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.
Chairperson Kate Hull Pease started the Park Board meeting at 6:30 p.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 7:16 p.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
- Loose or missing hardware
- Chains kinked, twisted, broken
- Guardrails and handrails
- Seats - cut, craked, missing
- Wood rotten, cracked, missing
- Surfacing material
- Remove foreign objects - chains, ropes, wood
- Sweep walkways, platforms, steps
- Concrete footers exposed
- Slides
- Swings
- Standing water

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<tr>
<th>Week</th>
<th>ASPEN</th>
<th>BEAVER</th>
<th>BLUEBERRY</th>
<th>CITY</th>
<th>C. STEIGER</th>
<th>ELISE</th>
<th>MILWAUKEE</th>
<th>OTTER</th>
<th>RHUBARB</th>
<th>STRAWBERRY</th>
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### TOTALS

- ASPEN: 15.000
- BEAVER: 14.571
- BLUEBERRY: 14.429
- CITY: 15.143
- C. STEIGER: 14.286
- ELISE: 14.143
- MILWAUKEE: 14.857
- OTTER: 15.857
- RHUBARB: 16.429
- STRAWBERRY: 14.000
- SUNSET: 14.429
- TRAIL: 14.831

**NOTES**

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

**PARK BOARD RESPONSE**

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

**NOTES:** Do not include trash, garbage, or litter
Outdoor-Fit Exercise Systems  
4-50 Thornhill Drive  
Dartmouth, NS B3B 1S1  
Canada

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: 8/18/2021
CITY ADMIN:

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PAYMENT TERMS:

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  
SIGNATURE: 

SUBTOTAL

SALES TAX

TOTAL

GST/HST No. 876948100

Page 1
Outdoor-Fit Exercise Systems
4-50 Thornhill Drive
Dartmouth, NS B3B 1S1
Canada

SALES ORDER

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

SHIP TO
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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 ___________________________

GST/HST No. 876948100

Page 2
KISSING GATE