**CITY OF PACIFIC PARK BOARD COMMISSION MEETING AGENDA**

*February 19, 2020  
6:30 pm*

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| Participants |

MEMBERS: Kate Hull Pease, Jim Meier, Mark Bowns, Gina Lisak

CITY STAFF: Jack Dodge

GUESTS:

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| Agenda | | |
| # | Agenda Topic | Presenter |
| 1 | Approve Meeting Minutes: January 23, 2019 | Jack Dodge |
| 2 | Recruitment of new Park Boards Commissioners (2 adults / 1 teen) | Park Board + City |
| 3 | Report out on meeting with the county to go over the plan for the City of Pacific Park | Jack Dodge |
| 4 | Publicize the change in February 2020 Park Board meeting from 02/18 to 02/19 | Jack Dodge |
| 5 | Set up the audio visual equipment in the council chambers for Park Board meetings | Jack Dodge |
| 6 | Investigate if Park Board can use the video recording equipment | Jack Dodge |
| 7 | Set a date for the Spring Park Review | Park Board |
| 8 | Planner Opening Status | Jack Dodge |
| 9 | Discussion of Trailhead warnings / directions at County Line Road | Park Board |
| 10 | Discussion of Plaques for Parks - Art Hollinsworth, Pacific Park picnic tables Mr. Profit, Stage Mr. Ray, Baseball | Park Board |
| 11 | Revised Park & Trail Priority List (2 or 3 items) | Park Board |
| 12 | Re-write of 2.38 of the Pacific Municipal code that covers the board of park commissioners – will be presented in March 2020 to City Council | Park Board |
| 13 | Adjournment |  |

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| Project wiki |

Remember to check out the Interurban Trail progress at www.gotoPacific.org

*The next Regular Park Board Meeting is scheduled for Tuesday, March 17, 2020 at 6:30 p.m.*

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| Action Items from January Park Board Meeting |

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| **Action Item** | **Responsible** | **Due Date** |
| Recruitment of new Park Boards Commissioners (2 adults / 1 teen) | Park Board + City | ASAP |
| Report out on meeting with the county to go over the plan for the City of Pacific Park | Jack Dodge | 1/31/2020 |
| Publicize the change in February 2020 Park Board meeting from 02/18 to 02/19 | Jack Dodge | 1/31/2020 |
| Set up the audio visual equipment in the council chambers for Park Board meetings | Jack Dodge | 2/18/2020 |
| Investigate if Park Board can use the video recording equipment | Jack Dodge | 2/18/2020 |
| Set a date for the Spring Park Review | Park Board | 2/19/2020 |
| Planner Opening Status | Jack Dodge | 2/19/2020 |
| Discussion of Trailhead warnings / directions at County Line Road | Park Board | 2/19/2020 |
| Discussion of Plaques for Parks - Art Hollinsworth, Pacific Park picnic tables Mr. Profit, Stage Mr. Ray, Baseball | Park Board | 2/19/2020 |
| Revised Park & Trail Priority List | Park Board | 2/28/2020 |
| Re-write of 2.38 of the Pacific Municipal code that covers the board of park commissioners – will be presented in March 2020 to City Council | Park Board | 2/28/2020 |
| Review of Chapter 7 of Comprehensive Plan and provide proposed updates to Jack Dodge | Park Board | 3/31/2020 |
| Update 2020 – 2040 Work Plan | Park Board | 3/31/2020 |
| Present quarterly reports for the Park and Trails on the burn rate of the Park & Trail budget and revenues | Leanne Guier | 4/21/2020 |

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| **Action Item** | **Responsible** | **Due Date** |
| Present quarterly reports for the Park and Trails on the burn rate of the Park & Trail budget and revenues | Leanne Guier | 7/21/2020 |
| Present quarterly reports for the Park and Trails on the burn rate of the Park & Trail budget and revenues | Leanne Guier | 10/20/2020 |
| Present quarterly reports for the Park and Trails on the burn rate of the Park & Trail budget and revenues | Leanne Guier | 1/20/2021 |

# Outstanding Maintenance Requests

* Park Maintenance
  + Alder Lane North:
    - Plans for a fence
    - An estimate of the costs for adding a play toy, bench and picnic tables
  + Aspen Lane:
    - Under Swing Play Chips
    - Swing Area Barrier Repair
  + Beaver Park:
    - An estimate for the cost of fence repair
    - An estimate of the cost of a complete rehab (new landscaping, toy repair, bench repair or new bench, and picnic tables)
  + Blueberry Park:
    - An estimate for the cost of resetting the ADA table so it is compliant for wheelchair access (sidewalk)
    - An estimate for the rehab of the trail. It is currently grassed over and if you did not know where to go you would follow the complete trail.
    - Need additional play chips and the existing play chips need a good raking.
    - Area needs a weeding
    - The park has overgrown the native planting and needs to be redone
  + Clint Steiger Park:
    - Move the bulletin board next to the Yates Cabin so it can be used. (Community group has offered to rehab the board if the city will allow it to be moved.
    - An estimate of the cost of a perimeter trail with adult fitness stations
  + City Park:
    - Need additional play chips and the existing play chips need a good raking.
    - An estimate for the repair of the swinging toy
    - An estimate for the repair of the benches, basketball nets, basketball court, stage, BBQs and picnic area
  + Eloise Park:
    - An estimate for the cost of fence repair or new fence
    - An estimate of the cost of a complete rehab (new landscaping, possible play toy, bench repair or new bench, and picnic tables)
  + Milwaukee Park:
    - An estimate of the cost of a complete rehab (new landscaping, possible play toy repair or new toys, bench repair or new bench, and picnic tables)
    - An estimate of the cost of adding a sign on the trail directing people to the park
    - An estimate for improving trails around the wetland
  + Otter Park:
    - An estimate of the cost of a complete rehab (new landscaping, possible play toy repair or new toys, bench repair or new bench, and picnic tables)
  + Rhubarb Park:
    - Needs general maintenance
  + Strawberry Park:
    - An estimate of the cost of a landscaping, toys, benches, and picnic tables
  + Sunset Park:
    - An estimate of the cost of a complete rehab (new landscaping, possible play toy, bench repair or new bench, and picnic tables)
  + West Hill Passive Park:
    - An estimate for adding signage, new landscaping, benches, trails and picnic tables
  + Morgan Retreat:
    - An estimate of the cost of a build out new landscaping, benches, trails and picnic tables
    - An estimate of the cost of the lake access build out

Trail Maintenance

* + Interurban Trail:
    - An estimate for cleaning the trail between Beaver Park and County Line Road; Roy Street South, 3rd Avenue SW North

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| **2018 - 2037 CITY OF PACIFIC CAPITAL FACILITIES PLAN** | | | | | | | |
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| \* Fund Source: C - General Facility Charges; D - Donation; DF - Developer Funded; G - Grant; L - Loan; LF – Local Funds; LID - Local Improvement District; PW - Public Works Trust Fund; TIB - Transportation Improvement Board Grant | | | | | | | |
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| \*\*Project Type: P - Preservation; R - Renovation; D - Development; A - Acquisition | | | | | | | |
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| **ITEM** | **PROJECT DESCRIPTION** | | | | **FUND** | | **PROJECT** |
|  |  | | | | **SOURCE\*** | | **TYPE \*\*** |
| P1 | Interurban Trail-PSE Corridor | | | | G,D,LF | | D |
| P2 | Centennial Park (Play Structure) | | | |  | | R |
| P3 | New Hope Heritage Park | | | | G,D,LF | | D |
| P4 | Aspen Lane | | | |  | | R |
| P5 | Trailhead Park - Interurban Trail at 3rd SW | | | | G,D,LF | | D |
| P6 | Tree Assessment | | | |  | | P |
| P7 | DNR Park - 3 parcels below Alpac | | | | G | | A, D |
| P8 | Morgan Property Development | | | |  | | D |
| P9 | Passive Nature Park I - City lot on W. Hill | | | | G,D,LF | | D |
| P10 | Pacific Meadow Assessment | | | |  | | D |
| P11 | Passive Nature Park II: Fancher Property | | | | G,D,LF | | A, D |
| P12/P13 | Pacific City Park/Warren Trail to Pierce Co Parcel | | | | G,D,LF | A, D | | |
| P14 | City of Pacific (Winter Park) | | | |  | R | | |
| P15 | Milwaukee Creek Coordinator | | | |  | D | | |
| P16 | Interurban Trail - West Hill/Edgewood Seg. | | | | G,D,LF | D | | |
| P17 | Pacific Skate Park | | | | G,D,LF | D | | |
| P19 | Dog Park Assessment | | | |  | D | | |
| P20 | ADA Assessment | | | |  | D | | |
| P21 | Pocket Park Irrigation | | | | D,LF | R | | |
| P22 | Water Park Assessment | | | |  | D | | |
| P23 | Theme Signage | | | |  | D | | |