Parks Commission

Regular Meeting Agenda

Tuesday, July 8, 2014
6:00 p.m., Council Chambers

City of South Haven

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Approval of Minutes for the Record –** June 10, 2014
5. **Public Comments and Inquiries Concerning Items not on the Agenda**

OLD BUSINESS

6. **Commission will be requested to review conceptual plans for the Dyckman Beach Access Improvements.**

NEW BUSINESS

7. **Commission will be requested to review changes to the play structure at Kid's Corner.**
8. **Commissioner Comments**
9. **Adjourn**

RESPECTFULLY SUBMITTED,

Larry Halberstadt, PE, City Engineer
Acting Public Works Director

Parks Commission

Regular Meeting Minutes

Tuesday, June 10, 2014
6:00 p.m., Council Chambers

City of South Haven

1. **Call to Order by Reinert at 6:00 p.m.**

2. **Roll Call**

   Present: Cobbs, Fitzgibbon, Moore, White, Montgomery, Reinert
   Absent: Comeau, Toneman

   Also present: Paul VandenBosch, Assistant City Manager

3. **Approval of Agenda**

   Motion by Fitzgibbon, second by Cobbs to approve the June 10, 2014 agenda as presented.

   All in favor. Motion carried.

4. **Election of Officers: Chairperson and Vice-chairperson**

   Nominations opened.

   Motion by Fitzgibbon, second by Moore to nominate Reinert for Chairperson.

   All in favor. Motion carried.

   Motion by Fitzgibbon to nominate Toneman for Vice-Chairperson. Second by Cobbs.

   Nominations closed.

   All in favor. Motion carried.

5. **Approval of Minutes for the Record –** April 22, 2014

   Motion by Fitzgibbon, second by White to approve the April 22, 2014 minutes as written.

   All in favor. Motion carried.

6. Public Comments and Inquiries Concerning Items not on the Agenda

None at this time.

REPORTS

7. Elkenburg Park Improvements

Halberstadt updated the board on the progress at Elkenburg Park including the Community Build. At least fifty (50) volunteers came from the community, local business people, etc. during the two days it took to install the playground equipment. The sign has been installed. There are still a few minor things that need to be installed such as benches and trash cans.

Reinert commented it looked great and noted that Theresa Cunningham thanked the community at the Chamber annual meeting. Reinert noted that the community is very fortunate to get it accomplished so quickly.

NEW BUSINESS

8. Commission will be requested to review the donation of a Memorial Bench from Fred Kauffman.

Fitzgibbon asked about the alternative and proposed locations. Halberstadt noted that Mr. Kauffman worked with Ryan Bosscher in our office. The alternative location was discussed in case there was an issue with the storm sewer pipe. Halberstadt noted he did not have an issue with that. If we need to move the bench to do sewer work, there is no problem.

Motion by Fitzgibbon, second by Moore to support the donation of a Memorial Bench from Fred Kauffman in his preferred location.

All in favor. Motion carried.

9. Commission will be requested to review a request for use of South Beach for rental of paddleboards and kayaks.

VandenBosch introduced the request for standup paddleboard and kayak rentals on South Beach, which the City Manager asked VandenBosch to work on with the applicant. The City Attorney wrote the agreement. VandenBosch worked with Campbell and Dan Olson, the concessionaire, who has an exclusive license agreement to have concessions on the South Beach.

VandenBosch directed the Commission to page 19 of the agenda packet regarding the commercial use policy and explained that this does not apply to beaches but is useful in understanding the number of things (Item 3) that the City Manager has to consider before approving such a request. VandenBosch read the various requirements, noting this is just for the Commission's reference. This is a one year agreement. We are a little past the start date of May 15.

VandenBosch continued, “The concessionaire, Chris Campbell, will have exclusive control of the concession, will provide the rental items and instruction. He will pay a percentage to the city. It is Campbell’s responsibility to decide when to rent and not to rent regarding the weather and lake conditions; his responsibility to make rules regarding safety equipment. Tents are to be removed at 7:00 p.m. each day with operating hours of 9:00 am to 7:00 pm. Dan Olson, who holds the exclusive concession contract has to sign off on the agreement. Insurance will hold the city harmless and maintain general commercial liability. The insurance is a one million dollar ($1M) policy with three million dollar ($3M) indemnity. Either the City or the licensee can terminate the agreement. In case of the City terminating the agreement, said licensee can appeal termination to City Council. There are two separate areas that the concessionaire will use. The first is on the wide sidewalk along the river near the pavilion where there will be a tent that will have sales in it and the second is the kayak rental which will actually be south of the Blue Stairs.”

VandenBosch concluded, “There is a proposal here from SoHa Surf Shop and I will let Mr. Campbell explain that to you.”

Chris Campbell, the owner of SoHa Surf Shop stated that they have been seeing a lot of paddle boards out there already this season. Explained that his business already rents paddle boards and he thinks it would be more sensible to have the equipment at the beach along with a few things to sell such as sunglasses, towels and other things people might forget. Using an actual board, Campbell explained the stand up paddleboard, and the equipment. Also available for rental will be kayaks, beach chairs and umbrellas. The tents Campbell is proposing are 10’ x 10’, which Campbell stated that people have these on the beach already.

Reinert asked where the tents will be located, nearer the water or the blue stairs. Campbell said renters can access the lake by using the area designated for jet-skiers to use and once they are outside the swim area buoys they can go where they want. Each paddle board will have directions on them, and we will go through training. It takes about three (3) to four (4) minutes to show customers; this is an easy sport to learn, according to Campbell.

Fitzgibbon asked about the age group who can rent, to which Campbell responded that anyone age eighteen (18) and up can rent the equipment and anyone under eighteen can rent with parental consent. After comments, Campbell said his ten (10) year old was doing this when he was seven (7). “It’s an easy sport to learn.” Regarding safety in the swimming area, Campbell noted that customers have to stay out of the buoy area and can go anywhere outside the buoys.

Reinert suggested that blue stairs area will be left open for beachers, so people can be there on the beach at the bottom of the stairs. Halberstadt noted that if you look at the map, Campbell’s location is about 100’ south of the blue stairs. Reinert says that people, kids especially, like to be by the water, she wants there to be room near the water. Campbell said he misunderstood the question and he will not be near the water but about halfway between the lake and the bluff.

Fitzgibbon asked about insurance to which Campbell responded that he will be insured by K & K Insurance, which insures outfitters, camps and other activity based businesses.

Campbell said according to statistics, K & K has almost nil in the way of claims and most have been things like a squished finger.

Moore asked whether, if an accident did happen, someone hit a small child who ends up with a head injury, will this policy keep the city protected from lawsuits.

VandenBosch interjected that the City Attorney recommended the insurance amount and when he gets the insurance certificate VandenBosch will send it to our insurance company and they will agree or not. Fitzgibbon commented that it is like double insurance.

Campbell noted this is the same insurance Grand Haven and St. Joseph use for their rentals. Fitzgibbon noted that VanderZees' have decided that they can no longer afford the insurance. Campbell noted that this insurance plan has a three million dollar ($3M) aggregate so we have quite a lot more coverage than Grand Haven and St. Joseph do.

Campbell said his goal is, "It works out great, everyone's happy and I come back to you next year." Fitzgibbon reiterated that we do want to be sure the insurance is adequate.

Moore said he and Reinert spent over an hour with Campbell and he answered all their questions.

Reinert commented that Campbell's people will be trained, everything needs to be tidy (at the sales and rental sites, and things need to be kept cleaned up. Fitzgibbon said Campbell's name is tied to this endeavor so she is sure that he will be aware of that.

Motion by Fitzgibbon to recommend to City Council that this request be granted for the proposed rental of paddle boards and kayaks. Second by Cobbs.

All in favor. Motion carried.

10. Commission will be requested to review conceptual plans for the Dyckman Beach Access Improvements.

Halberstadt noted that Option A will have a bench, curved like the seat walls in front of City Hall, with the name of the park on the bench. The intersection will still be a 4-way stop and the driveway will be widened. Option A is a little more expensive because those seat walls can be a little expensive, so the designer, Pat Cornelisse, thought she would provide some other options.

Option B has a freestanding sign with a little masonry wall in front of it, Halberstadt pointed out.

Moore questioned the stop sign at the exit from the parking lot. During discussion it was observed that patrons need to be aware of the need to stop before entering the intersection from the parking lot. Halberstadt noted that the "Entering Paid Parking" sign has been attached to the back of the stop sign during the interim.

Discussion ensued regarding dune grass and how it goes over the sidewalk and gets too tall. After a number of comments, Halberstadt noted that Cornelisse was unable to be here,

he is more than willing to email these perspective views to everyone due to the technical difficulties we are experiencing.

Reinert asked what the target date is for this improvement project. Halberstadt responded that the city is just in the beginning phases of the Dyckman Avenue project which we hope to dovetail with the Dyckman access project. After comments, Halberstadt said the city is certainly open to keeping the city logo on the sign; this is just a generic sign that Cornelisse is showing. Reinert recommends the Commission watch for an email from Halberstadt and directed staff to add this item to the agenda for the next meeting to discuss.

11. Commission will be requested to review the installation of new bike racks at various beach access points.

Fitzgibbon said she has had a lot of questions from citizens about where the bike racks are. Halberstadt said he drove the north side and there are no bike racks. Fitzgibbon noted the city has some of the old ones that were removed. Halberstadt noted that on the South Beach we installed some nice new racks; he thinks they are red. A U bike stand can hold two (2) bikes. Moore queried how many bikes racks will there be and where will they be. Halberstadt noted his intention is to put them at all the beach accesses except Newcome Access. At all the other accesses staff can probably find room for some bike racks; at Woodman Access bike racks may have to take a parking space. Halberstadt noted there is a lot of parking at Woodman but no open areas for a bike rack. North Beach currently has none.

Reinert asked if we have bike racks at convenient spots like the parking lots. Halberstadt said the intention was to direct bicyclists to the Huron Street parking lot. That location has a whole row of (fifteen) 15 U-shaped bike racks and a bike shaped bike rack and a filtered water bottle filler.

Reinert wants to try to keep things fairly consistent, so even if we re-use some old bike racks now, when they are replaced, plan to replace them with something that is uniform.

Fitzgibbon says we need to do an inventory of what the city has and where. Halberstadt said staff can certainly do an inventory. Moore suggested including potential places to place the bike racks. Halberstadt said he would like to start with the beach accesses. Moore asked if there is budget available; Halberstadt said we do have some budget and the U shaped ones are about two hundred ($200) to three hundred dollars ($300) apiece. Reinert said it could be up to staff to determine how many are needed and where. Fitzgibbon agreed, noting that the public has asked, we have discussed it and can leave it up to staff to take an inventory, decide what is needed where and bring that information back to us.

Commissioner's comments:

Moore: There is a private disk golf course being developed east of town. Kurt Maxwell, the State Park supervisor has offered to let me use fifty (50) to sixty (60) acres at the State Park if we can go through the state approval process. Moore took people with him who developed the Saugatuck park, it is better than the city property. Fitzgibbon said people would be able to buy a season pass and use it. Reinert said she heard talk that there might be more

property purchased near the Riverwoods project. Fitzgibbon noted that at the state park there is parking and restrooms; it sounds like a dream come true.

Independently Moore has had three (3) to four (4) people approach him about tennis. South Haven Public Schools has five tennis courts at the high school. In addition, there are courts as Baseline middle school that have been closed due to poor condition. Fitzgibbon said, "Tennis courts are expensive to maintain, not to say that isn't something we could look at." The public has used the high school and Baseline courts. Halberstadt talked to Kevin Dee with SHPS regarding the recently approved bond issue. The bond issue did not include funds for tennis court rehabilitation.

Moore wondered what it costs to build a court. Reinert said she would be in favor of helping the schools. Fitzgibbons said we are the only community that uses the school property for community recreation. That is why we started SHARP Park, because the school should not be providing public recreation areas. The school cannot get funding to provide recreation for the public. The government can get grants. Reinert said it just seems that it's wasteful to let the schools facilities break down and not be used, adding that the Visitor's Bureau and local Bed & Breakfasts send people to the school fields and courts.

Fitzgibbons said we have plans for all that. Moore asked what the time frame is. Fitzgibbon said that is why SHARA was formed, because the schools should not be offering their facilities to have public events, and there are people working on it. It depends on when we get the money or a millage or grant money.

Fitzgibbon: Going to have surgery on July 8, 2014 so will not be here for the July meeting and probably not August.

Reinert: Suggests checking in with Todd Comeau because he has not been here. Fitzgibbon noted that we cannot excuse people if they do not let us know that they will not be here.

White: Noted that during a recent school outing, parents and teachers noticed that balls were going out in the street and children were chasing them. Moore noted that fencing was on the agenda but it was voted down, then corrected himself to say it was not among the top priorities during the priority setting exercise. It was discussed that traffic goes by pretty fast and cars are parked along the street. White asked whether we can look back into the fence again for the safety of the kids. Halberstadt said we need to look into why it was voted down. Was it due to people not wanting it? Fitzgibbons explained that some felt a fence would make people using the park feel caged in. Fitzgibbons asked what the fence on the south side is like. Halberstadt noted that it is an older fence about 4' tall; it is chain link fence. White pointed out that no matter how many times you tell them, kids will run after that ball and the land slopes down near the new playground area. Reinert said if it is felt that the lack of fencing is a safety issue, Halberstadt should look into it. Fitzgibbon requested that staff bring costs to the board and see if there was there any money left over that could be used for the fence.

Motion by Fitzgibbon, second by White to adjourn at 7:16 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary

Parks Commission **Staff Reports**

Agenda Item 6

Dyckman Beach Access

Background Information:

The City is currently in the planning phase for roadway and utility improvements in Dyckman Avenue between the Black River and North Shore Drive. It is anticipated that construction of the improvements will begin in October and be completed next spring. The improvement project will include reconstruction of the entrance driveway into the Dyckman Beach Access. The existing driveway is offset and does not align with the driving aisle in the parking lot. The new driveway will be relocated to the north to provide proper access to the parking lot.

At past meetings, the Parks Commission has expressed the desire to see the entrance area improved. Cornelisse Design Associates, Inc. has been hired to prepare conceptual layouts and renderings of proposed improvements. The Parks Commission began review of the layouts and renderings at their June meeting.

Option A would utilize a precast concrete seat wall with the name of the park attached in raised letters. Samples of the precast concrete seat wall can be seen at South Beach and in front of City Hall.

Options B, C, and D would utilize a free standing sign. Photographs of various free standing signs are included in the following pages for review. There is a separate rules sign posted along the walkway to the beach. Thus, it is likely not necessary for the rules to be posted on the main entrance sign.

It is estimated that the cost for Option A would be between $6,000 and $8,000 while the cost for the other options would be between $4,000 and $5,000. It may be desirable to select a treatment that can be applied to other beach access points in the future as funds permit.

Recommendation:

Discuss the proposed improvements and recommend one of the conceptual layouts for further development and incorporation into the final design documents.

Photographs:

Photo 1: Seat Wall at City Hall

Photo 2: Entrance Sign at Packard Park

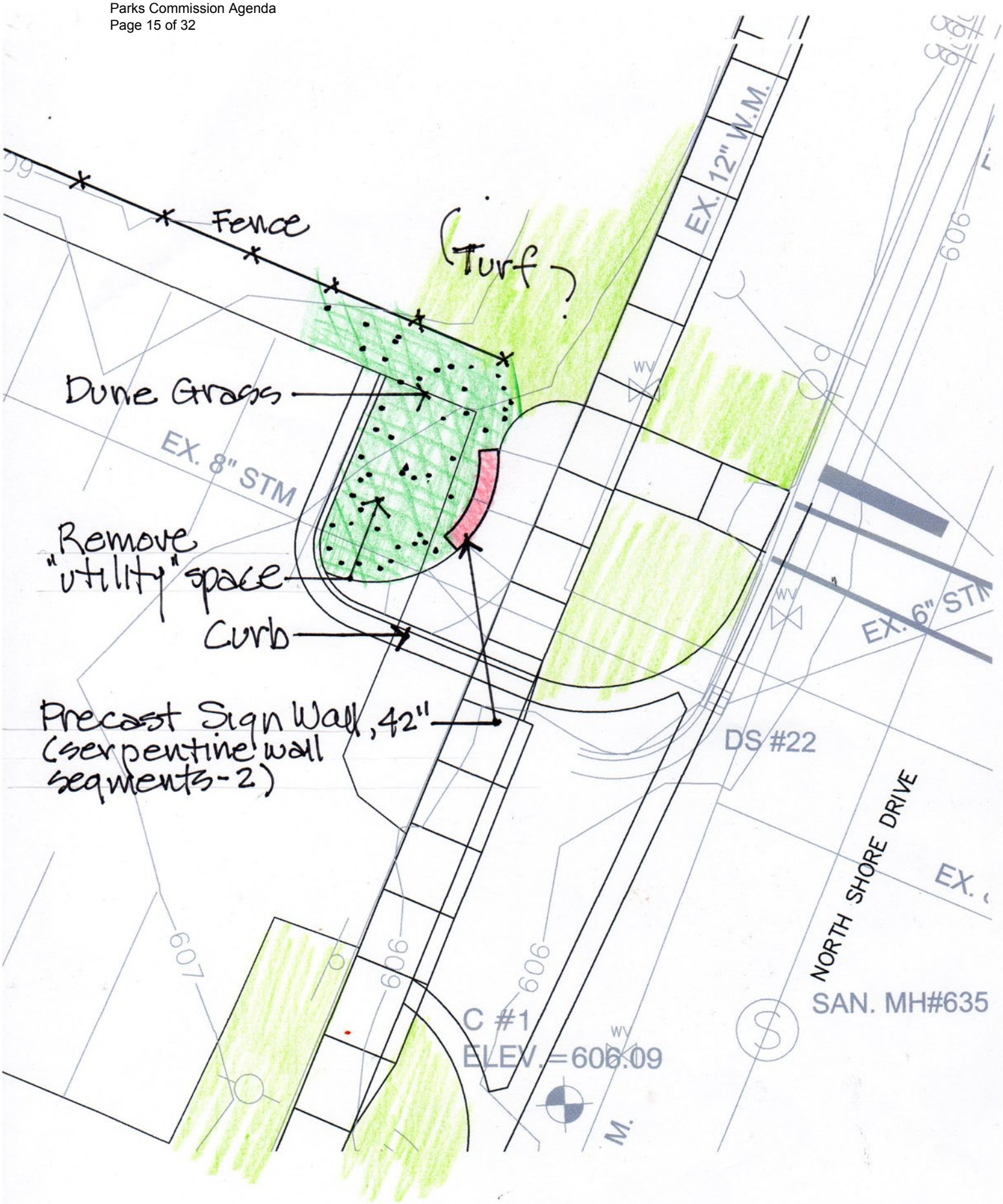
Photo 3: Ellen Avery Park Sign

Photo 4: Event Kiosk at City Hall

Photo 5: Beach Safety Signs and Rules Sign at Dyckman Beach

Attachments:

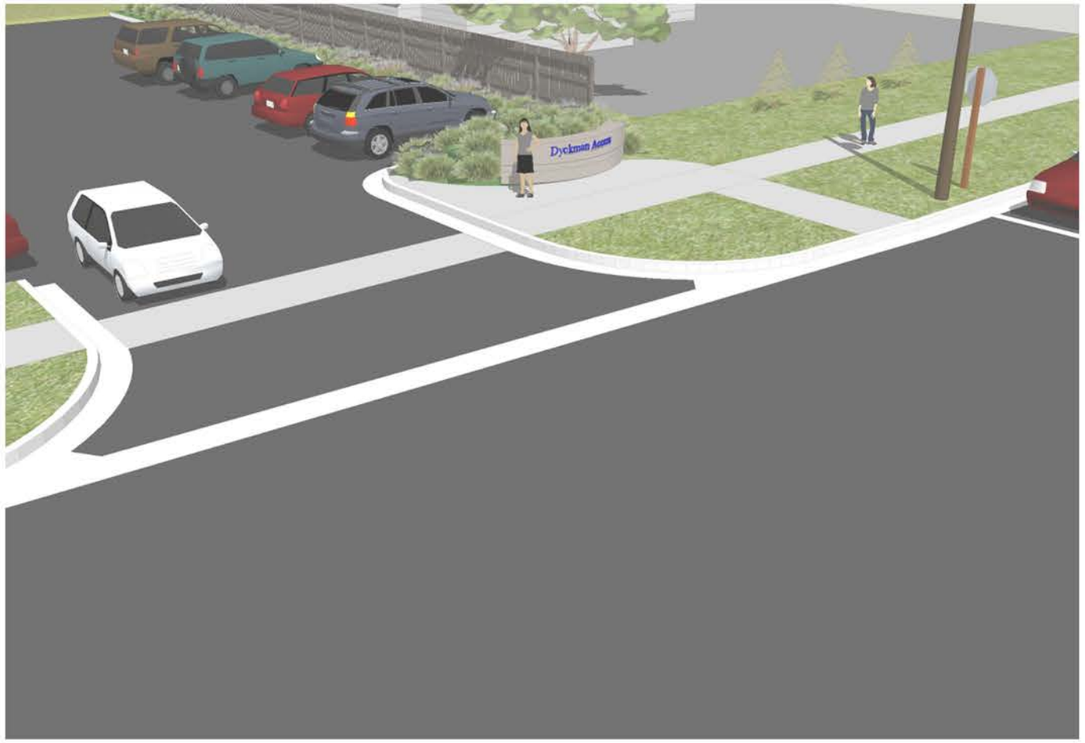
Option A Layout
Option A Rendering
Option B Layout
Option B Rendering
Option C Layout
Option C Rendering
Option D Layout
Option D Rendering
Comments from Councilperson Fitzgibbon



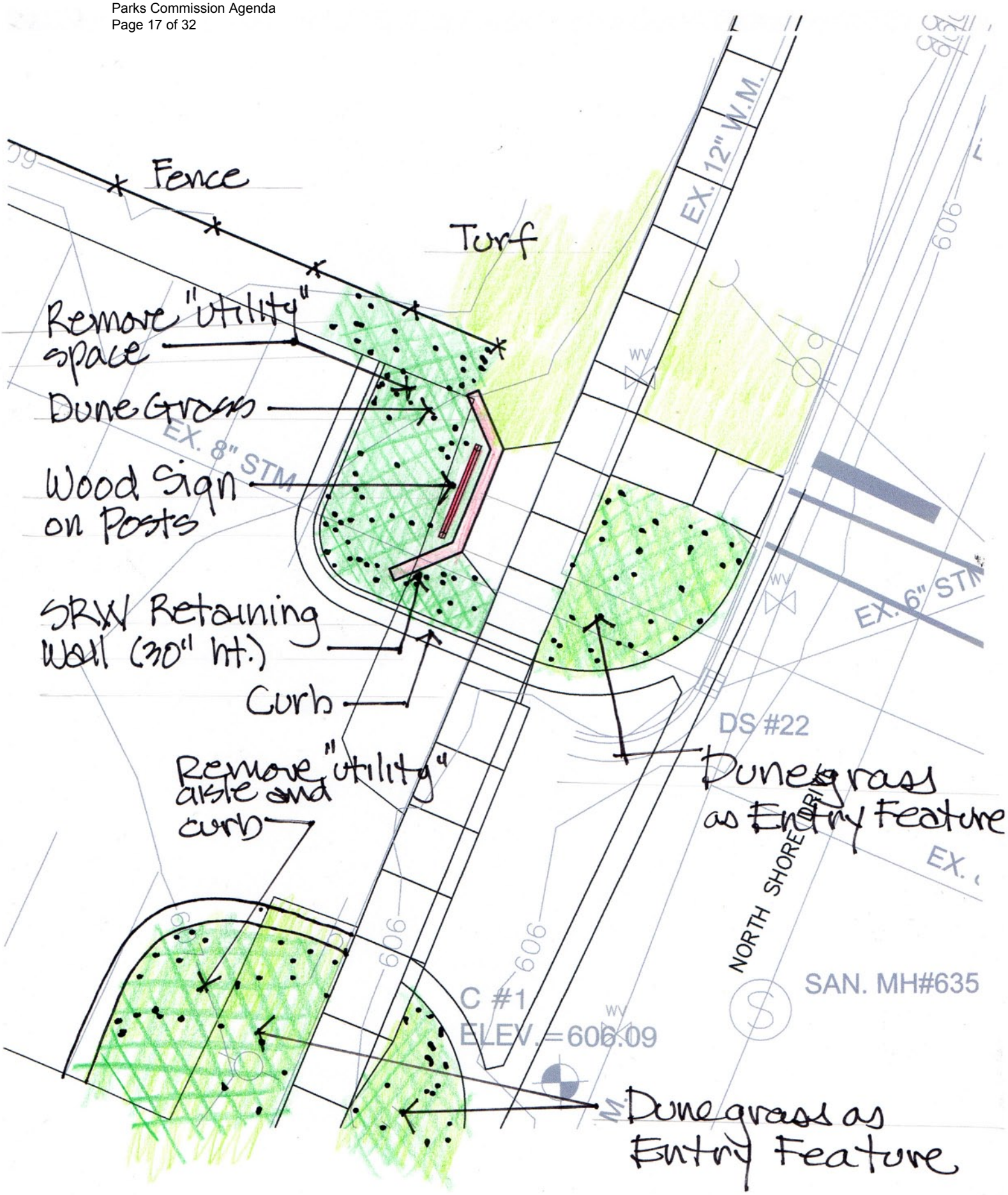
Dyckman Access

ENTRY TREATMENT - OPTION A

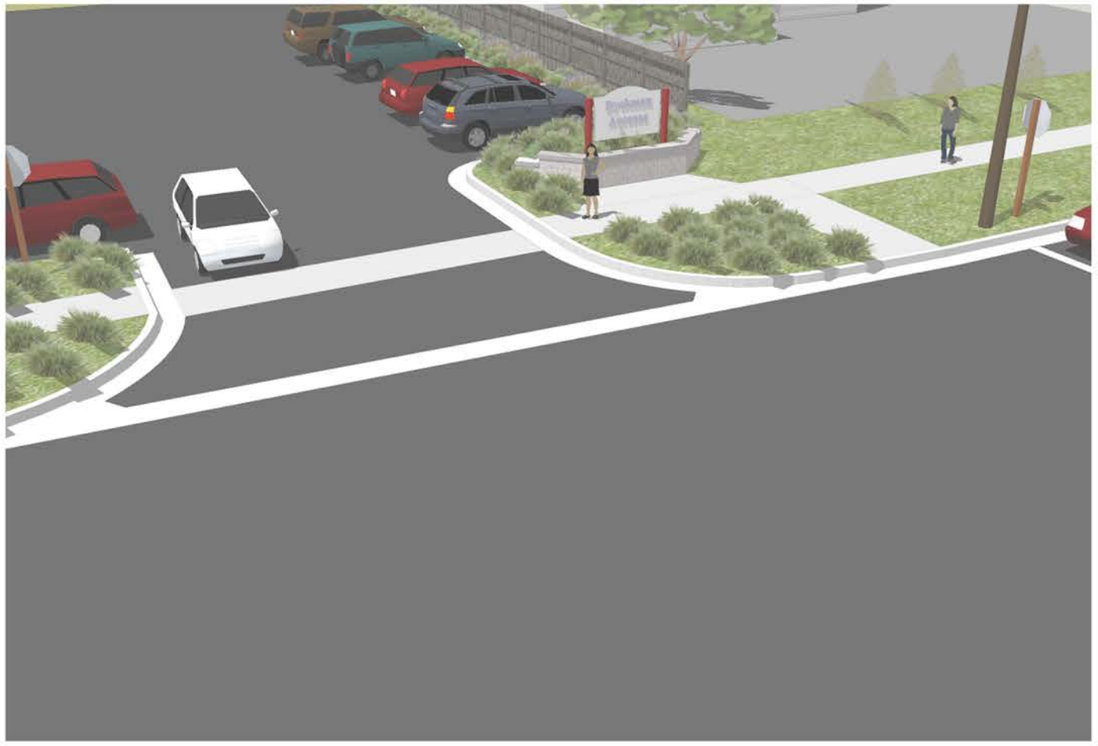
SCALE: 1" = 10'



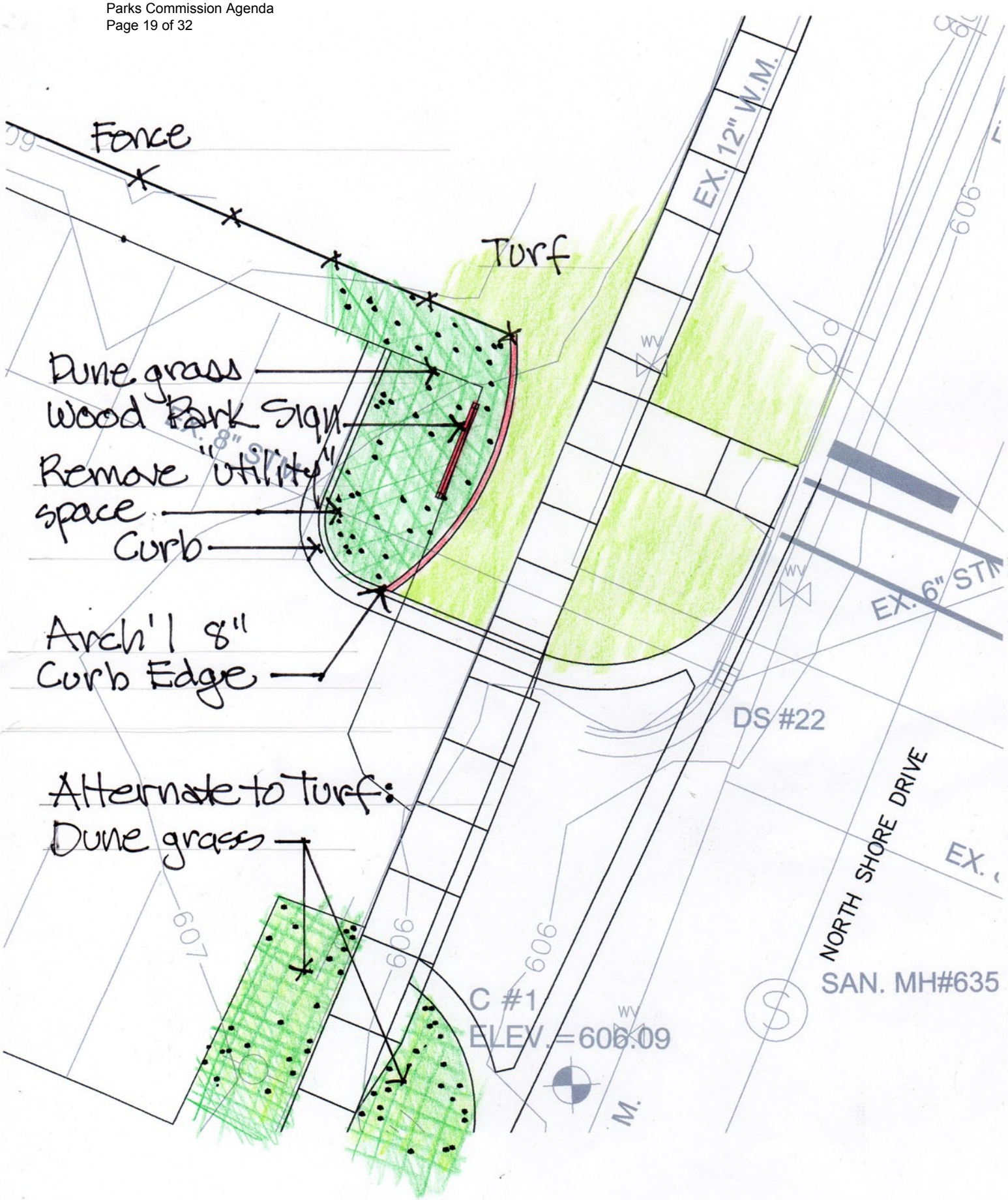
Dyckman Access
ENTRY TREATMENT - OPTION A



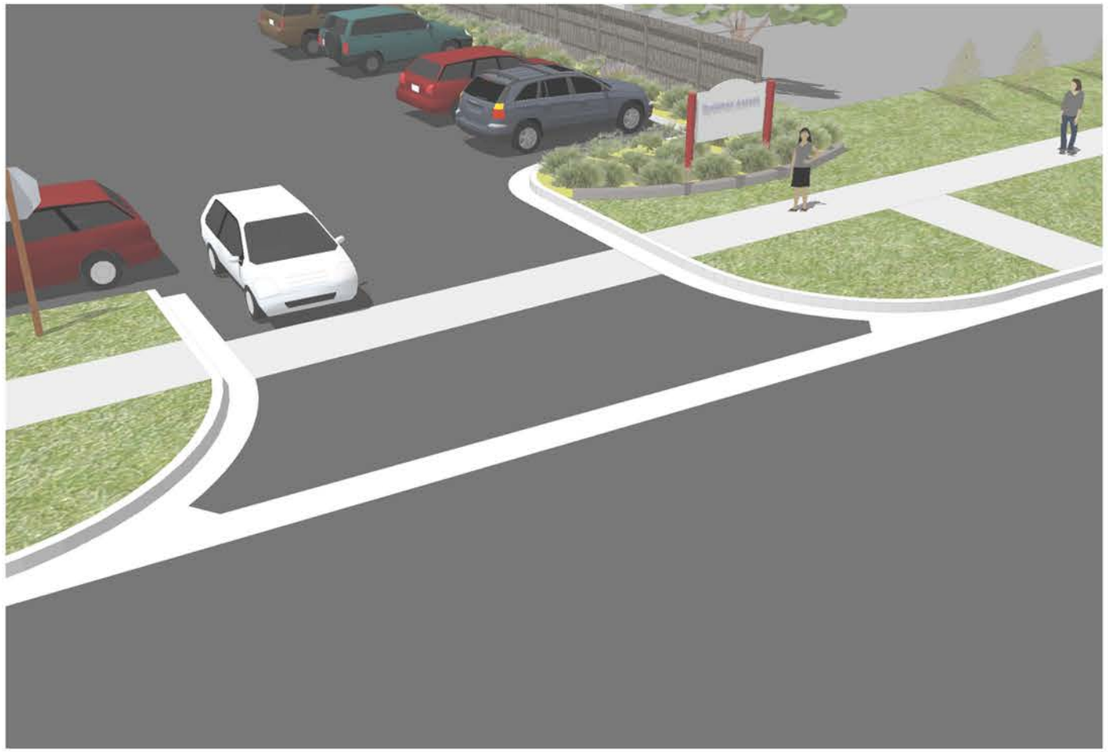
Dyckman Access
ENTRY TREATMENT - OPTION B
SCALE: 1" = 10'



Dyckman Access
ENTRY TREATMENT - OPTION B



Dyckman Access
ENTRY TREATMENT - OPTION C
SCALE: 1" = 10'



Dyckman Access
ENTRY TREATMENT - OPTION C

Dyckman Access
ENTRY TREATMENT - OPTION D
SCALE: 1" = 10'

Dyckman Access
ENTRY TREATMENT - OPTION D

Larry Halberstadt

From: Suzie Fitzgibbon
Sent: Monday, June 16, 2014 10:34 PM
To: Larry Halberstadt; Brian Dissette; Charles Moore; Dorothy Cobbs; Marilyn White; Marsha Ransom; Patti Reinert-Montgomery; Ron Dotson; Ryan Bosscher; Todd Comeau; Warren Toneman
Subject: RE: Dyckman Beach Access

Hi All,

Thank you Larry for sending the slides to us. I live in the Northside neighborhood and walk by this area nearly every day, so I do feel that I have a bit of buy-in to the design :)

The wall is nice in Option A, as I can see people stopping for a rest by taking a seat on the wall. The wall should be low so as not to block the view of the water. I also believe it is important to have the park hours posted upon entry, so I would like the park hours to be included somehow on the block wall, not as an additional sign to the area. Please do not put beach grass behind the wall! Do not block the view of the water with vegetation. I would encourage only low growing plantings behind the wall. Cars will be blocking the view 3 months out of the year, but I look at that view driving down Dyckman Avenue 12 months out of the year, as do many year round residents :) Please keep the view open to the water, and do not block with a tall sign or tall vegetation. I also like Option A as the sidewalk runs up to the block wall, and this would eliminate the Parks crew from having to mow that small area between the block wall and the current sidewalk area.

Please rule out Option B. I absolutely disagree with the idea of putting any vegetation besides grass in the parkway area, I absolutely want to eliminate Option B. As I stated at the last meeting, beach grass is overdone in our area. In option B, any vegetation at all in the City right of way, is a bad idea. Tall vegetation, such as beach grass will block the sight line for cars, bicycles, and pedestrians. Low vegetation near the roadway is also a bad idea, keep it grass.

Speaking of beach grass, if you look along the sidewalk on North Shore, walking out to the River. The beach grass planted there begins to encroach over the sidewalk about mid summer, and when it does, it only allows about one foot of space for pedestrians to walk. Please no more beach grass!

As I explained at the last meeting, I am unable to be at the next two park commission meetings as I am having shoulder surgery, so I want to be clear that I am opposed to Option B.

I am also opposed to Option C & D because of the height and width of the sign, which will block the view of the water.

Larry, please present this email at the next meeting as my input.

Thanks so much,
Suzie Fitzgibbon

From: Larry Halberstadt
Sent: Friday, June 13, 2014 3:56 PM

To: Brian Dissette; Charles Moore; Dorothy Cobbs; Larry Halberstadt; Marilyn White; Marsha Ransom; Patti Reinert-Montgomery; Ron Dotson; Ryan Bosscher; Suzie Fitzgibbon; Todd Comeau; Warren Toneman
Subject: Dyckman Beach Access

Attached you will find the four options for improvements to the Dyckman Access that I attempted to present on Tuesday. I apologize for not being able to get these on the projector.

Option A would utilize a short segment of precast seat wall as a sign base.

The other three options utilize a freestanding sign. The sign design shown in the images is just a representation of where the sign would be place and is not intended to reflect the final design of the sign.

There is flexibility built into each design. For example, you could select to have the street parkways grass with landscaping in back of the sidewalk only for any of the options illustrated.

Please take some time to review these images prior to the July meeting. I will place the item on the next meeting agenda for further discussion and selection of the final treatment.

If you have any questions, feel free to contact me.

g Larry Halberstadt, PE // City Engineer City of South Haven // (269) 637-0770 // lhalberstadt@south-haven.com<mailto:lhalberstadt@south-haven.com>
Department of Public Works // 1199 8th Avenue, South Haven, MI 49090 http://south-haven.com/

Parks Commission **Staff Reports**

Agenda Item 7

Kid's Corner Play Structure

Background Information:

In 1988, the City constructed a large timber play structure at Kid's Corner (also known as Monroe Park). The play structure was constructed as a community build and utilizing community donations. Although the play structure is over 25 years old, it is still in good condition and remains very popular due to its large size and variety of play features.

Several of the features are tire climbers, which utilize recycled tires to transition between platforms on the structure. This spring, a smaller child was attempting to traverse down the long tire climber and tripped. The fall left the child dangling from one of the tires with their head stuck. City staff has responded to this incident by filling the inside of the tires with plastic drain tubing. This prevents a similar incident from occurring.

The play structure was constructed prior to development of modern industry safety standards. In addition, current industry standards for playground equipment typically utilize age appropriate design because children are developmentally different in size and ability, based on their age.

Due to these reasons, the City may want to consider replacing the long and short tire climbers on the Kid's Corner Play Structure. The attached documents show potential modifications that could be made to replace the two tire climbers. The long tire climber (four tires) would be replaced with a platform extension and a Wavy Tree Climber from Game Time. The attached sketch shows the short tire climber being replaced with timber steps. This is one potential alternative. Other options include a rope climber or constructing a timber climbing wall with handholds. A low tire feature would remain in place.

Long Tire Climber – Side View

Long Tire Climber – Front View

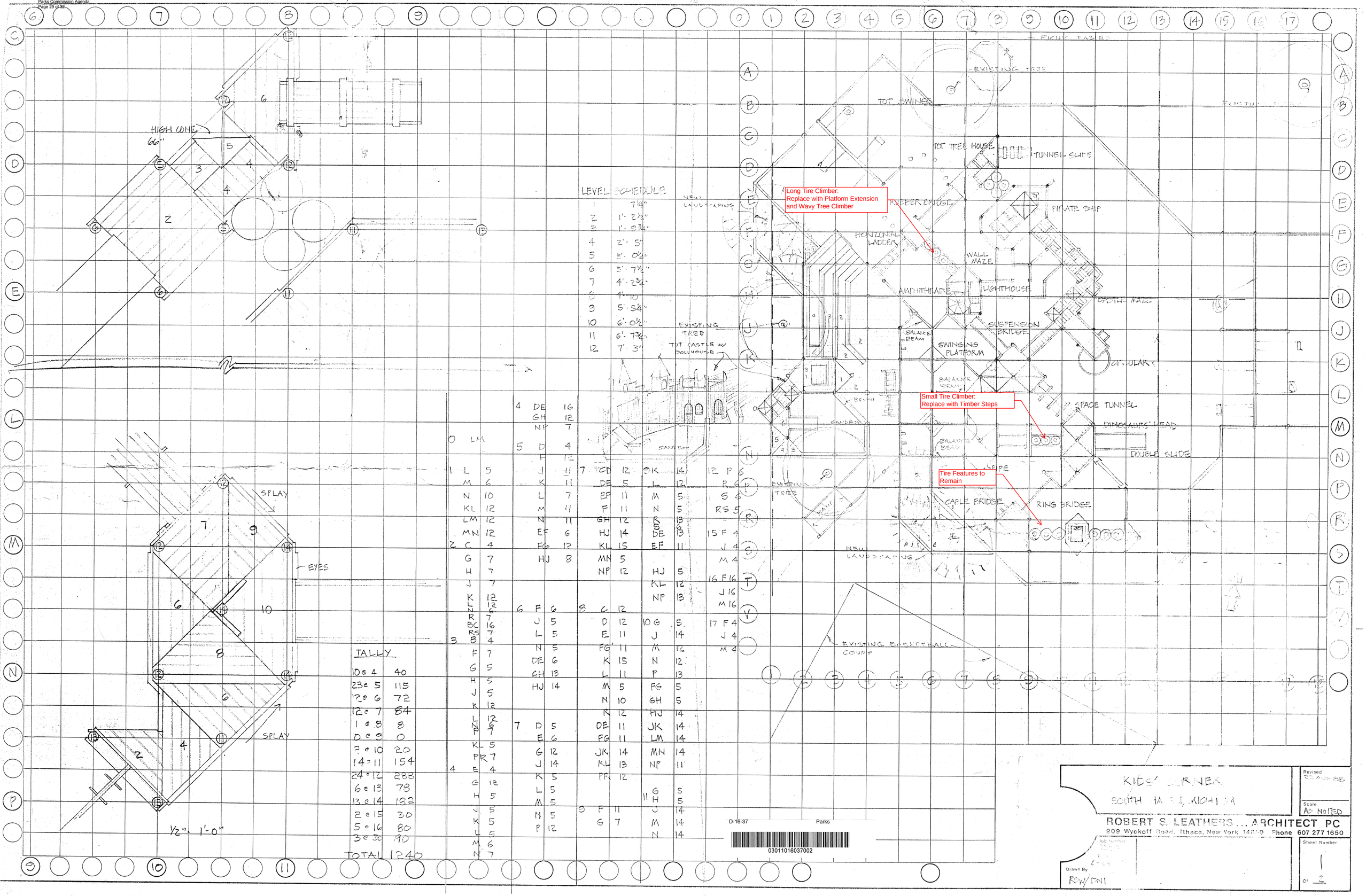
Low Tire Feature – To Remain

Recommendation:

Review and discuss the proposed improvements. If changes are desired, staff will work to implement the changes after the peak tourist season is over.

Attachments:

Kid's Corner Drawing
Long Tire Climber Replacement
Short Tire Climber Replacement
Wavy Tree Climber Brochure


HIGH CONE
66"
SPLAY
EYES
SPLAY
1/2" = 1'-0"
LEVEL SCHEDULE
1 7¼"
2 1'-2½"
3 1'-8¾"
4 2'-5"
5 3'-0½"
6 3'-7½"
7 4'-2¾"
8 4'-10"
9 5'-5¼"
10 6'-0½"
11 6'-7¾"
12 7'-3"
TALLY
10 @ 4 40
23 @ 5 115
12 @ 6 72
12 @ 7 84
1 @ 8 8
0 @ 9 0
2 @ 10 20
14 @ 11 154
24 @ 12 288
6 @ 13 78
13 @ 14 182
2 @ 15 30
5 @ 16 80
3 @ 30 90
TOTAL 1240
NEW LANDSCAPING
EXISTING TREE
TOT CASTLE W/ DOLLHOUSE
SANDBOX
EXISTING TREE
NEW LANDSCAPING
EXISTING BASKETBALL COURT
TOT SWINGS
TOT TREE HOUSE
TUNNEL SLIDE
KEEPER HOUSE
PIRATE SHIP
HORIZONTAL LADDER
WALL MAZE
AMPHITHEATRE
LIGHTHOUSE
MAZE
SUSPENSION BRIDGE
BALANCE BEAM
SWINGING PLATFORM
CIRCULAR
BALANCE BEAM
SPACE TUNNEL
DINOSAURS' HEAD
DOUBLE SLIDE
BALANCE BEAM
ROPE
CABLE BRIDGE
RING BRIDGE
Long Tire Climber: Replace with Platform Extension and Wavy Tree Climber
Small Tire Climber: Replace with Timber Steps
Tire Features to Remain
KIDS' CORNER
SOUTH HADLEY, MASSACHUSETTS
ROBERT S. LEATHERS ... ARCHITECT PC
909 Wyckoff Road, Ithaca, New York 14850 Phone 607 277 1650
Revised
Scale AS NOTED
Sheet Number 1 of 2
Drawn By RW/DNI
D-16-37
Parks
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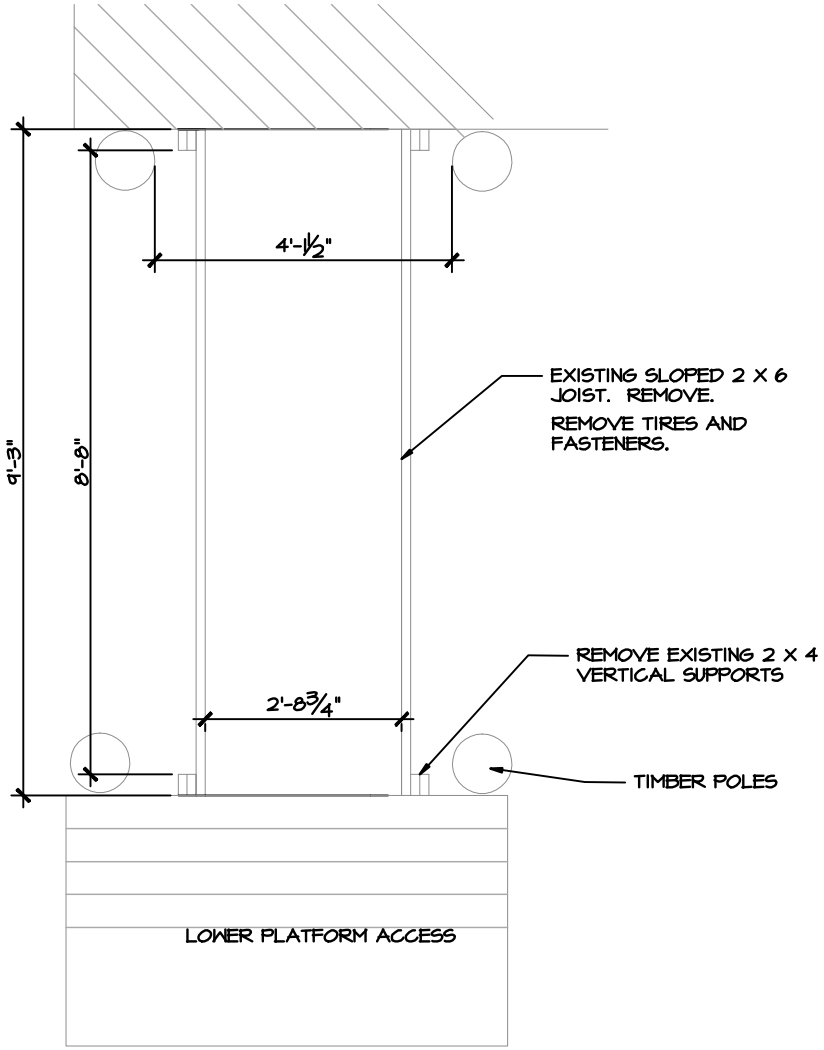
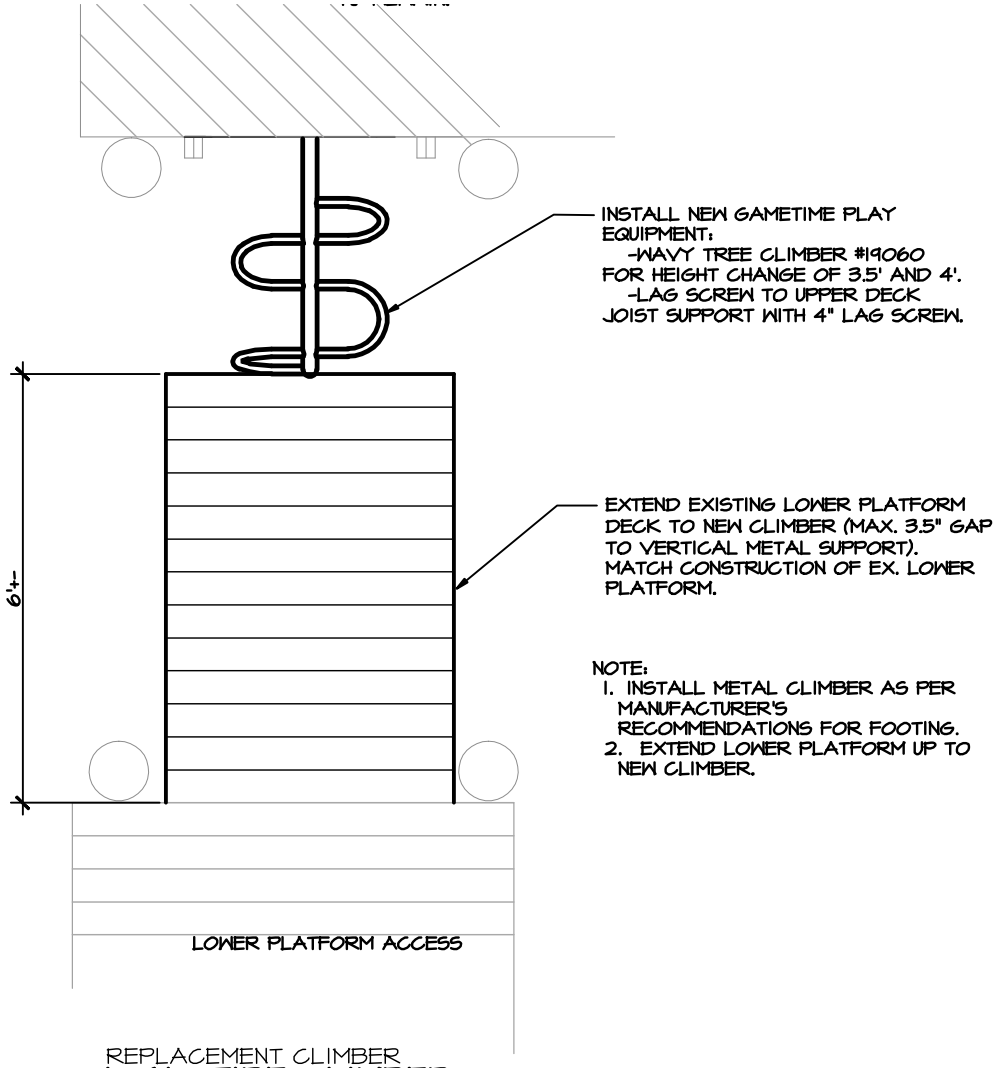


EXISTING CONDITIONS
LONG TIRE CLIMBER
SCALE: 3/8 = 1"

NOTE:
1. USE PRESSURE TREATED LUMBER (ACQ) AND HOT DIPPED GALVANIZED HARDWARE.
2. ALL HARDWARE SHALL BE HIDDEN, SUNK OR IN ANY OTHER METHOD, SAFE FOR USE BY CHILDREN. NO POINTED ENDS, NO ROUGH BOLT ENDS OR WASHERS SHALL PROTRUDE.



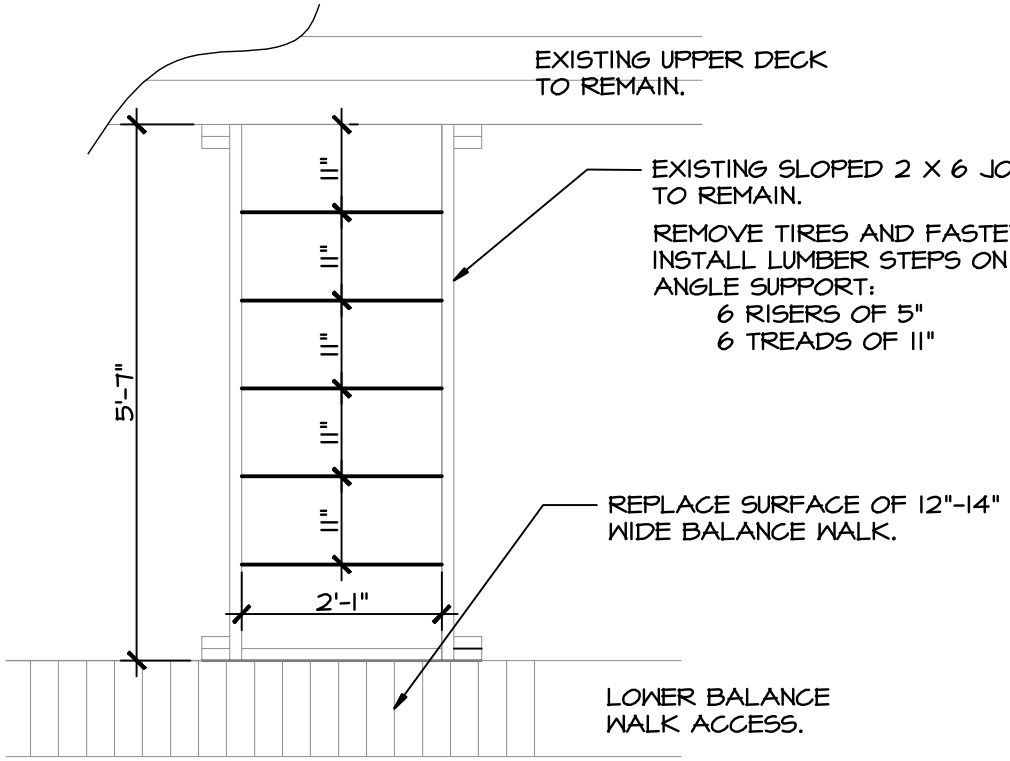
REPLACEMENT CLIMBER
LONG TIRE CLIMBER
SCALE: 3/8 = 1"

KID'S COMMUNITY PLAYGROUND

LONG TIRE CLIMBER REPLACEMENT

KID'S COMMUNITY PLAYGROUND

SMALL TIRE CLIMBER REPLACEMENT



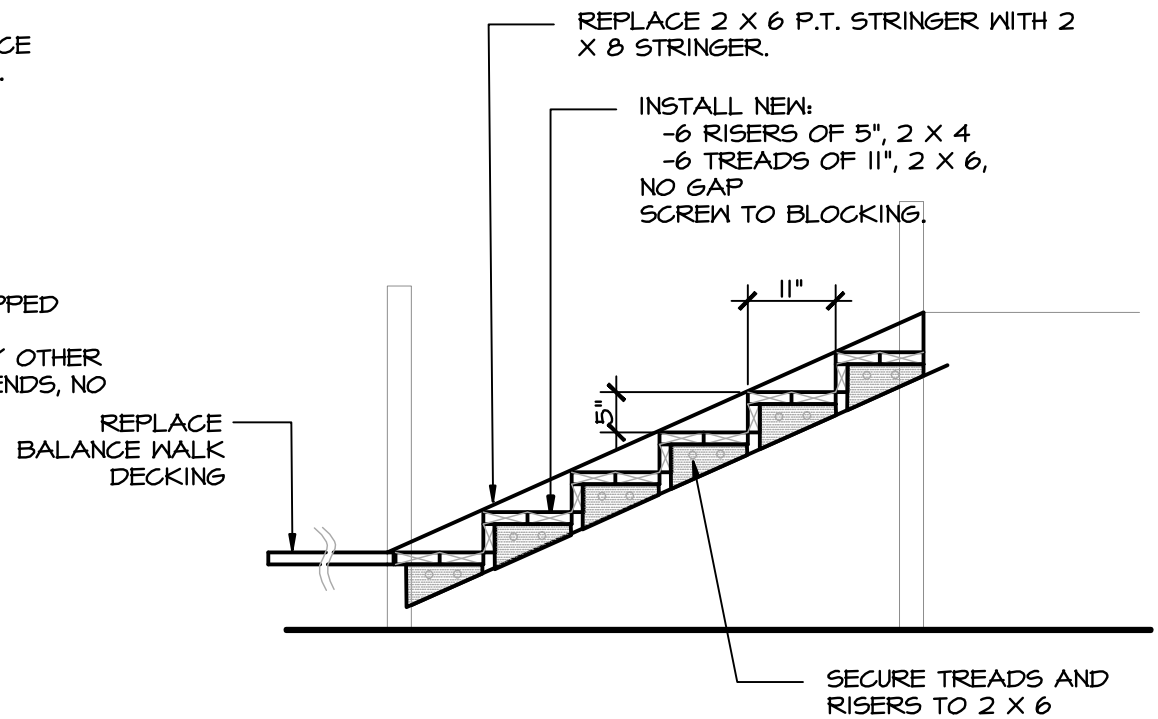
PLAN VIEW

SHORTER TIRE CLIMBER

SCALE: 1/2" = 1"

NOTE:

1. USE PRESSURE TREATED LUMBER (ACQ) AND HOT DIPPED GALVANIZED HARDWARE.
2. ALL HARDWARE SHALL BE HIDDEN, SUNK OR IN ANY OTHER METHOD, SAFE FOR USE BY CHILDREN. NO POINTED ENDS, NO ROUGH BOLT ENDS OR WASHERS SHALL PROTRUDE.



GameTime
A PLAYCORE Company

WAVY TREE CLIMBER

Metal

Model: 19062
Fall Height: 6'
Age Groups: 5 to 12 Years

Features and Benefits