

AGENDA
GIG HARBOR PARKS COMMISSION
Wednesday, October 2, 2024 5:30 p.m.

Virtual Meeting Link: <https://us06web.zoom.us/j/92140715051>

Call-in: (253) 215-8782 Meeting ID: 9921 4071 5051

I. CALL TO ORDER / ROLL CALL

II. APPROVAL MINUTES: August 7, 2024

III. PUBLIC COMMENT

IV. DISCUSSION ITEMS

- a. Comprehensive Plan – Parks Element
- b. Peninsula Light Fields – Field rentals
- c. Sports Complex – Phase 1B Management

V. PARKS DIVISION UPDATE – Parks Manager Jennifer Haro

VI. COMMISSIONER REPORTS & COMMENTS

VII. ADJOURN

Next Regular Meeting: Wed., November 6, 5:30pm

MINUTES
GIG HARBOR PARKS COMMISSION MEETING
Wednesday, August 7th, 2024 – 5:30 p.m.
Civic Center Community Rooms

CALL TO ORDER/ ROLL CALL: Chair Louise Tieman called the meeting to order at 5:31 p.m. Commissioners Stephanie Lile, Kim Anderson, Hanley Bonyngé were present. Commissioner Stephen McDuffie arrived at 5:40 p.m. Commissioners Guy Magnus and Stace Gordon were absent.

APPROVAL OF MINUTES: The minutes of the June 5th, 2024, Parks Commission meeting were unanimously approved.

DISCUSSION ITEMS:

- A. Lock art discussion:** The commission discussed the possibility of installing an interactive “love art” sculpture to be placed at either Donkey Creek Park or the old ferry landing, where locks could be added to the sculpture, rather than placed on the Donkey Creek bridge or the old ferry landing fence.

Motion: Recommend the Arts commission come up with a “locks of love” art piece concept. (Tieman/McDuffie)

Vote: Motion passed unanimously.

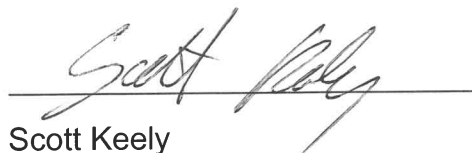
- B. Crescent Creek master plan updates:** Parks Manager Jennifer Haro gave updates on the status on the master plan and latest updates from the architect.

- C. Parks Standards:** The commission discussed the potential of creating and implementing a parks “level of service” and zoning standards for Gig Harbor parks. Some of the standards will be in code, and some will be in a guidance document

PARKS DIVISION UPDATES:

Parks Manager Jennifer Haro gave updates about the Conservation Area property acquisition and construction project updates. Public Works Assistant Scott Keely provided updates about future local special events happening inside of city parks or streets and updates to special events code.

ADJOURN: The meeting adjourned at 7:00 p.m.



Scott Keely
Public Works Assistant - Parks



PUBLIC WORKS DEPARTMENT

MEMORANDUM

TO: Parks Commission

FROM: Jennifer Haro, Parks Manager

DATE: September 25, 2024

SUBJECT: Comprehensive Plan – Parks Element

The Growth Management Act (GMA) of 1990 has been guiding growth in Washington since its inception. Counties and cities in the fastest growing counties in the state are required to create a Comprehensive Plan to guide growth and priorities for their jurisdictions over the next 20 years. Some of the elements that the city is required to address include: land use, community development, environment, housing, economic development, essential public facilities, shoreline management, utilities, arts and culture, and capital facilities. There is also a requirement for a comprehensive plan for parks, recreation and open space.

The city's consultant on the comprehensive plan, BERK Consulting, was instructed to review the goals and policies of the Parks, Recreation and Open Space (PROS) Plan to develop the Parks Element of the plan. That is generally what they did.

There are some new policy categories, including; planning and design, engagement and branding, but the policies they address were already in the PROS Plan. There is also some rewording of the PROS goals and policies, but the intent is the same.

Staff recommends approval of the proposed parks element.

At the October 2, 2024 meeting, staff is looking for a recommendation from Parks Commission on whether to recommend that the Planning Commission and Council accept the parks element as presented.

11 Parks, Recreation, and Open Space

11.1 Introduction

The 2022 Parks, Recreation and Open Space Plan (PROS Plan) for Gig Harbor was approved by the City Council on February 28, 2022. The PROS Plan represents the city's vision and provides goals and objectives for the development of parks, recreation and open spaces in Gig Harbor for the next six years and beyond and establishes a road map for providing high quality, community-driven parks, trails, natural areas and recreational opportunities for Gig Harbor. Only key elements of the PROS Plan are incorporated into the Comprehensive Plan. This chapter includes the goals and policies adopted in the PROS Plan, while the inventory, levels of service and 6-year capital facilities projects are included in the Capital Facilities Element.

The planning area for this Parks, Recreation and Open Space Plan includes the city's existing incorporated area and the city's Urban Growth Area as defined in the Comprehensive Plan. Implementation of the PROS Plan will focus on the city limits with an eye toward serving the residents of the Urban Growth Area as annexations occur over the next 15 years.

The continued high growth in the Gig Harbor peninsula's population has resulted in an increased use of the city's community parks and recreational facilities, which will likely continue over the foreseeable future. The demographics of Gig Harbor are also changing as a younger demographic is moving into the area. The increase in demand coupled with a changing demographic mean new challenges and opportunities for the city.

In an effort to provide quality parks and recreational opportunities for today's residents as well as for future generations, the city initiated a planning process in conjunction with the overall update of the city's Comprehensive Plan. The PROS Plan is a stand-alone document which meets the requirements of the Washington State Recreation and Conservation Office guidelines. It is also compliant with the Washington State Growth Management Act (GMA). Part or all of the PROS Plan may be incorporated into future updates of the Gig Harbor Comprehensive Plan. The planning horizon for both plans is 2044, consistent with buildable lands projections for Pierce County and under the GMA requirements for long range planning.

The GMA requires a park and recreation element within the Comprehensive Plan that implements, and is consistent with, the capital facilities plan element as it relates to park and recreation facilities. This element includes estimates of park and recreation demand for at least a fifteen-year period; an evaluation of facilities and service needs; and an evaluation of intergovernmental coordination opportunities to provide regional approaches for meeting park and recreational demand.¹

¹ RCW 36.70A.070(8) GMA

During the PROS Plan public outreach effort, the community expressed many ideas for improving parks and recreational opportunities in Gig Harbor including:

- Providing a balance of active and passive activities within the city's parks;
- Seeking dedicated funding to support park management and maintenance responsibilities and costs;
- Providing trail connectivity between parks and connecting residential and commercial neighborhoods to the city's park system; and
- Providing a park system that offers something for all ages and types of users.

This Plan considers today's and tomorrow's needs and is a community-driven plan that has broad-based support and is implementable over the 15-year plan horizon. This update:

- Identifies the anticipated types of activities and the population that the city's parks and recreation facilities will serve,
- Defines the city's vision of the future of the city's park and recreational facilities,
- Identifies the estimated cost to achieve the community's vision, and
- Provides goals and policies to act as a guide for getting there.

The 2022 Gig Harbor Park Recreation and Open Space Plan will help guide the city staff, park commission and city council in meeting identified gaps in services and park development in order to meet the need and support the quality of life for our citizens in the coming years.

11.2 Vision

Gig Harbor's vision for parks is to develop a quintessential system of parks, trails and open spaces that enhance the city's history, environmental features, and sense of place to encourage both active and passive forms of recreation popular on the peninsula.

11.3 Goals and Policies

► PR-1 **Develop a quality, diversified recreational system that provides for all age and interest groups.**

- PR-1.1 Acquire and develop sites for passive and active recreation opportunities that accommodate formal and informal activities that meet the needs of various age groups, recreational interests and abilities.
- PR-1.2 Prioritize facility development based on demonstrated demand, population served, geographic distribution, system gaps, regional appeal, fiscal opportunity, and revenue-generating potential.
- PR-1.3 Pursue accessible, adaptive recreation facilities and services for users with disabilities or health or mobility challenges.

- PR-1.4 Cooperate with a wide range of public and private agencies to acquire and preserve additional shoreline access for waterfront fishing, wading, swimming, viewing and other related recreational activities and pursuits, while respecting the rights of property owners.
- PR-1.5 Develop and encourage waterfront and watercraft access opportunities, especially for human-powered boating activities on Gig Harbor and along the Puget Sound shoreline.
- PR-1.6 Facilitate field and court activities like soccer, football, baseball, basketball, tennis, pickleball and volleyball to meet the needs of the community.
- PR-1.7 Coordinate a calendar of special events throughout the year in partnership with high-quality providers of recreational programming and special events.

► **PR-2 Preserve and enhance the natural environment and support habitat and other resources for local wildlife as part of park and open space acquisition and management.**

- PR-2.1 Preserve and protect open space and park land areas with significant environmental features such as wetlands, riparian corridors, forests, steep slopes, plant and animal habitats that support threatened or endangered species.
- PR-2.2 Develop an interlinked system of open space corridors along natural riparian and wetlands.
- PR-2.3 Provide appropriate public access and nearby parking where appropriate and feasible for open space areas to support passive recreation.
- PR-2.4 Provide opportunities for environmental education in open space areas through creative and interactive interpretation strategies, such as hands-on displays, self-guided walks, and other experiences.
- PR-2.5 Maintain and improve the environmental quality of city-owned parks, trails, and open space areas through invasive species removal, planting of native species, and restoration of urban forests, creeks, wetlands, and other habitat areas.
- PR-2.6 Foster climate-resilient landscapes in parks and open space areas to manage expected impacts from climate change.
- PR-2.7 Improve tree management policies and practices in parks and open space in line with an Urban Forestry Management Plan to promote tree retention, tree succession, and more effective wildfire prevention practices.
- PR-2.8 Map and evaluate riparian areas within salmon-bearing stream corridors on public lands as part of planning for land acquisition, climate change adaptation, and ongoing management.

- **PR-3 Provide alternative transportation options and low impact recreational opportunities for residents of all ages and abilities through a high-quality system of park trails and corridors in coordination with the Gig Harbor Active Transportation Plan.**

Trail and Corridor Planning

- PR-3.1 Create a comprehensive system of shared-use off-road trails using the Cushman Trail as the backbone of the system.
- PR-3.2 Develop trails to provide access to significant environmental features, public facilities, neighborhoods, and business districts to promote physical activities and a health-conscious community.
- PR-3.3 Coordinate with public and private agencies to construct pedestrian crossing for SR-16 and other highways that improve trail system connections.
- PR-3.4 Connect trails to nearby sidewalk facilities where possible to improve the functionality of the off-street trail systems for non-motorized transportation and recreation.
- PR-3.5 Consider the siting of proposed trail segments as part of the development review process.
- PR-3.6 Work with public and private organizations in the region to link and extend Gig Harbor trails to other regional trail facilities.
- PR-3.7 Support broader pedestrian and bicycle infrastructure improvements to improve safety and utilization of the system.

Trail Development and Amenities

- PR-3.8 Develop trails consistent with the park development goals and policies that reach a wide variety of users.
- PR-3.9 Provide trailhead improvements such as interpretive and directory signage systems, rest stops, drinking fountains, restrooms, parking and loading areas, water and other services.
- PR-3.10 Where appropriate, locate trailheads to consider park sites, schools, and other community facilities to increase local access to the trail system and integrate supporting improvements.
- PR-3.11 Consider needs for maintenance, security, and access by appropriate personnel, equipment, and vehicles in park design and construction.
- PR-3.12 Develop and implement branded signage (e.g. trailhead, etiquette, directional, mile markers, emergency location markers, etc.) to mark trails and non-motorized routes that is consistent with broader signage and design standards in the city.

- **PR-4 Ensure that park, open space, and recreational facilities are accessible, safe, easy to maintain, cost efficient, and meet the diverse needs of the residents of the city and Urban Growth Area.**

Planning and Design

- PR-4.1 Maintain park master plans, management plans, and adopted strategies to ensure parks reflect local needs, community input, recreational and conservation goals and available financial resources.
- PR-4.2 Consider unique features and other characteristics in the design of new parks and upgraded/renovated facilities to enhance the local sense of place, ensure quality of facilities, and minimize maintenance and operations costs.
- PR-4.3 Provide playgrounds that have a community draw and offer unique opportunities for all city residents in a multi-use, multi-generational setting.

Community Accessibility

- PR-4.4 Design and maintain parks and facilities to offer universal accessibility for residents of all physical capabilities, skill levels, and ages in accordance with the American with Disabilities Act (ADA) Standards for Accessible Design.
- PR-4.5 Eliminate accessibility barriers at existing parks and facilities and address other related actions as identified in the city ADA Transition Plan.
- PR-4.6 Reduce barriers to access and expand inclusive opportunities related to other characteristics of users, such as socioeconomic background, language fluency, physical or mental health considerations, geographic location, and transportation access.
- PR-4.7 Implement policies to address service gaps for historically underserved communities and provide a priority matrix to guide the allocation of resources to address known gaps.

Engagement

- PR-4.8 Involve residents and stakeholders in the planning and design of park and recreation facilities and program to incorporate community input and considerations, provide information, and meet public needs.
- PR-4.9 Partner with representative groups of users of specialized facilities, such as sport fields, off-leash areas, disc golf course, skatepark, BMX/pump track, community gardens, etc., to plan the development and management of these facilities.

Branding

- PR-4.10 Provide comprehensive, well-designed maps to identify park and trail opportunities and provide relevant information for users.
- PR-4.11 Standardize the use of graphics and signage to establish a consistent identity and aesthetic for all parks and facilities.

- PR-4.12 Standardize park furniture and improvements such as trash cans, tables, benches, and fencing to reduce maintenance and replacement costs and provide for a more consistent aesthetic for city facilities.

Maintenance

- PR-4.13 Design and develop facilities to reduce overall facility maintenance and operation costs, while providing for adequate and aesthetically appealing facilities and amenities.
- PR-4.14 Incorporate sustainable, low impact design practices into the development of new facilities and rehabilitation of existing facilities.
- PR-4.15 Consider native vegetation for landscaping in parks to conserve native wildlife habitat and limit maintenance requirements.

Security and Safety

- PR-4.16 Maintain parks, trails and open spaces to protect public property, preserve the value of these facilities, and ensure their intended functions, uses, safety, and security over their entire life cycle.
- PR-4.17 Implement adopt-a-park programs, neighborhood park watches, police patrols, and other programs to increase safety, security, awareness and visibility.

► PR-5 Provide for long-term banking of potential sites for park and recreation facilities in coordination with other public and private agencies, private landowners, and other organizations.

- PR-5.1 Review needs for parks, recreation and open space prior to the approval of an annexation to determine potential impacts to adopted levels of service.
- PR-5.2 Identify and reserve lands to meet long-term demands for parks, recreation, and open space, especially in developing areas and potential sites with healthy tree canopies, minimal development, or critical areas.

► PR-6 Coordinate with other agencies and non-profit recreational providers to help meet the recreational needs of local residents.

- PR-6.1 Leverage city resources by maintaining partnerships with public and private agencies such as school districts to deliver recreation services and secure access to existing facilities for community recreation.
- PR-6.2 Look for opportunities to partner with other organizations to provide support for indoor recreational facilities.
- PR-6.3 Endorse the efforts of local non-profit providers such as organized sports leagues to plan for projects to expand facilities for athletic fields, and provide city support as needed.

PR-6.4 Coordinate with Pierce County, PenMet Parks and the Peninsula School District about the planning, acquisition, design and operation of parks and recreational facilities in the UGA and unincorporated service area.

► **PR-7 Support and protect historical resources through planning and management of the park and open space system.**

PR-7.1 Identify, enhance and incorporate Gig Harbor’s heritage, indigenous history and cultural features into the park system to preserve these interests and provide a holistic social experience.

PR-7.2 Identify parks, structures and spaces eligible for designation as historic places to ensure they are preserved for the future and planned for long-term preservation and maintenance by the city.

PR-7.3 Assist historical and cultural societies to develop and display artifacts, reports, and exhibits to the community and conduct lectures, classes, and other programs to promote awareness of Gig Harbor’s heritage.

PR-7.4 Encourage the Harbor History Museum, Gig Harbor BoatShop, Gig Harbor Fisherman’s Civic Club and other organizations to provide cultural programs and activities for the public.

PR-7.5 Encourage the owners of historic sites and structures to provide full or limited public access.

► **PR-8 Acquire, develop, operate, and maintain facilities and programs to be cost efficient and to equitably distribute costs and benefits to the public.**

PR-8.1 Provide the financial and staff resources necessary to maintain the high quality of the city’s park and recreation system.

PR-8.2 Support methods to finance facility development, maintenance, and operations which can supplement city budget allocations while reducing costs, improving flexibility, and better meeting user needs.

PR-8.3 Pursue traditional and alternative funding sources for parks, facilities, and programs, which may include private donations, partnerships, sponsorships, state and federal grant sources, dedicated local taxes and local bonds or levies.

PR-8.4 Apply for recreational system grants, potentially with partner agencies as appropriate.

PR-8.5 Consider joint ventures for projects and programming with other public agencies such as PenMet Parks, Pierce County, Peninsula School District, regional, state, and federal agencies, local tribes, and private agencies including for-profit concessionaries.

PR-8.6 Use sponsorships to offset costs of special events and seasonal activities.

PR-8.7 Regularly review and update Park Impact Fee rates and methodologies to support the expansion of the parks system to meet growth in demand.

- PR-8.8 Periodically monitor and review level of service (LOS) metrics and revise park and recreational capital project priorities.
- PR-8.9 Define naming conventions and conversions to include an on-going evaluation of the names of city parks and public recreational facilities.
- PR-8.10 Regularly update GIS data to ensure park, open space, trail, and recreational facility information such as names, classifications, acreages, and ownership are correctly identified.

Policy Audit Document

Previous Plan Content	Rationale for Change	Recommended Content
11.6: DEVELOP A QUALITY, DIVERSIFIED RECREATION SYSTEM THAT PROVIDES FOR ALL AGE AND INTEREST GROUPS.	▪ No change.	PR-1 Develop a quality, diversified recreational system that provides for all age and interest groups.
[new]	▪ Provide explicit policy statements related to developing a recreation system.	PR-1.1 Acquire and develop sites for passive and active recreation opportunities that accommodate formal and informal activities that meet the needs of various age groups, recreational interests and abilities.
[new]	▪ Provide explicit policy statements related to developing a recreation system.	PR-1.2 Prioritize facility development based on demonstrated demand, population served, geographic distribution, system gaps, regional appeal, fiscal opportunity, and revenue-generating potential.
[new]	▪ Provide explicit policy statements related to developing a recreation system.	PR-1.3 Pursue accessible, adaptive recreation facilities and services for users with disabilities or health or mobility challenges.
11.6.1. Cooperate with Pierce County, PenMet Parks, the Washington State Department of Fish & Wildlife, and other public and private agencies to acquire and preserve additional shoreline access for waterfront fishing, wading, swimming, viewing and other related recreational activities and pursuits, recognizing the rights of property owners in the vicinity of such sites.	▪ Revised to provide more clarity and broad application.	PR-1.4 Cooperate with a wide range of public and private agencies to acquire and preserve additional shoreline access for waterfront fishing, wading, swimming, viewing and other related recreational activities and pursuits, while respecting the rights of property owners.

Previous Plan Content	Rationale for Change	Recommended Content
11.6.2. Develop and/or encourage a mixture of watercraft access opportunities including canoe, kayak, sailboard, and other non-power boating activities, especially on Gig Harbor Bay and along the Puget Sound shoreline.	Minor revisions for clarity.	PR-1.5 Develop and encourage waterfront and watercraft access opportunities, especially for human-powered boating activities on Gig Harbor and along the Puget Sound shoreline.
11.6.3. Concentrate on field and court activities like soccer, football, baseball, basketball, tennis, pickleball and volleyball that provide for the largest number of participants.	Revisions for clarity.	PR-1.6 Facilitate field and court activities like soccer, football, baseball, basketball, tennis, pickleball and volleyball to meet the needs of the community.
11.6.7. Provide play structures for tots (2-5) and school aged children (5-12) and a teen activity area within neighborhood parks.	This is an operational level discussion that may not be needed for higher-level policy.	[removed]
[add]	Added to provide guidance for special events.	PR-1.7 Coordinate a calendar of special events throughout the year in partnership with high-quality providers of recreational programming and special events.
OPEN SPACE PRESERVATION AND WILDLIFE RESOURCES		
11.1: DEVELOP A HIGH QUALITY, DIVERSIFIED PARK SYSTEM THAT PRESERVES AND ENHANCES SIGNIFICANT ENVIRONMENTAL RESOURCES AND FEATURES. INCORPORATE UNIQUE ECOLOGICAL FEATURES AND RESOURCES TO PROTECT THREATENED SPECIES, PRESERVE HABITAT, AND RETAIN MIGRATION CORRIDORS THAT ARE UNIQUE AND IMPORTANT TO LOCAL WILDLIFE.	Edit for readability and brevity.	PR-2 Preserve and enhance the natural environment and support habitat and other resources for local wildlife as part of park and open space acquisition and management.

Previous Plan Content	Rationale for Change	Recommended Content
11.1.1 Acquire and preserve especially sensitive or unique habitat sites that support threatened or endangered species and urban wildlife habitat.	▪ Considerations from this policy are integrated/condensed into PR-2.1.	PR-2.1 Preserve and protect open space and park land areas with significant environmental features such as wetlands, riparian corridors, forests, steep slopes, plant and animal habitats that support threatened or endangered species.
11.1.2 Identify and conserve critical wildlife habitat including nesting sites, foraging areas, and migration corridors within or adjacent to natural areas, open spaces, and the developed urban areas.	▪ Considerations from this policy are integrated/condensed into PR-2.1.	[removed]
11.1.3 Develop a system of open space corridors along natural stream and wetlands corridors that establish forest canopy that link to each other and from the uplands to the shore.	▪ Edits for readability and brevity.	PR-2.2 Develop an interlinked system of open space corridors along natural riparian and wetlands.
[new]	▪ Policy added to provide more detail about environmental considerations in parks and open space.	PR-2.3 Provide appropriate public access and nearby parking where appropriate and feasible for open space areas to support passive recreation.
[new]	▪ Policy added to provide more detail about environmental considerations in parks and open space.	PR-2.4 Provide opportunities for environmental education in open space areas through creative and interactive interpretation strategies, such as hands-on displays, self-guided walks, and other experiences.
[new]	▪ Policy added to provide more detail about environmental considerations in parks and open space.	PR-2.5 Maintain and improve the environmental quality of city-owned parks, trails, and open space areas through invasive species removal, planting of native species, and restoration of urban forests, creeks, wetlands, and other habitat areas.
[new]	▪ Policy added to provide more detail about environmental considerations in parks and open space.	PR-2.6 Foster climate-resilient landscapes in parks and open space areas to manage expected impacts from climate change.

Previous Plan Content	Rationale for Change	Recommended Content
[new]	Policy added to provide more detail about environmental considerations in parks and open space.	PR-2.7 Improve tree management policies and practices in parks and open space in line with an Urban Forestry Management Plan to promote tree retention, tree succession, and more effective wildfire prevention practices.
[new]	Policy added to provide more detail about environmental considerations in parks and open space.	PR-2.8 Map and evaluate riparian areas within salmon-bearing stream corridors on public lands as part of planning for land acquisition, climate change adaptation, and ongoing management.
DEVELOPING HEALTHY COMMUNITIES		
11.3: THROUGH THE CITY'S PERMIT PROCESS, REQUIRE, WHEN POSSIBLE, NEW DEVELOPMENT TO SUPPORT AND ENHANCE THE PEDESTRIAN ENVIRONMENT TO PROMOTE HEALTHY LIFESTYLES AND ACTIVE COMMERCIAL AREAS.	Note that this policy goal is integrated with the considerations for PR-3 below.	[removed]
11.5: DEVELOP A HIGH QUALITY SYSTEM OF MULTIPURPOSE PARK TRAILS AND CORRIDORS THAT PROVIDE ALTERNATIVE TRANSPORTATION OPTIONS AND LOW IMPACT RECREATIONAL OPPORTUNITIES FOR RESIDENTS OF ALL AGES AND ABILITIES IN COORDINATION WITH THE CITY'S ACTIVE TRANSPORTATION PLAN.	Minor edits for content.	PR-3 Provide alternative transportation options and low impact recreational opportunities for residents of all ages and abilities through a high-quality system of park trails and corridors in coordination with the Gig Harbor Active Transportation Plan.
		Trail and Corridor Planning

Previous Plan Content	Rationale for Change	Recommended Content
11.5.1. Create a comprehensive system of multipurpose off-road trails using the Cushman Trail as the backbone of the system. Trails should be developed to provide access to significant environmental features, public facilities, neighborhoods and businesses districts to promote physical activity and a health conscious community.	▪ This policy has been included here to provide more specificity regarding actions on trails / corridors. ▪ Note that this is split with PR-3.2 below.	PR-3.1 Create a comprehensive system of shared-use off-road trails using the Cushman Trail as the backbone of the system.
[new]	▪ This provides for a complementary policy to PR-3.1 to build the trail network, and adapts concepts from 11.3.1.	PR-3.2 Develop trails to provide access to significant environmental features, public facilities, neighborhoods, and business districts to promote physical activities and a health-conscious community.
11.3.1. Require pedestrian friendly design features (including but not limited to placement of new buildings, on-site walkways, and pedestrian scale site features) on new developments to promote active healthy lifestyles within the community.	▪ The considerations of this policy have been provided in PR-3.2 and elsewhere, and this can be removed.	[removed]
11.3.2. Require non-residential developments to provide common areas (such as town squares, plazas, or pocket parks) proportional to size of the development and the impact on existing park infrastructure to serve the recreational needs of employees and customers. Encourage these spaces to be used as the focus of commercial and civic buildings.	▪ This goal has been removed with its considerations included as part of the Urban Design Element and other components.	[removed]
11.5.2. Leveraging the resources of WSDOT, private developers and other agencies, construct pedestrian facilities that cross SR-16 and other highways (ex: pedestrian overpass at BB16).	▪ This policy has been added to provide more specificity regarding actions on trails / corridors.	PR-3.3 Coordinate with public and private agencies to construct pedestrian crossing for SR-16 and other highways that improve trail system connections.

Previous Plan Content	Rationale for Change	Recommended Content
11.5.3. Trails should be connected to nearby sidewalk facilities wherever feasible to facilitate the use of the off-street trail systems for non-motorized transportation and recreation. Where sidewalks are an integrated component of a trail system, larger sidewalks may be needed.	This policy has been added to provide more specificity regarding actions on trails / corridors.	PR-3.4 Connect trails to nearby sidewalk facilities where possible to improve the functionality of the off-street trail systems for non-motorized transportation and recreation.
[new]	This policy has been added to provide more specificity regarding actions on trails / corridors.	PR-3.5 Consider the siting of proposed trail segments as part of the development review process.
11.5.4. Work with PenMet Parks, Pierce County, Tacoma, the Washington State Department of Transportation, and other appropriate jurisdictions to link and extend Gig Harbor trails to other regional trail facilities.	This policy has been added to provide more specificity regarding actions on trails / corridors.	PR-3.6 Work with public and private organizations in the region to link and extend Gig Harbor trails to other regional trail facilities.
[new]	This policy has been added to provide more specificity regarding actions on trails / corridors.	PR-3.7 Support broader pedestrian and bicycle infrastructure improvements to improve safety and utilization of the system.
11.5.5. Extend trails through natural area corridors like the Crescent and Donkey (North) Creek corridors, and Wollochet Drive wetlands within the City that will provide a high quality, diverse sampling of area environmental resources, in balance with habitat protection.	These considerations are included elsewhere in this Element and the Environment Element.	[removed]
[new]		Trail Development and Amenities
[new]	This policy has been added to provide more specificity regarding actions on trails / corridors.	PR-3.8 Develop trails consistent with the park development goals and policies that reach a wide variety of users.
[new]	This policy has been added to provide more specificity regarding actions on trails / corridors.	PR-3.9 Provide trailhead improvements such as interpretive and directory signage systems, rest stops, drinking fountains, restrooms, parking and loading areas, water and other services.

Previous Plan Content	Rationale for Change	Recommended Content
[new]	This policy has been added to provide more specificity regarding actions on trails / corridors.	PR-3.10 Where appropriate, locate trailheads to consider park sites, schools, and other community facilities to increase local access to the trail system and integrate supporting improvements.
[new]	This policy has been added to provide more specificity regarding actions on trails / corridors.	PR-3.11 Consider needs for maintenance, security, and access by appropriate personnel, equipment, and vehicles in park design and construction.
[new]	This policy has been added to provide more specificity regarding actions on trails / corridors.	PR-3.12 Develop and implement branded signage (e.g. trailhead, etiquette, directional, mile markers, emergency location markers, etc.) to mark trails and non-motorized routes that is consistent with broader signage and design standards in the city.
PARK DESIGN STANDARDS		
11.4: DESIGN AND DEVELOP FACILITIES THAT ARE ACCESSIBLE, SAFE, AND EASY TO MAINTAIN WHILE PROVIDING A FULL RANGE OF FACILITIES FOR ALL AGE GROUPS BOTH INSIDE THE PRESENT CITY LIMITS AND IN THE UGA. PARKS FACILITIES AND EQUIPMENT SHOULD HAVE LIFE CYCLE FEATURES THAT ACCOUNT FOR LONG-TERM COSTS AND BENEFITS.	Revised for clarity/ brevity.	PR-4 Ensure that park, open space, and recreational facilities are accessible, safe, easy to maintain, cost efficient, and meet the diverse needs of the residents of the city and Urban Growth Area.
General		Planning and Design
11.4.1. Create park plans for the potential development and re-development of City park properties.	Revised to provide more specific details about planning.	PR-4.1 Maintain park master plans, management plans, and adopted strategies to ensure parks reflect local needs, community input, recreational and conservation goals and available financial resources.

Previous Plan Content	Rationale for Change	Recommended Content
11.4.2. Incorporate features and amenities into parks that fit the local context; contribute to environmental sustainability; and are accessible, safe, and easy to maintain for the long term.	Revised to provide more details.	PR-4.2 Consider unique features and other characteristics in the design of new parks and upgraded/renovated facilities to enhance the local sense of place, ensure quality of facilities, and minimize maintenance and operations costs.
[new]	Considerations added here to address community needs.	PR-4.3 Provide playgrounds that have a community draw and offer unique opportunities for all city residents in a multi-use, multi-generational setting.
Accessibility		Community Accessibility
11.4.6. Design park and recreation facilities to be accessible in accordance with the American Disabilities Act (ADA).	Provide revisions and expand these considerations to broader barriers to access.	PR-4.4 Design and maintain parks and facilities to offer universal accessibility for residents of all physical capabilities, skill levels, and ages in accordance with the American with Disabilities Act (ADA) Standards for Accessible Design.
[new]	Provide additional discussion of addressing barriers to park use.	PR-4.5 Eliminate accessibility barriers at existing parks and facilities and address other related actions as identified in the city ADA Transition Plan.
[new]	Provide additional discussion of addressing barriers to park use.	PR-4.6 Reduce barriers to access and expand inclusive opportunities related to other characteristics of users, such as socioeconomic background, language fluency, physical or mental health considerations, geographic location, and transportation access.
[new]	Provide additional discussion of addressing barriers to park use.	PR-4.7 Implement policies to address service gaps for historically underserved communities and provide a priority matrix to guide the allocation of resources to address known gaps.
		Engagement

Previous Plan Content	Rationale for Change	Recommended Content
[new]	Specific statements included for engagement.	PR-4.8 Involve residents and stakeholders in the planning and design of park and recreation facilities and program to incorporate community input and considerations, provide information, and meet public needs.
[new]	Specific statements included for engagement.	PR-4.9 Partner with representative groups of users of specialized facilities, such as sport fields, off-leash areas, disc golf course, skatepark, BMX/pump track, community gardens, etc., to plan the development and management of these facilities.
		Branding
11.4.3. Provide maps at the City's larger parks, documenting park and trail opportunities in the vicinity of the park.	Minor revisions provided.	PR-4.10 Provide comprehensive, well-designed maps to identify park and trail opportunities and provide relevant information for users.
[new]	Expanded discussions about park branding.	PR-4.11 Standardize the use of graphics and signage to establish a consistent identity and aesthetic for all parks and facilities.
[new]	Expanded discussions about park branding.	PR-4.12 Standardize park furniture and improvements such as trash cans, tables, benches, and fencing to reduce maintenance and replacement costs and provide for a more consistent aesthetic for city facilities.
11.4.4. Develop and maintain parks consistent with local, state and federal environmental regulations.	This is an expectation that can be assumed; no policy is necessary.	[removed]
11.4.5. Provide facilities for all age groups and throughout the City and its UGA.	This is more appropriate as a goal, and has been included elsewhere.	[removed]
Maintenance		Maintenance

Previous Plan Content	Rationale for Change	Recommended Content
11.4.7. Design and develop facilities that are of low maintenance and high capacity design to reduce overall facility maintenance and operation requirements and costs while providing for adequate facilities, amenities and attractive landscaping.	Revisions for clarity / brevity.	PR-4.13 Design and develop facilities to reduce overall facility maintenance and operation costs, while providing for adequate and aesthetically appealing facilities and amenities.
11.4.8. Where appropriate, use low maintenance materials, settings or other value engineering considerations that reduce care and security requirements, and retain natural conditions and experiences.	- Revisions for clarity / brevity. - Separation of the considerations of natural conditions into the following policy.	PR-4.14 Incorporate sustainable, low impact design practices into the development of new facilities and rehabilitation of existing facilities.
[new]	Policy added to include considerations of native vegetation from 11.4.8.	PR-4.15 Consider native vegetation for landscaping in parks to conserve native wildlife habitat and limit maintenance requirements.
Security and Safety		Security and Safety
11.4.9. Implement design and development standards that will improve park facility safety and implement security features for park users, department personnel, and the public-at-large.	Considerations integrated under PR-4.14.	PR-4.16 Maintain parks, trails and open spaces to protect public property, preserve the value of these facilities, and ensure their intended functions, uses, safety, and security over their entire life cycle.
11.4.10. Continue to develop and implement safety standards, procedures, and programs that will provide proper training and awareness for department personnel.	Considerations integrated under PR-4.14.	[removed]
11.4.11. Define and enforce rules and regulations concerning park activities and operations that will protect user groups, department personnel, and the general public-at-large.	Considerations integrated under PR-4.14.	[removed]

Previous Plan Content	Rationale for Change	Recommended Content
11.4.12. Where appropriate, use adopt-a-park programs, neighborhood park watches, park police patrols, and other innovative programs that will increase safety and security awareness and visibility on-Motorized Access	Revised for readability / brevity.	PR-4.17 Implement adopt-a-park programs, neighborhood park watches, police patrols, and other programs to increase safety, security, awareness and visibility.
IDENTIFY URBAN GROWTH PRESERVES		
11.2: COORDINATE WITH OTHER PUBLIC AND PRIVATE AGENCIES, AND WITH PRIVATE LANDOWNERS TO PRESERVE LAND AND RESOURCES NECESSARY TO PROVIDE HIGH QUALITY, CONVENIENT PARK AND RECREATIONAL FACILITIES BEFORE THE MOST SUITABLE SITES ARE LOST TO DEVELOPMENT.	Edited for readability / brevity.	PR-5 Provide for long-term banking of potential sites for park and recreation facilities in coordination with other public and private agencies, private landowners, and other organizations.
11.2.3. Prior to annexation of urban growth areas review park, recreation, and open space needs to determine potential impacts to adopted levels of service. Such impacts shall be considered when determining the impacts of a potential annexation.	Edited for readability / brevity.	PR-5.1 Review needs for parks, recreation and open space prior to the approval of an annexation to determine potential impacts to adopted levels of service.
11.2.2. Identify lands needed to meet long-term demand for parks, recreation and open space in developing areas such as the wooded, undeveloped, and sensitive lands.	Edited for readability / brevity.	PR-5.2 Identify and reserve lands to meet long-term demands for parks, recreation, and open space, especially in developing areas and potential sites with healthy tree canopies, minimal development, or critical areas.
SPECIAL PURPOSE FACILITIES		
11.7: ENCOURAGE THE DEVELOPMENT OF QUALITY FACILITIES THAT MEET THE INTERESTS OF ALL SEGMENTS OF THE COMMUNITY.	This has been removed, as the city has little policy impact on these facilities. Provisions for partnering with other organizations is included elsewhere.	[removed]

Previous Plan Content	Rationale for Change	Recommended Content
11.7.1. Where appropriate and economically feasible (self-supporting), encourage other organizations to develop and operate specialized and special interest recreational or cultural facilities like theater, golf and water parks for these interests in the general population.	This has been removed, as the city has little policy impact on these facilities. Provisions for partnering with other organizations is included elsewhere.	[removed]
11.7.2. Where appropriate, facilitate and encourage joint planning and operating programs with other public and private agencies to determine need and provide for special activities like golf, performing arts, water parks, and camping on an area wide basis.	This has been removed, as the city has little policy impact on these facilities. Provisions for partnering with other organizations is included elsewhere.	[removed]
RECREATIONAL PROGRAMS		
11.8: COORDINATE WITH AND ENCOURAGE THE EFFORTS OF OTHER AGENCIES AND NON-PROFIT RECREATIONAL PROVIDERS TO ASSURE THAT THE RECREATIONAL NEEDS OF THE GIG HARBOR RESIDENTS ARE MET.	Minor revisions for clarity/brevity.	PR-6 Coordinate with other agencies and non-profit recreational providers to help meet the recreational needs of local residents.
11.6.5. Facilitate the continued development by the Peninsula School District and other organizations, of special meeting, assembly, eating, health, cultural, and other community facilities that provide general support to school age populations and the community-at-large at elementary, middle, and high schools within the City, urban growth area and the greater peninsula.	Edited for clarity/brevity.	PR-6.1 Leverage city resources by maintaining partnerships with public and private agencies such as school districts to deliver recreation services and secure access to existing facilities for community recreation.
11.6.6. Look for opportunities to partner with PenMet and other organization to provide indoor recreational facilities for all ages (including play structures and both organized and individual sports facilities).	Edited for clarity/brevity.	PR-6.2 Look for opportunities to partner with other organizations to provide support for indoor recreational facilities.

Previous Plan Content	Rationale for Change	Recommended Content
11.8.2. Endorse the efforts of local non-profit organizations to provide soccer, baseball, softball, basketball, volleyball, tennis, pickleball, and other instruction and participatory programs for all age, skill level, and income groups in the community.	▪ Edited for clarity/brevity.	PR-6.3 Endorse the efforts of local non-profit providers such as organized sports leagues to plan for projects to expand facilities for athletic fields, and provide city support as needed.
11.2.1. Continue coordination with PenMet Parks and other agencies on meeting park, recreation, and open space needs through the City and urban growth area to assure that needs are met, and services are not duplicated.	▪ Edited for readability / brevity.	PR-6.4 Coordinate with Pierce County, PenMet Parks and the Peninsula School District about the planning, acquisition, design and operation of parks and recreational facilities in the UGA and unincorporated service area.
11.8.1. Facilitate and encourage other organizations to provide arts and crafts, classroom instruction in music and dance, physical conditioning and health care, meeting facilities, daycare, latch key, and other program activities for all cultural, age, physical and mental capability, and income groups in the community.	▪ This is addressed in the Arts and Culture Element.	[removed]
11.8.3. Assist historical and cultural societies to develop and display artifacts, reports, and exhibits; and conduct lectures, classes, and other programs that document and develop awareness of Gig Harbor's heritage.	▪ This is addressed in the Arts and Culture Element.	[removed]

Previous Plan Content	Rationale for Change	Recommended Content
11.6.4. Encourage, leverage the development, or develop, where appropriate, a select number of facilities that provide a quality playing environment, possibly in conjunction with PenMet Parks, Pierce County, Peninsula School District, and other public or private agencies. Such facilities should be developed to meet the requirements for all age groups, skill levels, and recreational interests where possible.	This is covered in more detail in other policies and can be removed.	[removed]
HISTORIC RESOURCES		
11.9: DEVELOP A HIGH QUALITY, DIVERSIFIED PARK SYSTEM THAT PRESERVES SIGNIFICANT HISTORIC OPPORTUNITY AREAS AND FEATURES.	Edited for clarity / brevity.	PR-7 Support and protect historical resources through planning and management of the park and open space system.
11.9.1. Identify, preserve, and enhance Gig Harbor's multicultural heritage, human history of the City and its neighborhoods, traditions, and cultural features including historic sites, buildings, artworks, objects, views, and monuments.	This policy is integrated with 11.9.2 in PR-7.1 to provide a focus on the parks system.	PR-7.1 Identify, enhance and incorporate Gig Harbor's heritage, indigenous history and cultural features into the park system to preserve these interests and provide a holistic social experience.
11.9.2. Identify and incorporate significant historic and cultural lands, sites, artifacts, and facilities into the park system to preserve these interests and to provide a balanced social experience.	This policy is integrated with 11.9.1 in PR-7.1 to provide a focus on the parks system.	[removed]
11.9.3. Register City owned parks, structures and open space properties that are eligible for the Gig Harbor Register of Historic Places and utilize the City's Certified Local Government (CLG) board to determine appropriate preservation methods and traditional uses.	Edited for clarity/brevity.	PR-7.2 Identify parks, structures and spaces eligible for designation as historic places to ensure they are preserved for the future and planned for long-term preservation and maintenance by the city.

Previous Plan Content	Rationale for Change	Recommended Content
[new]	Provide a specific linkage between recreational programs and historical resources.	PR-7.3 Assist historical and cultural societies to develop and display artifacts, reports, and exhibits to the community and conduct lectures, classes, and other programs to promote awareness of Gig Harbor's heritage.
11.9.4. Encourage the Harbor History Museum, Gig Harbor BoatShop, Gig Harbor Fishermen's Civic Club and others to make cultural programs and activities more accessible to the public.	Minor edits.	PR-7.4 Encourage the Harbor History Museum, Gig Harbor BoatShop, Gig Harbor Fisherman's Civic Club and other organizations to provide cultural programs and activities for the public.
11.9.5. Encourage the owners of historic sites and structures to provide increased public access.	Minor edits.	PR-7.5 Encourage the owners of historic sites and structures to provide full or limited public access.
11.9.6. Consider adopting incentives for properties listed on the City's Historic Register to encourage maintenance and retention of structures as properties are re-developed, including adaptive re-use provisions.	This should be considered in other elements, as the PROS Element is not intended for historical resource protection.	[removed]
11.10: CELEBRATE THE CREATIVE SPIRIT OF OUR COMMUNITY AND ENCOURAGE FINE AND PERFORMING ARTS PARTNERSHIPS AND PROGRAMS THAT REFLECT THE COMMUNITY'S VISION AND CULTURE.	These considerations have been integrated into the Arts and Culture Element.	[removed]
11.10.1. Identify public visual, written and performing art opportunities that highlight the cultural and historical connections within our community through local history, environmental systems, cultural traditions, and visual symbols.	These considerations have been integrated into the Arts and Culture Element.	[removed]

Previous Plan Content	Rationale for Change	Recommended Content
11.10.2.Enhance the reputation of Gig Harbor as a livable and creative community by encouraging artists of all types to display and perform their work and supporting opportunities for creative expression.	These considerations have been integrated into the Arts and Culture Element.	[removed]
11.10.3.Use public art to create visible landmarks and artistic points of reference to reinforce Gig Harbor's identity, unique culture and character.	These considerations have been integrated into the Arts and Culture Element.	[removed]
11.10.4.Acquire works of art through a variety of methods including commissioned works, temporary works, direct purchases, and community projects.	These considerations have been integrated into the Arts and Culture Element.	[removed]
11.10.5.In cooperation with area artists and cultural organizations, utilize the city's website as a clearinghouse for arts information and resource sharing.	These considerations have been integrated into the Arts and Culture Element.	[removed]
11.10.6.Encourage the development of spaces where visual and performing arts can be enjoyed by all. This includes visual and performing arts centers, street fairs, and market places that include performance and display spaces. (Resolution No. 861.)	These considerations have been integrated into the Arts and Culture Element.	[removed]
11.10.7.Encourage and support work by local artists and support visual, written and performing arts programs and partnerships that reflect our community's vision and culture.	These considerations have been integrated into the Arts and Culture Element.	[removed]
FINANCIAL RESOURCES AND COORDINATION		

Previous Plan Content	Rationale for Change	Recommended Content
11.11: CREATE EFFECTIVE AND EFFICIENT METHODS OF ACQUIRING, DEVELOPING, OPERATING AND MAINTAINING FACILITIES AND PROGRAMS THAT ACCURATELY DISTRIBUTE COSTS AND BENEFITS TO THE GENERAL PUBLIC AND PRIVATE DEVELOPMENT.	Minor edits.	PR-8 Acquire, develop, operate, and maintain facilities and programs to be cost efficient and to equitably distribute costs and benefits to the public.
[add]	Added to summarize intent of Goal 11.12 and provide basis for administrative resources.	PR-8.1 Provide the financial and staff resources necessary to maintain the high quality of the city's park and recreation system.
Finance		
11.11.1. Investigate available methods for the financing of facility development, maintenance, and operation in order to reduce costs, retain financial flexibility, match user benefits and interests, and increase facility services.	Provide additional examples as needed.	PR-8.2 Support methods to finance facility development, maintenance, and operations which can supplement city budget allocations while reducing costs, improving flexibility, and better meeting user needs.
[new]	Expand on potential alternative funding opportunities.	PR-8.3 Pursue traditional and alternative funding sources for parks, facilities, and programs, which may include private donations, partnerships, sponsorships, state and federal grant sources, dedicated local taxes and local bonds or levies.
	Expand on potential alternative funding opportunities.	PR-8.4 Apply for recreational system grants, potentially with partner agencies as appropriate.
11.11.2. Consider joint ventures with other public and private agencies such as PenMet Parks, Pierce County, Peninsula School District, regional, state, federal, and other public and private agencies including for-profit concessionaires, where feasible and desirable.	Minor edits.	PR-8.5 Consider joint ventures for projects and programming with other public agencies such as PenMet Parks, Pierce County, Peninsula School District, regional, state, and federal agencies, local tribes, and private agencies including for-profit concessionaires.
Public and Private Resource Coordination		

Previous Plan Content	Rationale for Change	Recommended Content
11.11.3. Cooperate with PenMet Parks, Pierce County, Peninsula School District, and other public and private agencies to avoid duplication, improve facility quality and availability, reduce costs, and represent resident area interests through joint planning and development efforts.	▪ This should be consolidated under PR-9.5.	[removed]
[add]	Added to provide guidance for financing special events.	PR-8.6 Use sponsorships to offset costs of special events and seasonal activities.
Cost/Benefit Assessment		
	▪ Coordinate impact fee considerations.	PR-8.7 Regularly review and update Park Impact Fee rates and methodologies to support the expansion of the parks system to meet growth in demand.
11.11.4. Define existing and proposed land and facility levels-of-service (ELOS/PLOS) that differentiate requirements due to: population growth impacts versus improved facility standards; neighborhood versus community nexus of benefit; city versus the combination of city, county, school, and other provider agency efforts; in order to effectively plan and program park and recreation needs within the existing city and urban growth area boundaries.	▪ Provide enabling language for park LOS standards.	PR-8.8 Periodically monitor and review level of service (LOS) metrics and revise park and recreational capital project priorities.
11.11.5. Create effective and efficient methods of acquiring, developing, operating, and maintaining park and recreational facilities in manners that accurately distribute costs and benefits to public and private user interests - including the application of growth impact fees where new developments impact existing level-of-service (ELOS) standards.	▪ This is considered elsewhere through more succinct policy language.	[removed]

Previous Plan Content	Rationale for Change	Recommended Content
[add]	Additional policy to provide administrative focus on naming.	PR-8.9 Define naming conventions and conversions to include an on-going evaluation of the names of city parks and public recreational facilities.
[add]	Additional administrative policy to address administrative focus on naming/classification.	PR-8.10 Regularly update GIS data to ensure park, open space, trail, and recreational facility information such as names, classifications, acreages, and ownership are correctly identified.
OPERATIONAL AND STAFF CONSIDERATIONS		
11.12: DEVELOP, TRAIN, AND SUPPORT A PROFESSIONAL PARKS STAFF THAT EFFECTIVELY SERVES THE COMMUNITY IN THE REALIZATION OF THE ABOVE LISTED GOALS AND POLICIES.	This is more of an operational strategy and not a policy or goal. As such, this goal and the associated policies have been removed.	[removed]
11.12.1.Continue to train a diverse, well-trained work force that is motivated to achieve department and citywide goals.		[removed]
11.12.2.Encourage teamwork through communications, creativity, positive image, risk taking, sharing of resources, and cooperation toward common goals.		[removed]
11.12.3.Where appropriate, provide staff with education, training, and modern equipment and supplies to increase personal productivity, efficiency, and pride.		[removed]



PUBLIC WORKS DEPARTMENT

MEMORANDUM

TO: Parks Commission

FROM: Jennifer Haro, Parks Manager

DATE: September 25, 2024

SUBJECT: Peninsula Light Fields use

The city currently has a facility use agreement for Peninsula Light Fields with the Gig Harbor Little League (GHLL). The fields are located off of McCormick Creek Drive and have been there since 1995. Peninsula Light owned the property until 2000 when GHLL purchased it. The city took ownership of the property in 2017 through an amendment to the PenLight/GHLL real estate contract from 2000.

The GHLL has priority rights to use the fields during their baseball season, per the sales agreement and the facility use agreement. The city must maintain use of the property as a park and sports complex in perpetuity, otherwise the property will revert to Pen Light ownership. GHLL must notify the city if they are holding tournaments or are playing "fall ball." They have had a shorter season starting August and going through early October the last couple of years, to give kids that were on the waiting list a chance to play baseball.

For the last few years, Harbor Soccer Club has requested use of the fields for practices after the baseball season was done. The city has been using the special event permit process to allow use of the fields. However, that process does not work particularly well for field rentals, as it was primarily intended for one-day events held at parks. The city is looking to create an application process, fee structure and rules for field rentals. This process could be used for future phases of the sports complex, and apply to other city facilities as well, such as the Crescent Creek baseball field or KLM Veteran's Memorial Park baseball field, if it is allowed to be rented in the future.

Attached are field rental rates from some Puget Sound area jurisdictions, as well as PenMet Parks and the Peninsula School District. Grass baseball fields are highlighted. Rates range from \$7/hour for a PSD elementary school grass field to \$65/hour for adult use in University Place. Lights range from \$15 to \$40 per hour.

Staff is looking for a recommendation from the parks commission about field rentals and a suggested hourly rate.

Peninsula Light Fields



Athletic Field Rental Rate Study

City	Facility	Field Rental Rates	Additional Fees
Puyallup	Puyallup valley Sports Complex: (Synthetic Turf)	BB/SB - \$50/hr/field	Light fee - \$20/hr/field
		Multipurpose field - \$70/hr/field	
		Tournament rate (8hr min BB/SB) \$40/hr/field	
		Tournament rate (8hr min MP) \$55/hr/field	
		portable mound/soccer goal - \$35/day/field	
Tacoma	Sera Fields/Peck Athletic Complex (Grass)	Baseball/soccer - \$25/hour/field	light fee - \$40/hr/field
			field prep \$35/field
University Place	Cirque Park: (Grass)	BB/SB - \$45/hr/field (resident) - YOUTH	Light fee- \$15/hr/field
		BB/SB - \$55/hr/field (non resident) - YOUTH	Field prep \$45/field
		BB/SB - \$55/hr/field (resident) - ADULT	
		BB/SB - \$65/hr/field (non resident) - ADULT	
		Multipurpose- \$35/\$45 (resident vs non)- YOUTH	
		Multipurpose- \$45/\$55 (resident vs non) - ADULT	
Auburn	Game Farm Park: (Synthetic Turf)	Youth - \$31/hr/field (resident)	Light fee - \$20/hr/field
		Youth - \$41/hr/field (non resident)	
		Adult - \$41/hr/field (resident)	
		Adult - \$51/hr/field (non resident)	
Seatac	North SeaTac Park: (Grass Fields)	BB/SB - \$40/hr/field - (resident), \$45 (non-resident)	Light fee - \$30/hour/field
		Tournament (Per day, 3 field use. Must rent all 3 fields):	
		\$775 (resident), \$1,200 (non-resident)	
	(Synthetic Turf)	Soccer Fields \$65/hour/field - (resident), \$80/hr/field - (non-resident)	
		Tournament- \$1600/day	
	Valley Ridge Park: (Synthetic Turf)	baseball/soccer \$65/hr/field - (resident) \$80/hr/field - (non-resident)	
		Tournament (all fields required) \$3200/day	
Penmet parks	Sehmel Homestead Park: (Synthetic Turf infield, grass outfield)	BB/SB - (resident) – \$30 per hour/field	Light fee \$30/hr/field
		(non-resident) – \$36 per hour/field	
	One full-size multipurpose field – (Synthetic Turf)	(resident) – \$55 per hour/field	
		(non-resident) – \$66 per hour/field	
	Rosedale Park: (grass)	BB field - \$18/hr (resident) \$21.60/hr (non-resident)	
	Hale Pass Park: (grass)	BB field - \$16/hr (resident) \$19.20 (non-resident)	
Peninsula School District	Elementary field (Grass)	A) \$7 B) \$11 C) \$20 D) \$50 /hr	
	Middle School (Grass)	A) \$12 B) \$18 C) \$34 D) \$80 /hr	
	High School (Grass)	A) \$16 B) \$28 C) \$55 D) \$125 /hr	
	Synthetic turf field	A) \$78 B) \$110 C) \$160 D) \$270 /hr	
	Field Lights	A) \$50 B) \$58 C) \$70 D) \$78 /hr	
		A= Non-profit youth orgs	
		B= Non-profit adult rec programs	
		C= other non-profit and public orgs	
		D= commercial, private, or for-profit groups	



PUBLIC WORKS DEPARTMENT

MEMORANDUM

TO: Parks Commission

FROM: Jennifer Haro, Parks Manager

DATE: September 25, 2024

SUBJECT: Sports Complex Phase 1B Facilities

Construction is well underway for Phase 1B of the Gig Harbor Sports Complex, immediately north of the YMCA. The city anticipates this to be a very popular park, as it is located in a populous area, is next to many amenities and will have popular features such as a large playground, pickleball courts, a performance stage, and picnic shelters. It will eventually complement the sports fields that the YMCA is building adjacent to the city's park.

Currently, the city has limited facilities that can be rented out. They include the shelter and small baseball field at Crescent Creek Park, and rooms at the civic center. We have long term leases and facility agreements for many of our other facilities, such as Skansie House & Netshed, Gig Harbor BoatShop, and PenLight Fields.

City staff has met with South Sound Pickleball Club about time management for the six pickleball courts that are being built. The president of the club put together a proposed schedule and some potential rules for the courts (attached). The pickleball courts will have lights as well, allowing them to be open past dusk, when most of the city's parks close.

There is also the potential to rent out the two picnic shelters at the site.

The park will also have a performance stage and event lawn.

At the October 2, 2024 meeting, staff is looking for a recommendation from Parks Commission on:

1. A scheduling concept for pickleball courts. Should courts be reservable? Should there be a fee? Hours of operation?
2. Should the picnic shelters be reservable? Crescent Creek Park shelter is \$100 for one of two windows – 9:00-2:00 or 2:00-dusk.
3. Management concepts for the performance stage. The only similar structure in the city is the Skansie Park Pavilion.

Site Layout Plan

DESIGN



LEGEND

- 1

Parking Lot Expansion
- 2

Event Lawn
- 3

Pickleball Courts
- 4

Bocce Courts
- 5

Restrooms/Concessions
- 6

Picnic Shelter
- 7

Performance Shelter
- 8

Pre-K & 5-12 Playground
- 9

Future Trail Connections to Neighborhoods & Cushman Trail
- 10

Crosswalk
- 11

Existing YMCA Walkway
- 12

Synthetic Turf Fields by YMCA (not a part of this project scope)
- 13

Accessible Pedestrian Entry
- 14

Crosswalk to Trails & School
- 15

New Maintenance/Access Drive for Athletic Fields



PARKS COMMISSION

OCTOBER 2024

Parks Division Updates

Projects

Gig Harbor Sports Complex

Phase 1B – Some above-ground progress has been made recently, with curbs and first layer of asphalt being installed for the driveway and parking area. Most of the underground utility work has been completed. Landscaping should be going in soon, to take advantage of the coming rainy season. Footings have been poured for most of the buildings onsite. Construction is still on schedule for substantial completion in February.



Phase 1A (YMCA project) – The city has been meeting with YMCA leadership and legal counsel to revise the lease, to account for changes in circumstances since the lease was first executed in 2021. The Y has also made progress in their fundraising. Their board instructed them to get ready to go out to bid for construction. They hope to break ground in April. This project will construct two

rectangular, turfed, lit fields just north of phase 1A. They Y will be holding a kickoff of their public fundraising campaign on October 25.

Skansie Netshed Rehabilitation

The contractor has been working on the roof. It's been tough juggling the work with Summer Sounds and the Farmer's Market, but the contractor and the sub-contractors are making it work.

Other Park Updates

tx'waałqəł Conservation Area – The Phase 4 property was officially purchased and became the city's on August 28, without spending any city money (besides staff time). Next steps include an expedition to find the old driveway and a property management plan, due to Pierce County by August 2025. There is a "partial fish blockage" at the old driveway, where the stream has eroded it away, so there likely won't be any access over the creek at the point. The city is obligated to create public access as part of our Conservation Futures grant.



1 Fish & Wildlife photo of driveway washout on Phase 4 property

The city is hoping to get our bridge inspectors from Pierce County out soon to inspect the existing bridge in Phase 1 for safety, so that it can be opened to the public soon.

Lease revision requests – City Council will be considering two lease revision requests from nonprofits that lease city facilities:

- Skansie Netshed Foundation – The SNF has requested two revisions to their lease. The SNF is required to provide 600 hours of public programming in 3 of 7 different categories (construction/repair of fishing gear, public presentations, heritage tourism, documentation projects, internships, apprenticeships and fish vending) in exchange for \$1/year rent. They currently do not meet that standard, however, there is not a defined way to calculate all the time that volunteer docents spend with visitors when the Netshed is open during the summer. They are proposing to calculate 3 minutes per visitor toward their required hours.

The SNF is also requesting an alteration to the insurance section, that would require the city's insurance to be first to review claims, and to be responsible if a claim arises from the condition of the building. We will be working with the SNF on new signage to warn visitors of the uneven floors as well.

City Council agreed to these changes and directed staff to bring the amendment to their next regular meeting for approval.

- Gig Harbor BoatShop – Gig Harbor BoatShop is requesting an amendment to allow sales and some money-earning activities to support their mission. They have had inquiries into working on boats and manufacturing items for sale. This request will go to a meeting in

2025-2026 Budget – Staff will submit budget requests to the mayor by October 1. The mayor will then present her budget for council consideration at the end of February. Direction from the budget was to cut projects if completing the projects will necessitate new staff. There are a few positions in public works that had been budgeted, but not filled due to general fund constraints. Fewer projects than usual were submitted. We'll keep parks commission posted as the budget develops.

PenMet Parks discussions – City residents have been notifying city officials about the waiting period that PenMet implemented for program registration for people that aren't within PenMet boundaries. The city is in talks with PenMet with hopes of bringing an interlocal agreement to our respective elected officials early next year.

Upcoming Special Events

October-

- 10/5 - Harbor WildWatch's "Pier into the Night" at Maritime Pier
- 10/5 - Waterfront Alliance's "Sip n' Stroll" event throughout downtown
- 10/29 - The Greater Gig Harbor Foundation's "Rattle dem Bones" through downtown and surrounding areas
- 10/31 - "Trick or Treat in the Harbor" downtown and Skansie Park

November-

- 11/2 - Harbor WildWatch's "Pier into the Night" at Maritime Pier
- 11/18 - "Turkey Trot" through downtown

December-

- Date TBD - Holiday Tree lighting ceremony at Skansie Park