

**City of Pacific  
Park Board Commission  
MEETING AGENDA  
Tuesday, September 21,  
2021**

---

**6:30 p.m.**

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

**MEMBERS ABSENT:**

**CITY STAFF:** Jack Dodge, Community Development Manager  
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) **Interurban War Memorial Update**
- 6) **Parks Survey**
- 7) **Adjourn**

**The next Regular Park Board Meeting is scheduled for Tuesday October 19, 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

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



## 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 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

