14.125
122	8	15.250
20	1	20.000
0	0	#DIV/0!
1180	81	14.568
TOTAL "GOODS" PER PARK	TOTAL INSPECTIONS	GRAND AVERAGE

Do not include trash, garbage, or litter in NOTES

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	

Number of parks	10
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PARK INSPECTIONS - FEB 2021

TALLY OF "GOOD" FOUND IN EACH PARK

average of each park

	1-Feb	5-Feb	8-Feb	11-Feb	16-Feb	19-Feb	22-Feb	26-Feb			red=below average
1 ASPEN	15	15	16	16	14	15	15	17			15.375
2 BEAVER	15	14	14	14	15	15	14	14			14.375
3 BLUEBERRY	15	15	14	15	14	14	14	15			14.500
4											
5 C STEIGER		15	14	15	14	14	15	16			14.714
6 ELISE	14	14	14	14	14	14	14	15			14.125
7 MILWAUKEE	15	15	15	15	15	15	14	15			14.875
8 OTTER	14	14	14	17	14	16	14	14			14.625
9 RHUBARB	15	14	15	15	15	15	14	15			14.750
10 STRAWBERRY	14	14	14	14	14	14	14	15			14.125
11 SUNSET	15	15	15	15	15	15	15	15			15.000
12											
	average all= 14.646										
CITY	closed	closed	closed	closed	closed	closed	closed	19			19.000
TRAIL											#DIV/0!

NOTES

		funded	amount
ASPEN			
BEAVER			
BLUEBERRY			
CITY	standing water, b-ball nets destroyed/court vandalized, grafitti, climb wall missing parts		
C. STEIGER	standing water		
ELISE	quad tracks		
MILWAUKEE	mole problems		
OTTER			
RHUBARB	replace bench mole problems		
STRAWBERRY	mole problems		
SUNSET	replace sidewalk		
TRAIL			
OTHER			
TOTALS		0	\$0

PARK BOARD RESPONSE

TOTAL "GOODS"	INSPECTION COUNT	AVERAGE
123	8	15.375
115	8	14.375
116	8	14.500
103	7	14.714
113	8	14.125
119	8	14.875
117	8	14.625
118	8	14.750
113	8	14.125
120	8	15.000
19	1	19.000
0	0	#DIV/0!
1176	80	14.700
TOTAL "GOODS" PER PARK	TOTAL INSPECTIONS	GRAND AVERAGE

Do not include trash, garbage, or litter in NOTES

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	

Number of parks	10
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PARK INSPECTIONS - MAR 1-8, 2021

TALLY OF "GOOD" FOUND IN EACH PARK

average of each park

	1-Mar	5-Mar	8-Mar								red=below average
1 ASPEN	15	15	16								15.333
2 BEAVER	15	15	14								14.667
3 BLUEBERRY	14	15	14								14.333
4											
5 C STEIGER	16	15	14								15.000
6 ELISE	14	14	15								14.333
7 MILWAUKEE	16	16	16								16.000
8 OTTER	16	15	16								15.667
9 RHUBARB	16	16	15								15.667
10 STRAWBERRY	14	14	14								14.000
11 SUNSET	16	15	16								15.667
12											
	average all= 15.067										
CITY	closed	closed	closed								#DIV/0!
TRAIL											#DIV/0!

NOTES

funded

amount

ASPEN		
BEAVER		
BLUEBERRY		
CITY		
C. STEIGER		
ELISE		
MILWAUKEE	mole problems	
OTTER		
RHUBARB		
STRAWBERRY	mole hills	
SUNSET	sidewalk too close	
TRAIL		
OTHER		
TOTALS		\$0

PARK BOARD RESPONSE

TOTAL "GOODS"	INSPECTION COUNT	AVERAGE
46	3	15.333
44	3	14.667
43	3	14.333
45	3	15.000
43	3	14.333
48	3	16.000
47	3	15.667
47	3	15.667
42	3	14.000
47	3	15.667
0	0	#DIV/0!
0	0	#DIV/0!
452	30	15.067
TOTAL "GOODS" PER PARK	TOTAL INSPECTIONS	GRAND AVERAGE

Do not include trash, garbage, or litter in NOTES

PARK BOARD RECOMMENDATION – PRIORITY LIST– EXPENDITURE OF PARK DISCRETIONARY FUNDS FOR PARKS - 2021

Name	Address	Existing Play & Recreational Features	Existing Tables-Benches-Other	Recommended Improvements	Estimated Cost of Improvements	Priority Ranking
ACTIVE PARKS						
Alder Park	279 Alder Ln N, Pacific, WA 98047	Undeveloped		None Recommended		12
Aspen Park	101 Aspen Ln N, Pacific, WA 98047 N 47 16.115 W 122 14.081	Swings	1 Table, 3 Red Benches	1 Tree for Inner Circle (Paulownia) 3 Trees for the arch (Quaking Aspen) Trash Can Dog Poop Bag Dispenser	Donated? 3 Aspen @ 38.98 = \$116.94 (5 gal. pots)(Not Including prep & labor)	6
Beaver Park	550 Beaver Blvd, Pacific, WA 98047 N 47 15.603 W 122 15.524	Jungle Gym, Swings, Play Equipment	1 Table, 2 Benches	<ul style="list-style-type: none"> New Sod 3 Trees on south fence line Trash Can Irrigation 	<ul style="list-style-type: none"> Approx. 2,550 Sq. ft. = \$2,700 (Not Including Site Prep & Labor) 3 Leyland Cypress @ 41.46 = \$124.38 (3 gal. pots) 3 Red-sunset Maple @ \$46.00 = \$136.00 (5.5 gal pot) (Not Including prep & labor) 	4
Blueberry Park	117 5th Ave SW, Pacific, WA 98047 N 47 15.650 W 122 15.087		2 Tables, 1 Bench, 1 Garbage Can	See Comments for Milwaukee Park		1
Clint Steiger Memorial Park	117 5th Ave SW, Pacific, WA 98047 N 47 15.650 W 122 15.087	Baseball backstop, blacktop Helipad	Picnic Table OK Broken bench at Senior Center			10
City Park	600 3rd Ave SE Pacific WA 98047 N 47 15.853 W 122.14.196	Jungle Gym, Swings, BBQs, Baseball field, Stage, Bathrooms, Picnic Shelter	Benches	Expend No Funds Until Right Levee Improvement Impacts Determined		11
Elise Park	225 Elise LN Pacific WA 98047 N 47 16.111 W 122 15.255		1 Bench and 1 Picnic Table	Fence by Milwaukee Creek BBQ Tree Garbage Can		5
Milwaukee Park	522 Milwaukee Blvd SW, Pacific, WA 98047	1) Jungle Gym, Climbing Wall (fronting Milwaukee Blvd. S.)	1) 1 Bench, 1 Picnic Table (fronting	Place \$30,000 aside for a Parks Master Plan around the Hanson/Beaver	\$30,000	1

PARK BOARD RECOMMENDATION – PRIORITY LIST– EXPENDITURE OF PARK DISCRETIONARY FUNDS FOR PARKS - 2021

Name	Address	Existing Play & Recreational Features	Existing Tables-Benches-Other	Recommended Improvements	Estimated Cost of Improvements	Priority Ranking
	N 47 15.607 W 122 15.029	2) Children's play equipment, frog spring seat (Behind Homes)	Milwaukee Blvd. S. 2) 1 Bench, 1 Picnic Table (Behind Homes)	Meadows PRD Wetland linking Milwaukee, Rhubarb, Blueberry and Strawberry Parks		
Otter Park	522 Milwaukee Blvd SW, Pacific, WA 98047 N 47 15.607 W 122 15.029	Jungle Gym, Swings	2 Benches under cover.	New Sod		7
Rhubarb Park	215 Rhubarb Ave SW, Pacific, WA 98047 N 47 15.614 W 122 15.311	Half Court Basketball Court, Children's Play Equipment	2 Benches by Basketball Court, 2 Benches by Children's Play Equipment, 3 Picnic Tables	See Comments for Milwaukee Park		1
Strawberry Park	132 Strawberry Ct, Pacific, WA 98047 N 47 15.569 W 122 15.105			See Comments for Milwaukee Park		1
Sunset Park	224 Sunset Dr, Pacific, WA 98047 N 47 15'55.57 W 122 14'39.43	Children's Play Equipment	2 Benches, 1 Picnic Table	Concrete Removal, Replace with rubberized path.		3
PASSIVE PARKS						
Butte Ave SE Property				No Improvements/funding		
Morgan Property	520 3rd Ave SW, Pacific, WA 98047			No Improvements/funding		
Tacoma Blvd. Property				No Improvements/funding		
West Hill Passive Park	520 3rd Ave SW, Pacific, WA 98047			No Improvements/funding		
OTHER RECREATION IMPROVEMENTS						

**PARK BOARD RECOMMENDATION – PRIORITY LIST– EXPENDITURE OF PARK DISCRETIONARY FUNDS
FOR PARKS - 2021**

Name	Address	Existing Play & Recreational. Features	Existing Tables-Benches-Other	Recommended Improvements	Estimated Cost of Improvements	Priority Ranking
Interurban Trail – 3 rd Ave. SW				<ul style="list-style-type: none"> • Flashing Lights for crosswalk • Way Finding Signage • Lighting 		2
Interurban Trail – 5 th Ave. SW				<ul style="list-style-type: none"> • Way Finding Signage • Lighting 		2
Interurban Trail – County Line Rd				<ul style="list-style-type: none"> • Way Finding Signage • Lighting 		2