

**AGENDA**  
**GIG HARBOR CITY COUNCIL MEETING**  
**Monday, April 28, 2025 - 5:30 PM**  
**Council Chambers**

*This meeting may also be accessed through Zoom at <https://zoom.us/j/93216056382> or by calling (253) 215-8782 and entering Meeting ID 932 1605 6382. Please see the public comment & decorum section at the end of this agenda for information on options for making public comments.*

**CALL TO ORDER/ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**LAND ACKNOWLEDGMENT**

Before we begin this council meeting we would like to recognize that we are gathered on not only the ancestral and traditional lands of the sxwəbabč band of the Puyallup Tribe of Indians, but also on the site of one of the largest and longest standing historic villages of their people, the original inhabitants of the Gig Harbor area.

**CHANGES TO THE AGENDA**

**PRESENTATIONS**

1. **Sexual Assault Awareness Month Proclamation**  
Presented to Rebuilding Hope Sexual Assault Center
2. **Fair Housing Month Proclamation**  
Presented to Jim Henderson and Sean Martin

**PUBLIC COMMENT ON CONSENT AGENDA ITEMS**

**CONSENT AGENDA**

1. **City Council Minutes**
2. **Approval of Vouchers: Check Numbers 108280 through and ACH payments in the amount of \$3,392,210.62.**
3. **Resolution 1333 City Boundary Adjustment Agreement Authorization**
4. **Professional Services Contract Amendment #1 with Gray and Osborne, Inc., for the City of Gig Harbor Decant Facility**

**MAYOR'S REPORT**

## **CITY ADMINISTRATOR'S REPORT**

### **1. Department Updates**

## **BUSINESS ITEMS**

- 1. Resolution 1332 Naming Doris Heritage Park at the Gig Harbor Sports Complex**  
*Suggested Motion: Move to approve Resolution 1332*
  - a. Staff Report: Parks Manager Jennifer Haro
  - b. Clarifying Questions
  - c. Public Comment
  - d. Council Deliberation and Action
- 2. Public Hearing: First Reading of Ordinance 1540 Relating to the Development of Accessory Dwelling Units**  
*Suggested Motion: None.*
  - a. Staff Report: Senior Planner Jeremy Hammar
  - b. Clarifying Questions
  - c. Public Comment
  - d. Council Deliberation and Action
- 3. Ordinance 1541 Adopting RCW Related to Cybercrimes**  
*Suggested Motion: Move to approve Ordinance 1541*
  - a. Staff Report: Police Lieutenant Tray Federici
  - b. Clarifying Questions
  - c. Public Comment
  - d. Council Deliberation and Action
- 4. First Reading of Ordinance 1542 Establishing a Multifamily Tax Exemption Program**  
*Suggested Motion: N/A*
  - a. Staff Report: Housing, Health, and Human Services Program Manager Shea Smiley & Community Development Director Eric Baker
  - b. Clarifying Questions
  - c. Public Comment
  - d. Council Deliberation and Action

## **STAFF REPORTS**

- 1. Quarterly Budget Update**  
Finance Director Dave Rodenbach

## **PUBLIC COMMENT ON NON-AGENDA ITEMS**

## **COUNCIL REPORTS/ COMMENTS**

## **ANNOUNCEMENT OF UPCOMING MEETINGS**

### **1. Upcoming City Meetings**

#### **ADJOURN**

### **PUBLIC COMMENT & DECORUM**

The city council desires to allow a maximum opportunity for public comment. However, the business of the city must proceed in an orderly, timely manner. The purpose of a council meeting is to conduct the city's business.

Oral comments may be made in person or by remote connection using the Zoom meetings platform. All persons giving oral public comment will be asked to state their name and whether or not they reside within Gig Harbor city limits. Commenters may verify if their home address is in city limits by visiting <https://www.gigharborwa.gov/451/City-Limits> or by consulting the city limits maps located on the podium or in the back of Council Chambers.

Speakers will be allotted 3 minutes per individual, unless revised by the mayor. In-person comments shall be made from the microphone. Anyone making "out of order" comments may be subject to removal from the meeting.

Public comment may be made remotely via Zoom or by phone during designated portions of the meeting. To speak during the meeting, press the raise hand button near the bottom of your Zoom window or press \*9 on your phone. Please refrain from raising your hand until the mayor has announced that she has opened the public comment portion of the meeting. Your name or the last three digits of your phone number will be called out when it is your turn to speak. When using your phone to call in, you may need to press \*6 to unmute yourself. All speakers will have up to three minutes to speak.

Instead of making oral comments, written comments may be submitted to the city council at [mayorandcouncil@gigharborwa.gov](mailto:mayorandcouncil@gigharborwa.gov).

All remarks shall be addressed to the council as a body and not to any specific councilmember. All speakers shall be courteous in their language and deportment and shall not engage in or discuss or comment on personalities or indulge in derogatory remarks or insinuations with regard to any councilmember, the mayor, or any member of the staff or the public.

There will be no demonstrations during or at the conclusion of any public comment.

These guidelines are intended to promote an orderly system of holding public meetings, to give every person an opportunity to be heard and to ensure that no individuals are embarrassed by voicing their opinions.

### **AMERICANS WITH DISABILITIES (ADA) ACCOMMODATIONS**

ADA accommodations can be provided upon request. Those requiring special accommodations should contact the city clerk at [cityclerk@gjgharborwa.gov](mailto:cityclerk@gjgharborwa.gov) or (253) 853-7613 at least 24 hours prior to the meeting.

## **PROCLAMATION OF THE MAYOR OF THE CITY OF GIG HARBOR**

**WHEREAS**, April marks Sexual Assault Awareness Month (SAAM): a time to bring attention to the widespread issue of sexual violence and empower communities to take action; and

**WHEREAS**, over 53% of women and over 29% of men reported experiencing contact sexual violence; and

**WHEREAS**, most women and men across all sexual identities who experienced contact sexual violence reported that the person who harmed them was someone they knew; and

**WHEREAS**, this year's theme, "Together We Act, United We Change", highlights the power of working together to create safer, more respectful environments for all; and

**WHEREAS**, sexual abuse, assault, and harassment affect individuals of every background. To address this, we must promote education around consent, healthy communication, and bystander intervention; and

**WHEREAS**, by equipping individuals and communities with these tools, we can help prevent violence before it starts and foster a culture of respect and care;

**NOW, THEREFORE**, I, Mary Barber, Mayor of the City of Gig Harbor, do hereby proclaim April as

### **Sexual Assault Awareness Month**

in the City of Gig Harbor and call upon all residents to amplify the voices of survivors, especially those most vulnerable in our communities.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of Gig Harbor to be affixed this 28<sup>th</sup> day of April, 2025.

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**Mayor Mary Barber**  
**City of Gig Harbor**

## **PROCLAMATION OF THE MAYOR OF THE CITY OF GIG HARBOR**

**WHEREAS**, the month of April marks the anniversary of the passage of the Fair Housing Act of 1968, which prohibits discrimination in housing based on race, color, religion, sex, disability, familial status, and national origin; and

**WHEREAS**, fair housing is a fundamental right, ensuring that all individuals have the opportunity to secure housing free from discrimination and enjoy the dignity of equal access to housing opportunities; and

**WHEREAS**, housing providers, real estate professionals, policymakers, community leaders, and advocates play a critical role in upholding fair housing laws and promoting equitable housing practices that strengthen our communities; and

**WHEREAS**, the principles of fair housing support inclusive communities, economic growth, and neighborhood stability, benefiting both housing providers and residents; and

**WHEREAS**, we recognize that ongoing education, training, and enforcement of fair housing laws are essential to eliminating discrimination and ensuring that housing opportunities remain open to all; and

**WHEREAS**, we encourage housing providers, property managers, real estate professionals, and community organizations to actively promote fair housing practices, fostering diversity, equity, and opportunity for all;

**NOW, THEREFORE**, I, Mary Barber, Mayor of the City of Gig Harbor, do hereby proclaim April as

### **Fair Housing Month**

in the City of Gig Harbor and reaffirm the city's commitment to ensuring that fair and equitable housing opportunities are available to all members of our community.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of Gig Harbor to be affixed this 28<sup>th</sup> day of April, 2025.

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**Mayor Mary Barber**  
**City of Gig Harbor**



**City of Gig Harbor  
City Council Agenda Bill**

**Meeting Date: April 28, 2025**

**SUBJECT:** Resolution 1333 City Boundary Adjustment Agreement Authorization

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**SUBMITTED BY:** Stephanie Seibel, PE Senior Engineer

**DEPARTMENT:** Public Works

**PHONE:** 253-853-7626

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**SUGGESTED MOTION:** Move to approve Resolution 1333.

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**BACKGROUND INFORMATION:** The city is in the final design stages of a project to improve 38th Avenue (between 56th Street and Hunt Street). These improvements will include installing pedestrian and bicycle facilities along the east side of 38th Avenue and replacing the existing traffic signal at the intersection of 38th/56th with a roundabout.

City staff engaged with county staff on the traffic signal replacement portion of this project initially about two years ago because, while the intersection is inside city limits, the west leg of the intersection is in unincorporated Pierce County and will require County input and coordination to construct a roundabout. One key coordination item is a request by the city to adjust the city limits boundary line. See the attached proposed agreement with the County to adjust the city limits. Once the boundary line is adjusted, the city will begin to acquire property on the west leg of the intersection.

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**FISCAL CONSIDERATION:** There is no cost to the city at this time to adjust city limits. Costs will be incurred at right-of-way purchase and construction.

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|                               |                          |                                 |
|-------------------------------|--------------------------|---------------------------------|
| Expenditure Required:<br>\$ 0 | Amount Budgeted:<br>\$ 0 | Appropriation Required:<br>\$ 0 |
|-------------------------------|--------------------------|---------------------------------|

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**ATTACHMENTS:**

1. Resolution 1333
  2. Resolution 1333 Exhibit A
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**STRATEGIC PLAN PRIORITY:** Strategic Plan Priority 2 - Ensure sustainable future for public services and facilities

## **RESOLUTION 1333**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT REGARDING A REVISION TO GIG HARBOR'S CORPORATE BOUNDARY WITH PIERCE COUNTY**

**WHEREAS**, RCW 35A.21.210 authorizes code cities and counties to revise any part of a corporate boundary of a city which "coincides with the centerline, edge, or any portion of a public street, road or highway right of way by substituting therefor a right of way line of the same public street, road or highway so as fully to include or fully to exclude that segment of the public street, road or highway from the corporate limits of the city"; and

**WHEREAS**, the City of Gig Harbor is in the process of planning and installing a new roundabout at the intersection of 56<sup>th</sup> Street and 38<sup>th</sup> Avenue which, based on the design of the improvement, extends the roundabout into the county; and

**WHEREAS**, the new roundabout will partially exist in the county as the 56<sup>th</sup> Street leg of the improvement extends to the West and into the county; and

**WHEREAS**, the city seeks to revise that portion of the corporate boundary of the city to include the westerly portion of 56<sup>th</sup> Street, to include all elements of the roundabout, in coordination with Pierce County; and

**WHEREAS**, the city has designed and will construct and maintain the roundabout right of way improvements at this intersection, including the westerly portions of 56<sup>th</sup> Street, under city street standards; and

**WHEREAS**, the existing 38<sup>th</sup> Avenue and easterly portion of 56<sup>th</sup> Street are within city limits and area maintained by the city; and

**WHEREAS**, the area for corporate boundary adjustment is legally described on Exhibit "A" and depicted on Exhibit "B" of the attached agreement and incorporated herein by reference (hereafter right of way); and

**WHEREAS**, the County agrees with the corporate boundary adjustment in order to facilitate the City's construction, operation, and maintenance of the full roundabout improvements; and

**WHEREAS**, the City and the County have the authority to enter into this agreement pursuant to RCW 35A.21.210;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Gig Harbor:

Section 1. The mayor is hereby authorized execute an agreement regarding Revision of Corporate Boundary with Pierce County as set forth in Exhibit A.

Section 2. This resolution shall be in effective immediately upon approval.

**ADOPTED** by the City Council of the City of Gig Harbor at a regular meeting thereof, held this 28th day of April, 2025.

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Mary K. Barber  
Mayor

Attest:

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Joshua Stecker, CMC  
City Clerk

AGREEMENT  
CITY OF GIG HARBOR ----- PIERCE COUNTY  
REVISION OF CORPORATE BOUNDARY

**WHEREAS**, RCW 35A.21.210 authorizes code cities and counties to revise any part of a corporate boundary of a city which "coincides with the centerline, edge, or any portion of a public street, road or highway right of way by substituting therefor a right of way line of the same public street, road or highway so as fully to include or fully to exclude that segment of the public street, road or highway from the corporate limits of the city"; and

**WHEREAS**, the City of Gig Harbor (City) is in the process of planning and installing a new roundabout at the intersection of 56<sup>th</sup> Street and 38<sup>th</sup> Avenue which, based on the design of the improvement, extends the roundabout into the county; and

**WHEREAS**, the new roundabout will partially exist in the County as the 56<sup>th</sup> Street leg of the improvement extends to the West and into the County; and

**WHEREAS**, the City seeks to revise that portion of the corporate boundary of the City to include the westerly portion of 56<sup>th</sup> Street, to include all elements of the roundabout, in coordination with Pierce County (County); and

**WHEREAS**, the City has designed and will construct and maintain the roundabout right of way improvements at this intersection, including the westerly portions of 56<sup>th</sup> Street, under City street standards; and

**WHEREAS**, the existing 38<sup>th</sup> Avenue and easterly portion of 56<sup>th</sup> Street are within City limits and area maintained by the City; and

**WHEREAS**, the area for corporate boundary adjustment is legally described on **Exhibit "A"** and depicted on **Exhibit "B"** attached hereto and incorporated herein by reference (hereafter right of way); and

**WHEREAS**, the County agrees with the corporate boundary adjustment in order to facilitate the City's construction, operation, and maintenance of the full roundabout improvements; and

**WHEREAS**, the City and the County have the authority to enter into this agreement pursuant to RCW 35A.21.210.

**NOW THEREFORE**, City and County agree as follows:

1. City shall pass an Ordinance in the form attached hereto as exhibit "C" revising the City's corporate boundary by authority of this agreement to include the real property described on exhibit "A" and depicted on exhibit "B".

2. County shall pass a Resolution in the form attached hereto as exhibit "D" approving the City's Ordinance revising its corporate limits to include the property listed on exhibit "A" and depicted on exhibit "B".

3. The revision of the City's corporate boundary will not become effective until the County's Resolution is passed by the Pierce County Commissioners.

4. The Public Works Director of City and the County Engineer of County are jointly designated as responsible for implementing and administering this agreement.

5. The City and County will not acquire any joint property pursuant to this agreement.

6. Should a dispute arise regarding this agreement, the parties hereto shall first meet and attempt in good faith to resolve their differences. In the event a mutually agreed resolution is not reached, then the parties shall submit this matter to binding arbitration in accordance with the rules of the American Arbitration Association.

7. The parties agree that the revision to City's corporate boundary is not subject to review by the Pierce County Boundary Review Board pursuant to RCW 35A.21.210(2) and RCW 36.93.105(2).

8. This agreement may be amended or modified only by written agreement duly executed by the parties hereto. This agreement is executed in duplicate originals. One original shall go to each party. The City shall record this agreement with the Pierce County Auditor after it has been approved by City and County.

DATED: \_\_\_\_\_

COUNTY BY:

\_\_\_\_\_  
Ryan Mello, Pierce County Council Chair

ATTEST:

\_\_\_\_\_  
CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
Deputy Prosecuting Attorney

CITY BY:

\_\_\_\_\_  
Mary Barber, Mayor – City of Gig Harbor

ATTEST:

\_\_\_\_\_  
CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

**EXHIBIT "A"**

R/W No.: R01, R02, R03

PIN: 0221184045, 7133000200, 7133000190

BAKER BRANDON & KUMAGAI KALI, 56TH STREET & 38TH AVENUE LLC, PIERCE COUNTY

**Revision of Corporate Boundary:**

THAT PORTION OF LOT 19, PLAT OF RAVEN'S ROOST, ACCORDING TO PLAT RECORDED IN BOOK 51 OF PLATS AT PAGES 47 AND 48, IN PIERCE COUNTY, WASHINGTON, AND THE DEDICATED RIGHT-OF-WAY OF 56TH STREET COURT NORTHWEST LYING EAST AND SOUTH OF A LINE DESCRIBED AS FOLLOWS:

**COMMENCING** AT THE SOUTHWEST CORNER OF SAID LOT 19, SAID POINT BEING ON THE NORTH LINE OF TRACT "A" OF SAID PLAT OF RAVEN'S ROOST;  
THENCE ALONG THE SOUTH LINE OF SAID LOT 19 AND THE NORTH LINE OF SAID TRACT "A", NORTH 88°19'56" EAST A DISTANCE OF 38.18 FEET TO A POINT HEREINAFTER REFERRED TO AS POINT "A";  
THENCE CONTINUING ALONG SAID SOUTH AND NORTH LINE, NORTH 88°19'56" EAST A DISTANCE OF 65.78 FEET TO THE **POINT OF BEGINNING** AND THE BEGINNING OF A NON-TANGENT CURVE, CONCAVE NORTHWESTERLY, HAVING A RADIUS OF 50.00 FEET, THROUGH WHICH POINT A RADIAL LINE BEARS SOUTH 40°47'22" EAST;  
THENCE LEAVING SAID SOUTH LINE, NORTHEASTERLY TO THE LEFT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 22°57'50", AN ARC DISTANCE OF 20.04 FEET TO THE BEGINNING OF A COMPOUND CURVE, HAVING A RADIUS OF 65.00 FEET;  
THENCE NORTHERLY TO THE LEFT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 33°53'26", AN ARC DISTANCE OF 38.45 FEET TO THE BEGINNING OF A REVERSE CURVE, CONCAVE EASTERLY, HAVING A RADIUS OF 331.00 FEET;  
THENCE NORTHERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 07°50'09", AN ARC DISTANCE OF 45.27 FEET TO SOUTH MARGIN OF 56TH STREET COURT NORTHWEST;  
THENCE LEAVING SAID SOUTH MARGIN, NORTH 01°42'46" EAST A DISTANCE OF 25.00 FEET;  
THENCE SOUTH 88°17'14" EAST A DISTANCE OF 6.99 FEET TO A POINT ON A LINE PARALLEL WITH AND 30-FEET WEST OF THE CENTERLINE OF 38TH AVENUE LYING NORTH 01°54'03" EAST A DISTANCE OF 198.90 FEET, SOUTH 88°19'23" WEST A DISTANCE OF 30.06 FEET AND NORTH 01°54'03" EAST A DISTANCE OF 11.20 FEET FROM THE CENTERLINE INTERSECTION OF 38TH AVENUE WITH 56TH STREET NORTHWEST AND THE **TERMINUS** OF SAID LINE DESCRIPTION.



TOGETHER WITH THAT PORTION OF TRACT "A" OF SAID PLAT OF RAVEN'S ROOST, THE DEDICATED RIGHTS-OF-WAY OF 56TH STREET NORTHWEST AND 55TH STREET COURT NORTHWEST, AND THAT PORTION OF HEREINAFTER DESCRIBED TRACT "X", LYING EAST AND NORTH OF A LINE DESCRIBED AS FOLLOWS:

**BEGINNING** AT AFOREMENTIONED POINT "A", SAID POINT LYING NORTH 88°19'56" EAST A DISTANCE OF 1016.06 FEET FROM THE NORTHWEST CORNER OF SAID TRACT "A";  
THENCE LEAVING THE NORTH LINE OF SAID TRACT "A", SOUTH 01°40'04" EAST A DISTANCE OF 21.99 FEET;  
THENCE SOUTH 88°18'45" WEST A DISTANCE OF 23.10 FEET;  
THENCE SOUTH 01°40'04" EAST A DISTANCE OF 3.00 FEET TO THE NORTH MARGIN OF 56TH STREET NORTHWEST;  
THENCE ALONG SAID NORTH MARGIN, SOUTH 88°19'56" WEST A DISTANCE OF 176.76 FEET;  
THENCE LEAVING SAID NORTH MARGIN, SOUTH 01°39'53" EAST A DISTANCE OF 80.00 FEET TO SOUTH MARGIN OF 56TH STREET NORTHWEST AND THE NORTH LINE OF TRACT "X";  
THENCE ALONG THE SOUTH MARGIN THEREOF AND NORTH LINE, NORTH 88°19'56" EAST A DISTANCE OF 200.09 FEET TO THE BEGINNING OF A NON-TANGENT CURVE, CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 80.00 FEET, THROUGH WHICH POINT A RADIAL LINE BEARS NORTH 24°56'55" EAST;  
THENCE LEAVING SAID SOUTH MARGIN AND NORTH LINE, SOUTHEASTERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 18°56'18", AN ARC DISTANCE OF 26.44 FEET TO THE BEGINNING OF A COMPOUND CURVE, HAVING A RADIUS OF 50.00 FEET;  
THENCE SOUTHEASTERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 13°51'26", AN ARC DISTANCE OF 12.09 FEET TO THE BEGINNING OF A COMPOUND CURVE, HAVING A RADIUS OF 230.00 FEET;  
THENCE SOUTHEASTERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 17°18'33", AN ARC DISTANCE OF 69.48 FEET;  
THENCE SOUTH 75°03'12" WEST A DISTANCE OF 10.00 FEET TO THE BEGINNING OF NON-TANGENT CURVE, CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 220.00 FEET, THROUGH WHICH POINT A RADIAL LINE BEARS NORTH 75°03'12" EAST;  
THENCE SOUTHEASTERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 01°25'28", AN ARC DISTANCE OF 5.47 FEET TO THE BEGINNING OF A COMPOUND CURVE, HAVING A RADIUS OF 399.00 FEET;  
THENCE SOUTHEASTERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 02°41'06", AN ARC DISTANCE OF 18.70 FEET TO THE SOUTH LINE OF TRACT "X" AND THE NORTH MARGIN OF 55TH STREET COURT NORTHWEST;  
THENCE LEAVING SAID SOUTH LINE AND NORTH MARGIN, SOUTH 02°03'08" WEST A DISTANCE OF 25.00 FEET;  
THENCE SOUTH 87°56'52" EAST A DISTANCE OF 21.05 FEET TO A POINT ON A LINE PARALLEL WITH AND 30-FEET WEST OF THE CENTERLINE OF 38TH AVENUE LYING SOUTH 02°03'08" WEST



A DISTANCE OF 185.69 FEET, SOUTH 88°19'56" WEST A DISTANCE OF 30.06 FEET AND NORTH 02°03'08" EAST A DISTANCE OF 3.69 FEET FROM THE CENTERLINE INTERSECTION OF 38TH AVENUE WITH 56TH STREET NORTHWEST AND THE **TERMINUS** OF SAID LINE DESCRIPTION;

EXCEPT ANY PORTION THEREOF LYING EAST OF A LINE PARALLEL WITH AND 30-FEET WEST OF THE CENTERLINE OF 38TH AVENUE.

CONTAINING 29,975 SQUARE FEET, MORE OR LESS.

TRACT "X"

BEGINNING AT A POINT 30 FEET WEST AND 40.08 FEET SOUTH OF THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 21 NORTH, RANGE 2 EAST OF THE WILLAMETTE MERIDIAN; THENCE SOUTH 86°51'36" WEST 325.76 FEET TO THE NORTHEAST CORNER OF LOT 1, EDGEWOOD MANOR, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 42 OF PLATS, PAGE 28, RECORDS OF PIERCE COUNTY AUDITOR; THENCE SOUTH ALONG THE EAST LINE OF SAID LOT 1, 115.53 FEET TO THE NORTH LINE OF 55TH STREET COURT N.W.;

THENCE NORTH 86°51'36" EAST ALONG THE NORTH LINE OF SAID ROAD, 325.51 FEET TO THE WEST LINE OF BURTON-NORTHERN CO. RD.; THENCE NORTH 00°34'49" EAST ALONG THE WEST LINE OF SAID ROAD, 115.53 FEET TO THE POINT OF BEGINNING.

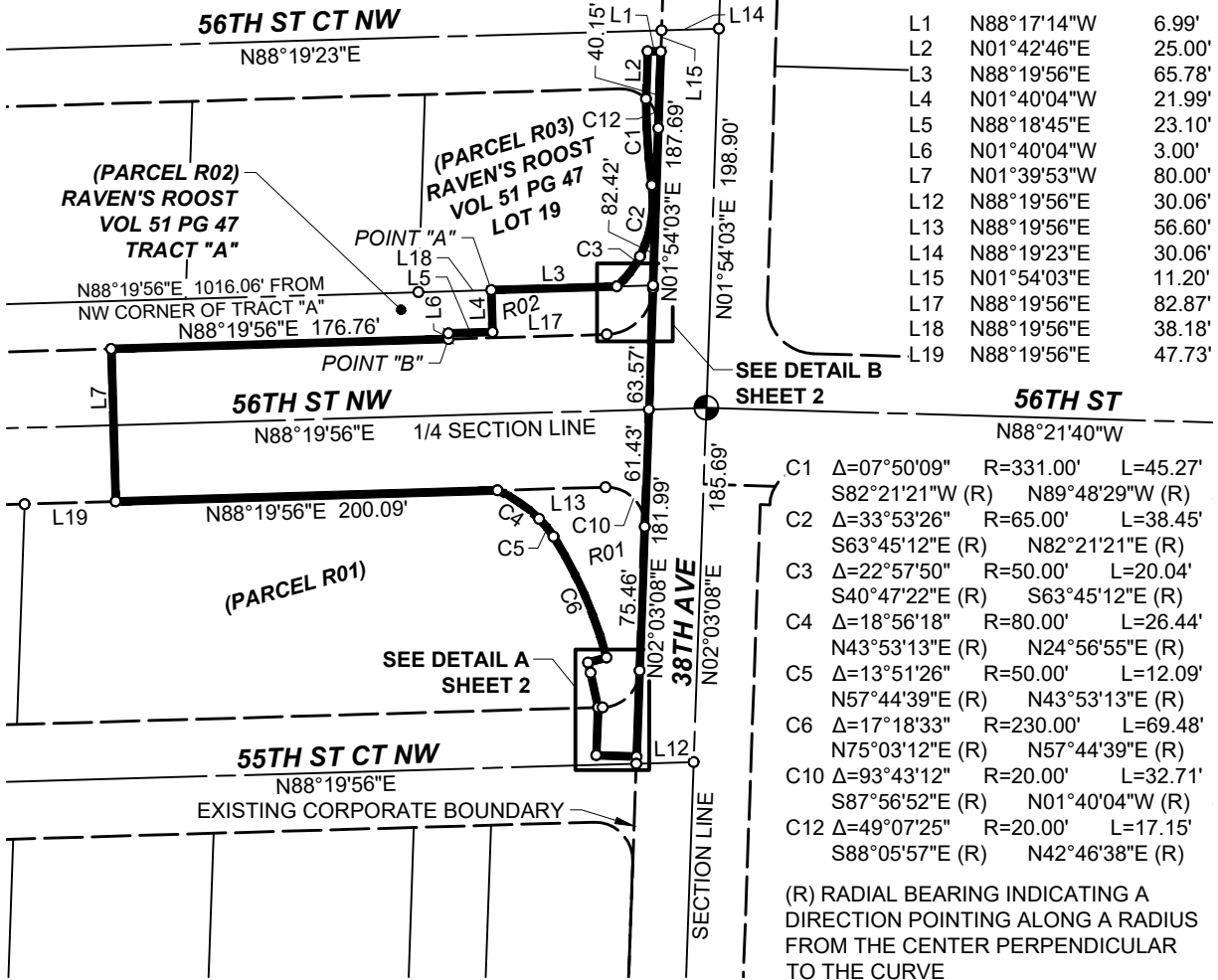
EXCEPT THAT PORTION THEREOF CONVEYED TO PIERCE COUNTY, A MUNICIPAL CORPORATION, BY STATUTORY WARRANTY DEED RECORDED UNDER RECORDING NUMBER 9312080769.

SITUATE IN THE COUNTY OF PIERCE, STATE OF WASHINGTON.



# REVISION OF CORPORATE BOUNDARY

SE 1/4 NE 1/4 & NE 1/4 SE 1/4 SEC 18, T 21 N, R 2 E, W.M.



## LEGEND

|  |                            |
|--|----------------------------|
|  | EXISTING RIGHT-OF-WAY LINE |
|  | STREET CENTER LINE         |
|  | PROPERTY LINE              |
|  | PROPOSED BOUNDARY CHANGE   |

50 25 0 50 100 NAD 83 (2011)



SCALE IN FEET

ASSESSOR NOS: R03 - 7133000190,  
R02 - 7133000200 & R01 - 0221184045



OWNERS: R03 - BAKER BRANDON & KUMAGAI KALI; R01 - 56TH STREET, 38TH AVENUE LLC, R02 - CITY OF GIG HARBOR & PIERCE COUNTY

SHEET 1 OF 2



kpff

FURTADO

38TH ST IMPROVEMENT PROJECT



CORPORATE BOUNDARY

TRANSFER AREA: 29,975 SF

## EXHIBIT "B" REVISION OF CORPORATE BOUNDARY

ASSESSOR NO.: SEE ABOVE DATE: 04/04/2025

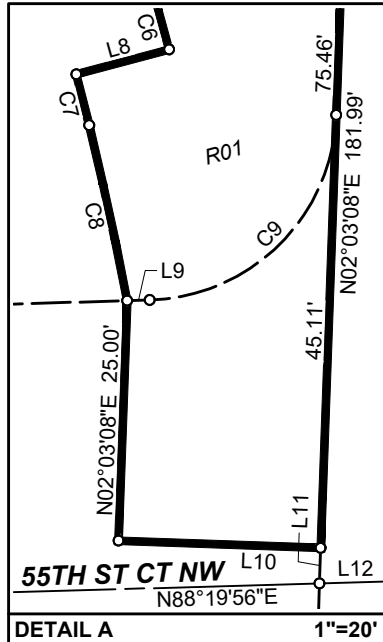
OWNER: SEE ABOVE

BLOCK NO.: N/A LOT NO.: N/A

PIERCE COUNTY, WA

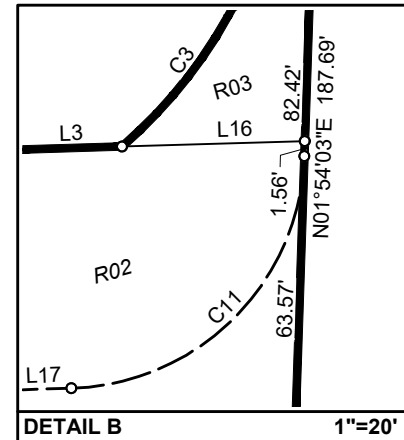
# REVISION OF CORPORATE BOUNDARY

SE 1/4 NE 1/4 & NE 1/4 SE 1/4 SEC 18, T 21 N, R 2 E, W.M.



|     |                            |                 |          |
|-----|----------------------------|-----------------|----------|
| C3  | $\Delta=22^{\circ}57'50''$ | R=50.00'        | L=20.04' |
|     | S40°47'22"E (R)            | S63°45'12"E (R) |          |
| C6  | $\Delta=17^{\circ}18'33''$ | R=230.00'       | L=69.48' |
|     | N75°03'12"E (R)            | N57°44'39"E (R) |          |
| C7  | $\Delta=01^{\circ}25'28''$ | R=220.00'       | L=5.47'  |
|     | N76°28'39"E (R)            | N75°06'12"E (R) |          |
| C8  | $\Delta=02^{\circ}41'06''$ | R=399.00'       | L=18.70' |
|     | N76°28'39"E (R)            | N79°09'45"E (R) |          |
| C9  | $\Delta=86^{\circ}16'48''$ | R=20.00'        | L=30.12' |
|     | S01°40'04"E (R)            | S87°56'52"E (R) |          |
| C11 | $\Delta=86^{\circ}25'53''$ | R=25.00'        | L=37.71' |
|     | S88°02'57"E (R)            | S01°40'04"E (R) |          |

(R) RADIAL BEARING INDICATING A DIRECTION POINTING ALONG A RADIUS FROM THE CENTER PERPENDICULAR TO THE CURVE



|     |             |        |
|-----|-------------|--------|
| L3  | N88°19'56"E | 65.78' |
| L8  | N75°03'12"E | 10.00' |
| L9  | N88°19'56"E | 2.36'  |
| L10 | N87°56'52"W | 21.05' |
| L11 | N02°03'08"E | 3.69'  |
| L12 | N88°19'56"E | 30.06' |
| L16 | N88°19'56"E | 19.04' |
| L17 | N88°19'56"E | 82.87' |

## LEGEND

|     |                            |
|-----|----------------------------|
| --- | EXISTING RIGHT-OF-WAY LINE |
| --- | STREET CENTER LINE         |
| --- | PROPERTY LINE              |
| --- | PROPOSED BOUNDARY CHANGE   |

50 25 0 50 100 NAD 83 (2011)



SCALE IN FEET

ASSESSOR NOS: R03 - 7133000190,  
R02 - 7133000200 & R01 - 0221184045



OWNERS: R03 - BAKER BRANDON & KUMAGAI KALI; R01 - 56TH STREET, 38TH AVENUE LLC, R02 - CITY OF GIG HARBOR & PIERCE COUNTY

SHEET 2 OF 2



kpff

FURTADO

38TH ST IMPROVEMENT PROJECT



CORPORATE BOUNDARY

TRANSFER AREA: 29,975 SF

## EXHIBIT "B" REVISION OF CORPORATE BOUNDARY

ASSESSOR NO.: SEE ABOVE DATE: 04/05/2025

OWNER: SEE ABOVE

BLOCK NO.: N/A LOT NO.: N/A

PIERCE COUNTY, WA

EXHIBIT C  
CITY OF GIG HARBOR, WASHINGTON

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE REVISING THE CORPORATE BOUNDARY OF THE CITY OF GIG HARBOR TO INCLUDE A PORTION OF 56<sup>th</sup> STREET. THE ORDINANCE ALSO DECLARES THAT THE PROVISIONS OF THE ORDINANCE ARE SEVERABLE FROM ONE ANOTHER AND SETS FORTH THE EFFECTIVE DATE OF THE ORDINANCE AND PROVIDES FOR PUBLICATION BY SUMMARY.

THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, DO ORDAIN AS FOLLOWS:

**Section 1. Recitals.**

**WHEREAS**, The City of Gig Harbor and the County of Pierce have entered into an Agreement for the revision of the corporate boundary of the City of Gig Harbor (hereinafter Agreement) pursuant to RCW 35A.21.210; and

**WHEREAS**, the City of Gig Harbor must pass an Ordinance to revise its corporate limits in compliance with the Agreement; and

**WHEREAS**, this action is exempt from review under the State Environmental Policy Act (RCW 43.21C.222) and is exempt from review by the Pierce County Boundary Review Board pursuant to RCW 35A.21.210(2) and RCW 36.93.105(2); and

**WHEREAS**, the revision of the corporate boundary of the City of Gig Harbor to include the property described below is consistent with the City's Comprehensive Plan since the adjusted area is adjacent to existing properties within the City limits.

**Section 2.** The corporate limits of the City of Gig Harbor are hereby revised to include the following described real property which consists of roadway and road right-of-way:

R/W No.: R01, R02, R03  
PIN: 0221184045, 7133000200, 7133000190  
BAKER BRANDON & KUMAGAI KALI, 56TH STREET & 38TH AVENUE LLC, PIERCE COUNTY

**Revision of Corporate Boundary:**

THAT PORTION OF LOT 19, PLAT OF RAVEN'S ROOST, ACCORDING TO PLAT RECORDED IN BOOK 51 OF PLATS AT PAGES 47 AND 48, IN PIERCE COUNTY, WASHINGTON, AND THE DEDICATED RIGHT- OF-WAY OF 56TH STREET COURT NORTHWEST LYING EAST AND SOUTH OF A LINE DESCRIBED AS FOLLOWS:

**COMMENCING** AT THE SOUTHWEST CORNER OF SAID LOT 19, SAID POINT BEING ON THE NORTH LINE OF TRACT "A" OF SAID PLAT OF RAVEN'S ROOST;  
THENCE ALONG THE SOUTH LINE OF SAID LOT 19 AND THE NORTH LINE OF SAID TRACT "A", NORTH 88°19'56" EAST A DISTANCE OF 38.18 FEET TO A POINT HEREINAFTER REFERRED TO AS POINT "A";  
THENCE CONTINUING ALONG SAID SOUTH AND NORTH LINE, NORTH 88°19'56" EAST A DISTANCE OF 65.78 FEET TO THE **POINT OF BEGINNING** AND THE BEGINNING OF A NON-

TANGENT CURVE, CONCAVE NORTHWESTERLY, HAVING A RADIUS OF 50.00 FEET, THROUGH WHICH POINT A RADIAL LINE BEARS SOUTH 40°47'22" EAST; THENCE LEAVING SAID SOUTH LINE, NORTHEASTERLY TO THE LEFT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 22°57'50", AN ARC DISTANCE OF 20.04 FEET TO THE BEGINNING OF A COMPOUND CURVE, HAVING A RADIUS OF 65.00 FEET; THENCE NORTHERLY TO THE LEFT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 33°53'26", AN ARC DISTANCE OF 38.45 FEET TO THE BEGINNING OF A REVERSE CURVE, CONCAVE EASTERLY, HAVING A RADIUS OF 331.00 FEET; THENCE NORTHERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 07°50'09", AN ARC DISTANCE OF 45.27 FEET TO SOUTH MARGIN OF 56TH STREET COURT NORTHWEST; THENCE LEAVING SAID SOUTH MARGIN, NORTH 01°42'46" EAST A DISTANCE OF 25.00 FEET; THENCE SOUTH 88°17'14" EAST A DISTANCE OF 6.99 FEET TO A POINT ON A LINE PARALLEL WITH AND 30- FEET WEST OF THE CENTERLINE OF 38TH AVENUE LYING NORTH 01°54'03" EAST A DISTANCE OF 198.90 FEET, SOUTH 88°19'23" WEST A DISTANCE OF 30.06 FEET AND NORTH 01°54'03" EAST A DISTANCE OF 11.20 FEET FROM THE CENTERLINE INTERSECTION OF 38TH AVENUE WITH 56TH STREET NORTHWEST AND THE **TERMINUS** OF SAID LINE DESCRIPTION.

TOGETHER WITH THAT PORTION OF TRACT "A" OF SAID PLAT OF RAVEN'S ROOST, THE DEDICATED RIGHTS-OF-WAY OF 56TH STREET NORTHWEST AND 55TH STREET COURT NORTHWEST, AND THAT PORTION OF HEREINAFTER DESCRIBED TRACT "X", LYING EAST AND NORTH OF A LINE DESCRIBED AS FOLLOWS:

**BEGINNING** AT AFOREMENTIONED POINT "A", SAID POINT LYING NORTH 88°19'56" EAST A DISTANCE OF 1016.06 FEET FROM THE NORTHWEST CORNER OF SAID TRACT "A"; THENCE LEAVING THE NORTH LINE OF SAID TRACT "A", SOUTH 01°40'04" EAST A DISTANCE OF 21.99 FEET; THENCE SOUTH 88°18'45" WEST A DISTANCE OF 23.10 FEET; THENCE SOUTH 01°40'04" EAST A DISTANCE OF 3.00 FEET TO THE NORTH MARGIN OF 56TH STREET NORTHWEST; THENCE ALONG SAID NORTH MARGIN, SOUTH 88°19'56" WEST A DISTANCE OF 176.76 FEET; THENCE LEAVING SAID NORTH MARGIN, SOUTH 01°39'53" EAST A DISTANCE OF 80.00 FEET TO SOUTH MARGIN OF 56TH STREET NORTHWEST AND THE NORTH LINE OF TRACT "X"; THENCE ALONG THE SOUTH MARGIN THEREOF AND NORTH LINE, NORTH 88°19'56" EAST A DISTANCE OF 200.09 FEET TO THE BEGINNING OF A NON-TANGENT CURVE, CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 80.00 FEET, THROUGH WHICH POINT A RADIAL LINE BEARS NORTH 24°56'55" EAST; THENCE LEAVING SAID SOUTH MARGIN AND NORTH LINE, SOUTHEASTERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 18°56'18", AN ARC DISTANCE OF 26.44 FEET TO THE BEGINNING OF A COMPOUND CURVE, HAVING A RADIUS OF 50.00 FEET; THENCE SOUTHEASTERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 13°51'26", AN ARC DISTANCE OF 12.09 FEET TO THE BEGINNING OF A COMPOUND CURVE, HAVING A RADIUS OF 230.00 FEET; THENCE SOUTHEASTERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 17°18'33", AN ARC DISTANCE OF 69.48 FEET; THENCE SOUTH 75°03'12" WEST A DISTANCE OF 10.00 FEET TO THE BEGINNING OF NON-TANGENT CURVE, CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 220.00 FEET, THROUGH WHICH POINT A RADIAL LINE BEARS NORTH 75°03'12" EAST; THENCE SOUTHEASTERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 01°25'28", AN ARC DISTANCE OF 5.47 FEET TO THE BEGINNING OF A COMPOUND CURVE, HAVING A RADIUS OF 399.00 FEET; THENCE SOUTHEASTERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL

ANGLE OF 02°41'06", AN ARC DISTANCE OF 18.70 FEET TO THE SOUTH LINE OF TRACT "X"  
AND THE NORTH MARGIN OF 55TH STREET COURT NORTHWEST;  
THENCE LEAVING SAID SOUTH LINE AND NORTH MARGIN, SOUTH 02°03'08" WEST A  
DISTANCE OF 25.00 FEET;  
THENCE SOUTH 87°56'52" EAST A DISTANCE OF 21.05 FEET TO A POINT ON A LINE PARALLEL  
WITH AND 30-FEET WEST OF THE CENTERLINE OF 38TH AVENUE LYING SOUTH 02°03'08"  
WEST

Together with the current City Limits.

**Section 3.** All property within the revised corporate boundary shall be assessed and taxed at the same rate and on the same basis as property within the City, including assessments for taxes and payment of any bonds issued or debts contracted prior to or existing as of the date of this agreement and be further subject to the indebtedness of the City of Gig Harbor.

**Section 4.** From and after the effective date of this ordinance, the above described property shall be subject to all of the laws and ordinances then and thereafter in force and effect of the City of Gig Harbor.

**Section 5. SEVERABILITY.** The provisions of this ordinance are hereby declared to be severable. If any section, subsection, sentence, clause, or phrase of this ordinance or its application to any person or circumstance is for any reason held to be invalid or unconstitutional, the remainder of this ordinance shall not, as a result of said section, subsection, sentence, clause, or phrase, be held unconstitutional or invalid.

**Section 6.** This ordinance shall take effect five (5) days after passage and publication of an approved summary thereof consisting of the title.

PASSED by the City Council and APPROVED by the Mayor, this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mary Barber, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
City Attorney

**EXHIBIT D**  
**RESOLUTION NO. \_\_\_\_\_**

**A Resolution of the Pierce County Council Approving the Revision of the Corporate Boundary Between the Pierce County ("County") and the City of Gig Harbor ("City") at the Intersection of 38<sup>th</sup> Avenue and 56<sup>th</sup> Street.**

**Whereas**, the County is the owner of a right of way located on 56<sup>th</sup> Street, adjacent to the City limits; and

**Whereas**, the City desires to have the corporate boundary line adjusted to include portions of 56<sup>th</sup> Avenue within the right of way within City limits; and

**Whereas**, an Agreement was entered into by the City of Gig Harbor and Pierce County describing the process for said boundary line adjustment on \_\_\_\_\_, 2025; and

**Whereas**, pursuant to said agreement the City of Gig Harbor passed Ordinance No. \_\_\_\_ on \_\_\_\_\_, 2025 initiating said adjustment; **NOW, THEREFORE**,

**BE IT RESOLVED** that the City of Gig Harbor's Ordinance Number \_\_\_\_\_ is hereby approved; and

**BE IT FURTHER RESOLVED** that the corporate boundary of the City of Gig Harbor is revised to include the real property described as follows:

R/W No.: R01, R02, R03  
PIN: 0221184045, 7133000200, 7133000190  
BAKER BRANDON & KUMAGAI KALI, 56TH STREET & 38TH AVENUE LLC, PIERCE COUNTY

**Revision of Corporate Boundary:**

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THENCE CONTINUING ALONG SAID SOUTH AND NORTH LINE, NORTH 88°19'56" EAST A DISTANCE OF 65.78 FEET TO THE **POINT OF BEGINNING** AND THE BEGINNING OF A NON-TANGENT CURVE, CONCAVE NORTHWESTERLY, HAVING A RADIUS OF 50.00 FEET, THROUGH WHICH POINT A RADIAL LINE BEARS SOUTH 40°47'22" EAST;  
THENCE LEAVING SAID SOUTH LINE, NORTHEASTERLY TO THE LEFT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 22°57'50", AN ARC DISTANCE OF 20.04 FEET TO THE BEGINNING OF A COMPOUND CURVE, HAVING A RADIUS OF 65.00 FEET;  
THENCE NORTHERLY TO THE LEFT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 33°53'26", AN ARC DISTANCE OF 38.45 FEET TO THE BEGINNING OF A REVERSE CURVE, CONCAVE EASTERLY, HAVING A RADIUS OF 331.00 FEET;  
THENCE NORTHERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE

OF 07°50'09", AN ARC DISTANCE OF 45.27 FEET TO SOUTH MARGIN OF 56TH STREET COURT NORTHWEST;  
THENCE LEAVING SAID SOUTH MARGIN, NORTH 01°42'46" EAST A DISTANCE OF 25.00 FEET;  
THENCE SOUTH 88°17'14" EAST A DISTANCE OF 6.99 FEET TO A POINT ON A LINE PARALLEL WITH AND 30- FEET WEST OF THE CENTERLINE OF 38TH AVENUE LYING NORTH 01°54'03" EAST A DISTANCE OF 198.90 FEET, SOUTH 88°19'23" WEST A DISTANCE OF 30.06 FEET AND NORTH 01°54'03" EAST A DISTANCE OF 11.20 FEET FROM THE CENTERLINE INTERSECTION OF 38TH AVENUE WITH 56TH STREET NORTHWEST AND THE **TERMINUS** OF SAID LINE DESCRIPTION.

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THENCE SOUTH 01°40'04" EAST A DISTANCE OF 3.00 FEET TO THE NORTH MARGIN OF 56TH STREET NORTHWEST;  
THENCE ALONG SAID NORTH MARGIN, SOUTH 88°19'56" WEST A DISTANCE OF 176.76 FEET;  
THENCE LEAVING SAID NORTH MARGIN, SOUTH 01°39'53" EAST A DISTANCE OF 80.00 FEET TO SOUTH MARGIN OF 56TH STREET NORTHWEST AND THE NORTH LINE OF TRACT "X";  
THENCE ALONG THE SOUTH MARGIN THEREOF AND NORTH LINE, NORTH 88°19'56" EAST A DISTANCE OF 200.09 FEET TO THE BEGINNING OF A NON-TANGENT CURVE, CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 80.00 FEET, THROUGH WHICH POINT A RADIAL LINE BEARS NORTH 24°56'55" EAST;  
THENCE LEAVING SAID SOUTH MARGIN AND NORTH LINE, SOUTHEASTERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 18°56'18", AN ARC DISTANCE OF 26.44 FEET TO THE BEGINNING OF A COMPOUND CURVE, HAVING A RADIUS OF 50.00 FEET; THENCE SOUTHEASTERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 13°51'26", AN ARC DISTANCE OF 12.09 FEET TO THE BEGINNING OF A COMPOUND CURVE, HAVING A RADIUS OF 230.00 FEET;  
THENCE SOUTHEASTERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 17°18'33", AN ARC DISTANCE OF 69.48 FEET;  
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THENCE SOUTHEASTERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 01°25'28", AN ARC DISTANCE OF 5.47 FEET TO THE BEGINNING OF A COMPOUND CURVE, HAVING A RADIUS OF 399.00 FEET;  
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THENCE LEAVING SAID SOUTH LINE AND NORTH MARGIN, SOUTH 02°03'08" WEST A DISTANCE OF 25.00 FEET;  
THENCE SOUTH 87°56'52" EAST A DISTANCE OF 21.05 FEET TO A POINT ON A LINE PARALLEL WITH AND 30- FEET WEST OF THE CENTERLINE OF 38TH AVENUE LYING SOUTH 02°03'08" WEST

Together with the current City Limits.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

ATTEST:

PIERCE COUNTY COUNCIL  
Pierce County, Washington

\_\_\_\_\_  
Clerk of the Council

\_\_\_\_\_  
Council Chair

DRAFT



**City of Gig Harbor  
City Council Agenda Bill**

**Meeting Date: April 28, 2025**

**SUBJECT:** Professional Services Contract Amendment #1 with Gray and Osborne, Inc., for the City of Gig Harbor Decant Facility

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**SUBMITTED BY:** Associate Engineer Steven Demmer

**DEPARTMENT:** Public Works

**PHONE:** (253) 530-7076

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**SUGGESTED MOTION:**

**Move to authorize the mayor to execute Amendment #1 to the Professional Services Contract with Gray and Osborne, Inc., for the City of Gig Harbor Decant Facility.**

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**BACKGROUND INFORMATION:** The City of Gig Harbor has contracted Gray & Osborne, Inc. to design a decant facility for the city to use for vector and street sweeper waste. The original scope of work with Gray & Osborne included the design of a decant facility and also a heated enclosure to store the city's vector truck.

However, to provide for construction cost savings, staff suggest maintaining the existing vector truck parking area and instead making minor modifications to the existing vector truck parking area. Additionally, due to the proximity of the proposed decant facility and the proposed fueling facility for fueling city vehicles, staff believe combining design efforts for the two facilities will improve the economy of scale for both projects.

Amendment #1 proposes to remove the heated enclosure from the decant facility scope of work and include the design of the proposed fueling facility adjacent to the decant facility. The amendment will not change or increase costs associated with the original contract.

---

**FISCAL CONSIDERATION:** The existing capital projects funded in the 2023-24 Budget provide sufficient funds for this expenditure. Federal funds were not requested for this expenditure.

|                                        |                                    |                                |
|----------------------------------------|------------------------------------|--------------------------------|
| Expenditure Required:<br>\$ 342,040.00 | Amount Budgeted:<br>\$1,400,000.00 | Appropriation Required:<br>\$0 |
|----------------------------------------|------------------------------------|--------------------------------|

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**ATTACHMENTS:**

1. PSC Amendment #1

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**STRATEGIC PLAN PRIORITY:** Strategic Plan Priority 2 - Ensure sustainable future for public services and facilities

**FIRST AMENDMENT  
TO  
PROFESSIONAL SERVICES CONTRACT  
BETWEEN THE CITY OF GIG HARBOR AND  
GRAY & OSBORNE, INC.**

THIS FIRST AMENDMENT is made to that certain Professional Services Contract dated 11/01/2024 (the "Agreement"), by and between the City of Gig Harbor, a Washington municipal corporation (hereafter the "City"), and Gray & Osborne, INC., a Washington corporation organized under the laws of the State of Washington (hereafter the "Consultant").

**RECITALS**

WHEREAS, the City is presently engaged in engineering services for the design of a new decant facility and desires to amend consultation services in connection with the project; and

WHEREAS, section 17 of the Agreement requires the parties to execute an amendment to the Agreement in order to modify the scope of work to be performed by the Consultant and to amend the amount of compensation paid by the City;

NOW, THEREFORE, in consideration of the mutual promises set forth herein, it is agreed by and between the parties in this Amendment as follows:

**1. Scope of Work.** Section 1 of the Agreement is further amended to add the work as shown in **Exhibit A**, attached to this Amendment and incorporated herein.

**2. Payment.** This is a no cost amendment to document the change of scope from the original contract identified in Exhibit A and attached to this Amendment and incorporated herein. The original agreed upon funds as identified in Section 2(A) of the Agreement remain the same.

**3. Duration of Work.** Section 3 of the Agreement is not amended. The duration of this agreement described in the original contract of December 31, 2025 is not modified with Amendment 1.

[Remainder of page intentionally left blank.]

EXCEPT AS EXPRESSLY MODIFIED BY THIS AMENDMENT, ALL TERMS AND CONDITIONS OF THE AGREEMENT SHALL REMAIN IN FULL FORCE AND EFFECT.

IN WITNESS WHEREOF, the parties have executed this Agreement on \_\_\_\_\_.

CONSULTANT

CITY OF GIG HARBOR

By: \_\_\_\_\_  
Its Principal

By: \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

## **SCOPE OF WORK AMENDMENT**

### **CITY OF GIG HARBOR DECANT FACILITY – CSP-2405**

#### **PROJECT UNDERSTANDING**

This Scope of Work Amendment is to document a change to the contracted Scope of Work as requested by the City of Gig Harbor.

The current Scope of Work included professional engineering services to design a heated building to park the City's vector truck, and to provide a wash down bay in conjunction with the Decant Facility Project. During the progress of the project, the City has decided their priority is for a fueling station in lieu of the heated building. The City has determined the need for a heated building can be met elsewhere and wash down facilities can be provided as a part of the Decant Facility itself.

This Scope of Work Amendment removes the need for a heated building and includes the design of a covered structure for a future fleet fueling facility. The fueling facility will include the following features.

- A. Dual compartment fuel tank with 1,000 gallons of diesel storage and 1,500 gallons of unleaded storage.
- B. Dual fuel dispensers.
- C. Packaged diesel exhaust fluid (DEF) storage and dispenser.
- D. Fuel management system.
- E. Structural canopy over fueling equipment and fueling slab.

More specifically, the Contract Scope of Work Tasks will include providing a fuel facility design criteria discussion and site layout for the new fuel station within the Decant Facility Design Report. The Design Report will also include discussion of the drainage options to be provided for the fueling drainage slab in accordance with Washington State Department of Ecology requirements.

Project Plans and Specifications will include the layout of the proposed dual compartment fuel tank, fuel management system, fuel dispenser, and DEF dispenser. This will also include design and layout of fueling slab drainage, structural fuel tank and canopy support slab, and fuel canopy structural and architectural design.

Fuel tank and dispenser layout drawings will show general configuration, main valves, and features. Final design and layout of actual piping systems is typically performed by a fuel system installation subcontractor during field install.

In addition, project construction cost estimates will include fuel station and canopy costs.

## **BUDGET**

The maximum amount payable to the Engineer for completion of work associated with this Scope of Work Amendment is included within the current Contract Scope.



# DEPARTMENT UPDATES

Wednesday, April 23, 2025

## *A TWICE-MONTHLY SUMMARY FROM YOUR CITY OF GIG HARBOR LEADERSHIP TEAM*

These department updates are an effort to increase our internal and external communication initiatives, to provide the mayor and city councilmembers with the information they need to serve the public and make informed decisions, and just as importantly, to share citywide information and updates with all staff and residents. Please feel free to send any questions, suggestions, or concerns about this document to [communications@gigharborwa.gov](mailto:communications@gigharborwa.gov).

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### ADMINISTRATION

#### City Administrator Katrina Knutson

**Legal Aid Popup:** The housing, health, and human services program manager (H3), in partnership with TacomaProBono Community Lawyers, hosted two successful free legal aid pop-ups, continuing to provide vital support to residents in need. The events offered expert guidance on housing, family law, and civil legal matters - completely free of charge. The ongoing collaboration underscores the city's commitment to accessible community well-being.

**CDE Committee:** The H3 program manager, Shea Smiley, is the staff liaison for the Community Diversity and Engagement Committee Mayoral ad hoc Committee. The committee has worked incredibly hard on designing and launching a community survey. At the April 14 Gig Harbor City Council meeting, Committee Member Claudia Lampman presented data from the survey. The effort was part of the city's commitment to being a welcoming and inclusive community. The survey ran for about a month and 342 complete responses were received. We are thankful for all the community members who took time to complete the survey. The H3 program manager, mayor, and committee will work together to utilize the data for future projects and committee initiatives.

**Unified Regional Approach:** On April 18, the mayor and H3 attended the first Pierce County Unified Regional Approach (URA) to Homelessness: Elected Leadership Group Meeting. The gathering marked a significant step toward regional collaboration among elected officials to address homelessness through shared goals and strategies. This initial meeting focused on aligning leadership and laying the groundwork for a coordinated, countywide response.

**Celebrating Administrative Professionals Day:** Today, we recognize and celebrate the incredible contributions of our administrative professionals — the dedicated individuals who are truly the backbone of our organization. These team members are often the first point of contact for the public, the ones keeping schedules running smoothly, organizing critical information, and making sure the day-to-day operations of the city function seamlessly.

Their work may not always be in the spotlight, but their impact is felt in every department and in every corner of our community. They bring professionalism, attention to detail, and a deep commitment to service that helps us deliver on our mission every day.

To all of our administrative professionals — thank you. Your work is valued, your efforts are seen, and your contributions are deeply appreciated. Gig Harbor is a better place because of you.

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## COMMUNITY DEVELOPMENT

### Community Development Director Eric Baker

The Department has welcomed a new hire, Katharine Shaffer, as the new Principal Planner. She will be overseeing the planning division. Come and say hello if you are in the area.

After more than two years of outreach and community discussion, the comprehensive plan was approved by council on April 14. This foundational document will help direct new efforts, including updates to housing codes, critical areas regulations, and waterfront district planning.

**BUILDING:** The Building & Fire Division received applications for 43 new permits this reporting period, including those for a new home on Shirley, remodeling work at the Rosedale Townhomes, and preliminary work at the Peninsula Shopping Center for future (yet to be named) tenants. 28 permits were issued, including those for remodeling work at Herons Key, the first (model home) for the Reserve Plat off Peacock, and a new hair salon at Towne Plaza. Finaled projects include the relocation of Invitation Bookshop to Judson Street and the completion of the HVAC upgrades at the Civic Center.

**CODE ENFORCEMENT:** After a few slow(ish) weeks we picked up with the return of the sun. This month we had nine new requests for investigation. Additionally, four Stop Work Orders have been posted, two Notice of Violations have been issued, and two more are being drafted. Violations include work without permits, public nuisances, and violations of our Fats, Oil, Grease (FOG) program.

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## COURT

### Court Administrator Stacy Colberg

**2025 Proposed Legislation:** We are closely tracking Senate Bill 5705 -- Improving Traffic Safety, which if passed will double the base penalties for second and subsequent traffic infractions within a two-year period of the following offenses: Speeding in Excess of 10 MPH Over Posted Speed Limit, Speeding Too Fast for Conditions, Failure to Properly Wear a Safety Belt, Violation of Child Restraint Requirements, Using a Personal Electronic Device While Driving in a School, Playground, or Crosswalk speed zone. The new penalties for second and subsequent speeding infractions range from \$114 to \$432 and \$181 to \$817 depending on the exceeded speed. Law enforcement must rely on a person's driving abstract for determining prior offenses. The bill overwhelmingly passed the Senate and is now in the House. If passed, this bill will become effective 90 days after adjournment of the legislative session.

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## FINANCE

### Finance Director Dave Rodenbach

No updates this week but stay tuned.

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## HUMAN RESOURCES

### Human Resources Director Shannon Costanti

**Advance Your Career:** Looking to grow in your career? Check out the [current job opportunities](#) here at the city!

| Position                                | Type | Status                      |
|-----------------------------------------|------|-----------------------------|
| Police Officer - Exceptional Entry      | FT   | Continuous                  |
| Police Officer - Lateral Entry          | FT   | Continuous                  |
| Seasonal Worker (Temporary 7 Vacancies) | FT   | Open until 6/30             |
| Senior Planner                          | FT   | Open until 5/2              |
| Seasonal Worker - Wastewater            | SEA  | Max Chapman started 4/21    |
| Police Officer - Lateral Entry          | FT   | Skylar Doktor starting 5/12 |
| Seasonal Worker - PW Ops                | SEA  | Brynn Smith starting 5/12   |
| Development Review Engineer             | FT   | Closed - selection pending  |
| Laborer                                 | FT   | Closed - selection pending  |
| Maintenance Technician (PW Ops)         | FT   | Closed - selection pending  |
| Public Works Assistant (PW Ops)         | FT   | Closed - selection pending  |

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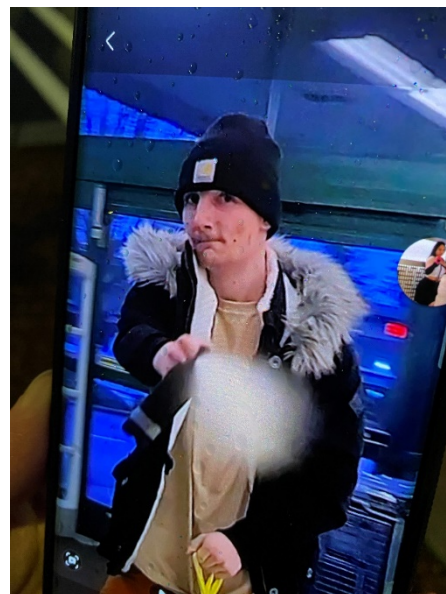
## POLICE

### Police Chief Kelly Busey

**Pepper Spray Robbery:** On March 30, two males entered a department store and took four bottles of alcohol. An employee of the business began to take cell phone video of the suspects as they fled. One of the suspects pepper-sprayed the employee.

A witness saw the suspects get into a vehicle and recorded the license plate. Officers on scene were able to contact the registered owner of the vehicle and learned that it was likely in the possession of her adult son. The son was homeless and reportedly living on the streets in Tacoma.

GHPD Detectives located the suspect in an alley in Tacoma and followed him until he was isolated in a pawn shop nearby. They quickly took him into custody. He remains in the Pierce County Jail on charges of Robbery, Assault, and Theft of a Motor Vehicle. His bail is \$35,000. We are still looking for the second suspect involved.



**Hiring:** Last week, we issued a Conditional Offer of Employment to a lateral Police Officer candidate. We hope to have him aboard on May 12.

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## **PUBLIC WORKS**

### **Public Works Director Jeff Langhelm**

**Sports Complex Phase 1B:** Construction continues on Phase 1B of the Sports Complex. The contractor has been granted some extra working days to make up for some adverse weather earlier in the spring, so completion is now scheduled for late May. The pickleball court surfacing, pouring of the remaining sidewalks and the planting of the event lawn are the major project milestones that need to be completed, along with the completion of the buildings onsite.

City council will be considering a resolution at their April 28 meeting to name the park after Doris Heritage, a Gig Harbor native who was an incredible runner. She broke two world records, appeared at two Olympics, and was the first woman to run a sub-5-minute mile indoors.

**Sports Complex Phase 1A:** The two turf fields that will be installed north of Phase 1B are very close to starting construction. The YMCA, which has a lease with the city for the property, will be constructing and managing the project, which will provide much needed space for various athletic programs in Gig Harbor. A groundbreaking ceremony is scheduled for 1pm on May 3, at the property.

**Harbor Hello:** The city is planning an event to welcome new residents to the city and provide them information about nonprofits and city services. The event is scheduled for Saturday, August 16 from 11am to 1pm on the Civic Center Green. More information to follow as it gets closer.

**Wastewater Operations:** (1) The Wastewater division welcomes new employees Robert Hahn (Wastewater Treatment Plant Operator) and Max Chapman (Seasonal Help). Both are past employees who will quickly be brought up to speed with current department tasks and projects. (2) Jim Landon has begun the annual laboratory performance evaluation testing. As part of this year's annual testing, Jim is also training Tyler Ellingboe (Wastewater Treatment Plant Operator) on this process. (3) Wastewater staff continue the annual gravity main line inspections with sonar equipment will occur throughout the city. [Learn more](#) about how these inspections work and how they improve the public sewer system. (4) The treatment plant digester tank cleaning and diffuser replacement project is now complete. Crews did a great job completing this work with minimal disruption to the ongoing treatment processes at the treatment plant. With the completion of this project, any minor electrical disruption will no longer cause significant downtime due to diffuser clogging at the digesters.

**Streets and Storm Operations:** (1) Staff is performing sidewalk inspections and repairing any potential hazards that are identified as part of the inspection process. (2) Crews have performed more ditch maintenance, this time along Point Fosdick Drive. This work includes clearing roadside ditches, stabilizing newly exposed soils to prevent erosion, and placement of rock check-dams, as necessary.

**Park, Grounds, and Facility Operations:** (1) Crews continue to advance various office improvements at the Civic Center. These improvements are intended to improve customer service, staff productivity, and safety. (2) Operations Division staff is working with Building Division staff on submitting a building permit to replace in-kind the deteriorated stairs at the entrance to the Skansie Netshed. (3) Staff continues to work with Gig Harbor Little League representatives on improvements and adjustments to the facilities at Peninsula Light Fields.

**Water Operations:** (1) Out of the initial eight commercial customers contacted by the city's water department staff to install premises isolation, all eight have either obtained permits to install premise isolation or are in the process of installing premise isolation. The second round of backflow prevention survey requests, 16 total, have been sent to customers. Those customers who have not responded to this second round of surveys are now receiving correction notices. (2) The regularly scheduled spring-time water main flushing has now begun.

**Capital Improvement Project Status Updates:** For the most recent updates on the city's design and construction projects, see our online [CIP StoryMap](#).



**City of Gig Harbor  
City Council Agenda Bill**

**Meeting Date: April 28, 2025**

**SUBJECT:** Resolution 1332 Naming Doris Heritage Park at the Gig Harbor Sports Complex

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**SUBMITTED BY:** Parks Manager Jennifer Haro

**DEPARTMENT:** Public Works

**PHONE:** (253) 853-8253

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**SUGGESTED MOTION:** Move to approve Resolution 1332

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**BACKGROUND INFORMATION:** Since acquiring the final properties of the Gig Harbor Sports Complex in 2017, the various phases of the sports complex have been identified mostly in the order of anticipated development. The city is now preparing to complete the development of Phase 1B of the sports complex, and it should be named in accordance with the city's process. The park will have a ship play structure and Native American canoes on the playground, pickleball courts, bocce courts and a performance stage and lawn.

Resolution 717 outlines the policy for naming city parks and facilities. In accordance with Resolution 717, the City solicited names from the public via a submittal form on the city's website for Phase 1B of the Gig Harbor Sports Complex.

The city received 24 submissions from the public. City staff provided the parks commission with the list of recommendations along with the meeting materials for their March 5 meeting. At the March meeting, the parks commission had a robust discussion about the merits of the suggested and made the following recommendations to City Council, in order of preference: Canoe (qilbid) Park, Swift Water Park, and Gertie Park.

At the March 13 study session, council chose Gertie Park as the preferred name. At the March 20 study session, council asked the parks commission to reconsider the names that were submitted, with more information provided about Hugh McMillan, Terry Lee and Doris Brown Heritage.

At the April 2 parks commission meeting, the request for reconsideration was brought forward. The majority of the parks commission desired to keep the name Gertie for the park. They amended their recommendation to Galloping Gertie Park at the Gig Harbor Sports Complex, with Canoe Park at the Gig Harbor Sports Complex as their second choice, which references the prominent tribal canoes in the park's playground.

City Council considered Resolution 1332 at their April 14 meeting based on the recommendation from the parks commission. However, upon further discussion, council directed staff to prepare a new resolution naming the park Doris Brown Heritage Park at the Gig Harbor Sports Complex.

Following the April 14 meeting, staff contacted Ms. Heritage to inform her of council's

intent to consider naming the park in her recognition. Ms. Heritage was honored and delighted and asked that the park name reflect her preferred name, Doris Heritage. Resolution 1332 has been amended to reflect her request, as presented.

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**FISCAL CONSIDERATION:** N/A

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**ATTACHMENTS:**

1. Resolution 1332
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**STRATEGIC PLAN PRIORITY:** Strategic Plan Priority 3 - Maintain small town character and historic preservation while growing responsibly

## RESOLUTION 1332

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, NAMING DORIS HERITAGE PARK AT THE GIG HARBOR SPORTS COMPLEX

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**WHEREAS**, the City of Gig Harbor is preparing to open Phase 1B of the Gig Harbor Sports Complex which will include pickle ball courts, bocce ball courts, a playground, covered stage, event lawn, restrooms, and other amenities; and

**WHEREAS**, the city council desires to differentiate the phases of the Sports Complex with individual names; and

**WHEREAS**, the city received 24 name suggestions from the public, which were reviewed by the Gig Harbor Parks Commission in accordance with the naming policy established by Resolution 717; and

**WHEREAS**, two of the name suggestions from the public referred to Doris Heritage, who was raised in the Gig Harbor area and attended Peninsula High School, where she was not allowed to run on the track team because girls were not allowed; and

**WHEREAS**, Ms. Heritage had a great number of accomplishments in running, including five consecutive world cross country championships, being the first woman to run sub-five minute mile indoors, two Olympic appearances, two world records in middle-distance running and was inducted into the National Track and Field Hall of Fame; and

**WHEREAS**, after retiring from competitive running, Ms. Heritage became an accomplished coach at Seattle Pacific University for four decades, while also coaching two Olympic teams, coached ten top-10 cross country teams, had 20 athletes become All-Americans and was the second woman inducted into the U.S. Track & Field and Cross Country Coaches Hall of Fame;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Gig Harbor:

**Section 1.** The city council recommends naming Phase 1B of the Sports Complex “Doris Heritage Park at the Gig Harbor Sports Complex.”

**ADOPTED** by the City Council of the City of Gig Harbor at a regular meeting

thereof, held this 28th day of April, 2025.

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Mary K. Barber  
Mayor

Attest:

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Joshua Stecker, CMC  
City Clerk



**City of Gig Harbor  
City Council Agenda Bill**

**Meeting Date: April 28, 2025**

**SUBJECT:** Public Hearing: First Reading of Ordinance 1540 Relating to the Development of Accessory Dwelling Units

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**SUBMITTED BY:** Senior Planner Jeremy Hammar

**DEPARTMENT:** Community Development

**PHONE:** (253) 853-7606

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**SUGGESTED MOTION:** None.

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**BACKGROUND INFORMATION:** With the passing of HB-1337 (effective date July 23, 2024) changes to Gig Harbor's code are necessary to comply with state law. The city must incorporate the requirements of Sections 3 and 4 of the bill into its zoning regulations, to take effect no later than six months after the recent periodic comprehensive plan update.

Under the current code, the city regulates accessory dwelling units as accessory apartments defined in Chapter 17.04.015 GHMC as: *a residential unit of up to 600 square feet with a functional kitchen, bath, and outside entrance attached to or on the same parcel as a single-family residence in a residential zone. Accessory apartments shall be under the same ownership as the primary residential unit with the owner living on-site in either unit. Accessory apartments shall not be condominiumized or otherwise sold separately.* Accessory apartments are permitted through a conditional use permit in the R-1, RB-1, RB-2, B-2, and C-1 zoning districts, and permitted outright in the RLD, RMD, DB, B-1, PCD-C, WC, PCD-NB, and MUD zoning districts.

The proposed ordinance will establish a new chapter of the Gig Harbor Municipal code specific to ADUs with sections outlining the intent, applicability and general regulations. In addition, corresponding amendments will be made to Chapters 17.04, 17.14, 17.64, and 17.72 to ensure consistency throughout the title 17.

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**FISCAL CONSIDERATION:** N/A

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**ATTACHMENTS:**

1. Ordinance 1540
2. Public Comment

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**STRATEGIC PLAN PRIORITY:** Strategic Plan Priority 3 - Maintain small town character and historic preservation while growing responsibly

## ORDINANCE 1540

### **AN ORDINANCE OF THE CITY OF GIG HARBOR, WASHINGTON, RELATING TO THE DEVELOPMENT OF ACCESSORY DWELLING UNITS; CREATING A NEW CHAPTER 17.69 OF THE GIG HARBOR MUNICIPAL CODE, AMENDING CHAPTERS 17.04, 17.14, AND 17.72, AND REPEALING CHAPTER 17.64.045; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE**

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**WHEREAS**, the City of Gig Harbor is an incorporated city within a fully planning jurisdiction under the Growth Management Act (GMA), per RCW 36.70A.040; and

**WHEREAS**, in 2023, the Washington State Legislature passed Engrossed House Bill (EHB) 1337 requiring certain jurisdictions to permit the development of accessory dwelling units in zones where the jurisdiction permits the construction of single-family homes; and

**WHEREAS**, the City of Gig Harbor is subject to the provisions of EHB 1337 as a fully planning jurisdiction; and

**WHEREAS**, the city must amend its development regulations to permit the development of accessory dwelling units in compliance with ESHB 1042 within six months of adopting periodic amendments to its comprehensive plan; and

**WHEREAS**, the City of Gig Harbor has determined that it must amend Gig Harbor Municipal Code (GHMC) Chapters 17.04, 17.14, 17.72, adopt a new code section in Title 17, and repeal GHMC Section 17.64.045 to permit the development of accessory dwelling units in compliance EHB 1337; and

**WHEREAS**, on March 1, 2024, proposed code amendments were transmitted to the Washington State Department of Commerce for 60-day review as required by RCW 36.70A.106; and

**WHEREAS**, on March 7, 2024, and January 16, 2025, proposed code amendments were discussed at study sessions with the planning commission; and

**WHEREAS**, on November 21, 2024, and March 13, 2025, the proposed code amendments were discussed at the city council study sessions; and

**WHEREAS**, the City of Gig Harbor Planning Commission held an open record public hearing on February 20, 2025. The planning commission made a motion to recommend approval of the proposed code amendments as presented by staff;

**NOW THEREFORE**, the City Council of the City of Gig Harbor, Washington, do ordain as follows:

**Section 1.** Chapter 17.04 of the Gig Harbor Municipal is hereby amended as follows:

~~17.04.015 Accessory apartment.~~

~~“Accessory apartment” means a residential unit of up to 600 square feet with a functional kitchen, bath, and outside entrance attached to or on the same parcel as a single-family residence in a residential zone. Accessory apartments shall be under the same ownership as the primary residential unit with the owner living on-site in either unit. Accessory apartments shall not be condominiumized or otherwise sold separately.~~

17.04.015 Accessory Dwelling Unit.

“Accessory Dwelling Unit” or ADU means a subordinate dwelling unit located on the same lot as a single-family housing unit, duplex, triplex, townhome, or other housing unit.

~~17.04.288 “Duplex dwelling” means a residential structure with two attached dwelling units and is constructed on a permanent foundation.~~ means a building designed exclusively for occupancy by two families living independently of each other. A duplex can share a wall, ceiling/floor or any other shared roof assembly, including breezeways, but cannot have interior openings between dwellings.

~~17.04.289 “Multiple-family dwelling” means a residential building that is designed for or occupied by three or more families living independently of each other in separate but attached dwelling units and is constructed on a permanent foundation.~~ means a building or portion thereof designed to house two or more families living independently of each other and containing two or more dwelling units.

~~17.04.300 Dwelling, single-family “Single-family dwelling” means a residential structure with one dwelling unit that is constructed on a permanent foundation. Single-family dwellings are detached from other single-family dwellings except that accessory apartments may be attached to a single-family dwelling.~~ means a detached residential structure with one dwelling unit containing but one kitchen, designed for and occupied by one family.

~~17.04.301 Dwelling, triplex “Triplex dwelling” means a residential structure with three attached dwelling units and is constructed on a permanent foundation.~~ means a building designed exclusively for occupancy by three families living independently of each other. A Triplex can share a wall, ceiling/floor or any other shared roof assembly, including breezeways, but cannot have interior openings between dwellings.

~~17.04.320 Dwelling unit “Dwelling unit” is one or more rooms with at least one kitchen, that is designed as a unit for occupancy by not more than one family for sleeping and living purposes. Each unit at an assisted living facility or independent living facility shall count as one-third of a dwelling unit (.33) for purposes of calculating density.~~ “Dwelling Unit” means a residential living unit that provides complete, independent living facilities for one or more persons including permanent provisions of living, sleeping, eating, cooking and sanitation.

~~17.04.330 Family “Family” means an individual or individuals domiciled together in one dwelling unit as a single household and which the number of individuals occupying the~~

~~dwelling unit shall not exceed the occupant load of the structure as calculated by the city in accordance with the adopted building code.~~ means one or more persons occupying a dwelling unit, including the joint use of and responsibility for common areas, sharing household activities and responsibilities such as chores, household maintenance, and expenses. Such persons need not be related by blood or marriage.

17.04.431.5 "Kitchen" a place where food is cooked or prepared and contains the facilities and equipment used in preparing and serving food, such as: a gas or electric range or oven (a freestanding burner, warming oven or microwave is not considered a range or oven); a kitchen sink (a bar or hand sink is not considered a kitchen sink); a refrigerator/freezer (an upright refrigerator or freezer that fits under a counter, such as the type often found in offices, is not sufficient for a kitchen in a dwelling); or an electric outlet for 220 voltage and/or plumbing or standpipes for equipment and facilities normally found in a kitchen.

17.04.558 Mixed use development. "Mixed use development" means a building or group of buildings that includes more than one type of use in the same site plan or binding site plan. Mixed use developments may include a combination of uses such as restaurant, retail (sales level 1), office (government administration office, financial institutions, professional services), commercial entertainment and/or residential. "Mixed Use" The development of a contiguous tract of land, a building or a structure with two or more different uses identified on the Land Use matrix specified in Chapter 17.14 GHMC.

17.04.676 "Principal Dwelling Unit" means the single-family housing unit, duplex, triplex, townhome, or other housing unit located on the same lot as an accessory dwelling unit.

**Section 2.** Chapter 17.69 of the Gig Harbor Municipal Code is hereby added to read as follows:

#### 17.69.010 Intent

The purpose of these code provisions for accessory dwelling units (ADUs) is to: (1) provide homeowners with flexibility in establishing separate living quarters within or adjacent to their homes for the purpose of caring for seniors, providing housing for their children or obtaining rental income; (2) increase the range of housing choices and the supply of accessible and affordable housing units within the community; and (3) ensure that the development of accessory dwelling units does not cause unanticipated impacts on the character or stability of neighborhoods

#### 17.69.020 Applicability

The regulations established in this chapter apply to all accessory dwelling units proposed or located within, or detached from legally established dwelling units.

#### 17.69.030 General Regulations

Accessory dwelling units are permitted outright in all residential zones that permit single-family homes and may be developed with new or existing principal dwelling unit. The development standards of the underlying zone and the following siting and performance standards shall apply to all accessory dwelling units as defined by GHMC

17.04.015.

Development standards for accessory dwelling units. An ADU shall comply with the following standards:

- A. Configuration. An ADU may be located either within, attached to, or detached from the Principal Dwelling Unit. Primary Dwelling Units includes single-family housing unit, duplex, triplex, townhome, or other housing unit.
- B. Density. Up to two (2) ADUs may be created in conjunction with each Principal Dwelling Unit. ADUs are exempt from the density requirements of the underlying zone.
- C. Minimum lot size. An ADU may be established on any legally established parcel meeting minimum lot size per building site of the zoning district which the Principal Dwelling Unit is located.
- D. Maximum unit size. The gross floor area, calculated from finished wall to finished wall. ADU shall not exceed 1200 square feet.
- E. Minimum unit size. The gross floor area of an ADU shall not be less than the requirements of the Washington State Building Code.
- F. Setbacks and lot coverage. Additions to existing structures, or the construction of new detached structures, associated with the establishment of an ADU shall not exceed the allowable lot coverage or encroach into required setbacks as prescribed in the underlying zone. The applicable setbacks shall be the same as those prescribed for the primary structure, not those prescribed for accessory structures.
- G. In addition to any off-street spaces required for the primary residence, and except when the property is located within one-half mile of a Major Transit Stop, off-street parking shall be provided for accessory dwelling units pursuant to Chapter 17.72 GHMC
- H. Design and appearance. ADUs that are attached to or detached from existing structures shall conform to the applicable design standards contained in Chapter 17.99 GHMC.
- I. Construction standards. The design and construction of the ADU shall conform to all applicable standards in the building, plumbing, electrical, mechanical, fire, health and any other applicable codes.

**Section 3.** Chapter 17.14 of the Gig Harbor Municipal Code is amended as follows:

**17.14.020 Land use matrix.**

| Uses                      | PI | R-1 | RLD | R-2 | RMD | R-3            | RB-1 | RB-2 | DB              | B-1             | B-2 | C-1 <sup>19</sup> | PCD-C           | ED <sup>18</sup> | WR | WM              | WC | PCD-BP | PCD-NB          | MUD <sup>24</sup> |
|---------------------------|----|-----|-----|-----|-----|----------------|------|------|-----------------|-----------------|-----|-------------------|-----------------|------------------|----|-----------------|----|--------|-----------------|-------------------|
| Dwelling, single-family   | -  | P   | P   | P   | P   | C              | P    | P    | P <sup>31</sup> | P <sup>14</sup> | C   | C                 | P <sup>14</sup> | -                | P  | P               | P  | -      | P <sup>14</sup> | P                 |
| Dwelling, duplex          | -  | -   | -   | P   | P   | P              | -    | P    | P <sup>31</sup> | P <sup>14</sup> | C   | C                 | P <sup>14</sup> | -                | P  | P               | P  | -      | P <sup>14</sup> | P                 |
| Dwelling, triplex         | -  | -   | -   | C   | P   | P              | -    | P    | P <sup>31</sup> | P <sup>14</sup> | C   | C                 | P <sup>14</sup> | -                | -  | C <sup>17</sup> | P  | -      | P <sup>14</sup> | P                 |
| Dwelling, fourplex        | -  | -   | -   | C   | P   | P              | -    | P    | P <sup>31</sup> | P <sup>14</sup> | C   | C                 | P <sup>14</sup> | -                | -  | C <sup>17</sup> | P  | -      | P <sup>14</sup> | P                 |
| Dwelling, multiple-family | -  | -   | -   | -   | P   | P <sup>6</sup> | -    | P    | P <sup>31</sup> | P <sup>14</sup> | C   | C                 | P <sup>14</sup> | -                | -  | -               | -  | -      | P <sup>14</sup> | P                 |

| Uses                             | PI | R-1 | RLD | R-2 | RMD | R-3 | RB-1 | RB-2 | DB              | B-1             | B-2 | C-1 <sup>19</sup> | PCD-C           | ED <sup>18</sup> | WR | WM | WC | PCD-BP | PCD-NB          | MUD <sup>24</sup> |
|----------------------------------|----|-----|-----|-----|-----|-----|------|------|-----------------|-----------------|-----|-------------------|-----------------|------------------|----|----|----|--------|-----------------|-------------------|
| Accessory apartment <sup>1</sup> | -  | C   | P   | -   | P   | -   | C    | C    | P <sup>34</sup> | P <sup>14</sup> | C   | C                 | P <sup>14</sup> | -                | -  | -  | P  | -      | P <sup>14</sup> | P                 |
| <u>Accessory Dwelling Unit</u>   |    | P   | P   | P   | P   | P   | P    | P    | P               | P               | P   | P                 | P               |                  | P  | P  | P  |        | P               | P                 |
| Family day care provider         | -  | P   | P   | P   | P   | P   | P    | P    | C               | P               | P   | P                 | P               | -                | P  | P  | P  | -      | P               | P                 |
| Home occupation <sup>2</sup>     | -  | P   | P   | P   | P   | P   | P    | P    | C               | P               | -   | C                 | -               | -                | P  | P  | P  | -      | -               | -                 |
| Adult family home                | -  | P   | P   | P   | P   | P   | P    | P    | C               | P               | P   | P                 | P               | -                | P  | P  | P  | -      | P               | P                 |
| Living facility, independent     | -  | -   | -   | C   | -   | P   | C    | C    | C               | P               | C   | C                 | P               | C <sup>21</sup>  | -  | -  | -  | -      | -               | P                 |
| Living facility, assisted        | -  | -   | -   | C   | -   | P   | C    | C    | C               | P               | -   | C                 | P               | C                | -  | -  | -  | -      | -               | P                 |
| Nursing facility, skilled        | -  | -   | -   | C   | -   | P   | C    | C    | C               | P               | C   | C                 | P               | C                | -  | -  | -  | -      | -               | P                 |
| Hospital                         | -  | -   | -   | -   | -   | -   | -    | -    | C               | -               | C   | C                 | -               | C                | -  | -  | -  | C      | -               | -                 |
| School, primary                  | P  | C   | P   | C   | P   | C   | C    | C    | C               | P               | C   | C                 | P               | -                | -  | -  | -  | P      | -               | -                 |
| School, secondary                | P  | C   | P   | C   | P   | C   | C    | C    | C               | P               | C   | C                 | P               | -                | -  | -  | -  | P      | -               | -                 |
| School, higher educational       | P  | C   | -   | C   | -   | C   | C    | C    | C               | P               | C   | C                 | P               | -                | -  | -  | -  | P      | -               | -                 |
| School, vocational/trade         | P  | C   | -   | C   | -   | C   | C    | C    | C               | P               | C   | C                 | P               | P                | -  | -  | -  | P      | -               | -                 |
| Government administrative office | P  | C   | P   | C   | P   | C   | C    | P    | P               | P               | P   | P                 | P               | P                | C  | P  | P  | P      | P               | P                 |

| Uses                                            | PI | R-1             | RLD             | R-2             | RMD             | R-3             | RB-1            | RB-2            | DB | B-1 | B-2 | C-1 <sup>19</sup> | PCD-C | ED <sup>18</sup> | WR              | WM              | WC | PCD-BP | PCD-NB | MUD <sup>24</sup> |
|-------------------------------------------------|----|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|----|-----|-----|-------------------|-------|------------------|-----------------|-----------------|----|--------|--------|-------------------|
| Public/private services                         | P  | C               | -               | C               | -               | C               | C               | C               | C  | P   | C   | C                 | P     | C                | C               | C               | C  | P      | P      | P                 |
| Religious worship, house of                     | -  | C               | P <sup>5</sup>  | C               | P <sup>5</sup>  | C               | C               | C               | C  | P   | C   | C                 | P     | C                | -               | -               | -  | C      | -      | P/C <sup>15</sup> |
| Museum                                          | P  | -               | -               | -               | -               | -               | -               | -               | -  | -   | C   | C                 | P     | -                | C               | C               | P  | -      | -      | -                 |
| Community recreation hall                       | P  | -               | P               | C               | P               | C               | C               | C               | C  | P   | C   | C                 | P     | -                | -               | -               | C  | P      | P      | -                 |
| Clubs                                           | -  | -               | C               | C               | C               | C               | C               | C               | P  | P   | P   | P                 | P     | C                | -               | C <sup>20</sup> | P  | P      | C      | -                 |
| Parks                                           | P  | P               | P               | P               | P               | P               | P               | P               | P  | P   | C   | C                 | P     | -                | P               | P               | P  | P      | P      | P                 |
| Essential public facilities                     | C  | -               | -               | -               | -               | -               | -               | -               | -  | -   | -   | -                 | -     | -                | -               | -               | -  | -      | -      | -                 |
| Utilities                                       | P  | C               | P               | C               | P               | C               | C               | C               | C  | P   | C   | C                 | P     | C                | C               | C               | C  | P      | P      | P                 |
| Electric vehicle charging station <sup>25</sup> | P  | P <sup>26</sup> | P <sup>26</sup> | P <sup>26</sup> | P <sup>26</sup> | P <sup>26</sup> | P <sup>26</sup> | P               | P  | P   | P   | P                 | P     | P                | P <sup>26</sup> | P <sup>26</sup> | P  | P      | P      | P                 |
| Rapid charging station <sup>27</sup>            | P  | -               | -               | -               | P <sup>28</sup> | P <sup>28</sup> | -               | P <sup>28</sup> | P  | P   | P   | P                 | P     | P                | -               | -               | P  | P      | P      | P <sup>28</sup>   |
| Battery exchange station                        | -  | -               | -               | -               | -               | -               | -               | -               | P  | -   | P   | P                 | P     | C                | -               | -               | -  | C      | P      | -                 |
| Cemetery                                        | -  | -               | -               | C               | -               | -               | -               | -               | -  | -   | -   | -                 | -     | -                | -               | -               | -  | -      | -      | -                 |
| Lodging, level 1                                | -  | C               | -               | C               | -               | P               | P               | P               | P  | P   | C   | C                 | -     | -                | C               | C               | C  | -      | -      | P                 |
| Lodging, level 2                                | -  | -               | -               | -               | -               | -               | -               | C               | P  | -   | P   | P                 | P     | -                | -               | -               | C  | -      | -      | P                 |
| Lodging, level 3                                | -  | -               | -               | -               | -               | -               | -               | C               | P  | -   | P   | P                 | P     | -                | -               | -               | C  | P      | -      | P                 |

| Uses                            | PI | R-1 | RLD | R-2 | RMD | R-3 | RB-1             | RB-2 | DB | B-1 | B-2             | C-1 <sup>19</sup> | PCD-C | ED <sup>18</sup> | WR | WM | WC | PCD-BP          | PCD-NB          | MUD <sup>24</sup> |
|---------------------------------|----|-----|-----|-----|-----|-----|------------------|------|----|-----|-----------------|-------------------|-------|------------------|----|----|----|-----------------|-----------------|-------------------|
| Short-term rental <sup>32</sup> | -  | P   | P   | P   | P   | P   | P                | P    | P  | P   | P               | P                 | P     | -                | P  | P  | P  | -               | P               | P                 |
| Personal services               | -  | -   | -   | -   | -   | -   | P                | P    | P  | P   | P               | P                 | P     | P                | -  | P  | P  | P               | P               | P                 |
| Business services               | -  | -   | -   | -   | -   | -   | P                | P    | P  | P   | P               | P                 | P     | P                | -  | P  | P  | P               | P               | P                 |
| Professional services           | -  | -   | -   | -   | -   | -   | P                | P    | P  | -   | P               | P                 | P     | P                | -  | P  | P  | P               | P               | P                 |
| Ancillary services              | P  | -   | -   | -   | -   | -   | P                | P    | P  | P   | P               | P                 | P     | P                | -  | P  | P  | P               | P               | P                 |
| Product services, level 1       | -  | -   | -   | -   | -   | -   | P                | P    | P  | P   | P               | P                 | P     | P                | -  | P  | P  | P               | P               | P                 |
| Product services, level 2       | -  | -   | -   | -   | -   | -   | -                | -    | -  | -   | -               | P                 | P     | P                | -  | -  | -  | -               | -               | P <sup>16</sup>   |
| Sales, level 1                  | -  | -   | -   | -   | -   | -   | C <sup>7,8</sup> | -    | P  | P   | P               | P                 | P     | C <sup>22</sup>  | -  | -  | P  | C <sup>23</sup> | P <sup>13</sup> | P                 |
| Sales, level 2                  | -  | -   | -   | -   | -   | -   | -                | -    | -  | -   | -               | P                 | -     | C <sup>22</sup>  | -  | -  | -  | -               | -               | -                 |
| Sales, level 3                  | -  | -   | -   | -   | -   | -   | -                | -    | -  | -   | -               | P                 | -     | C                | -  | -  | -  | -               | -               | -                 |
| Sales, ancillary                | -  | -   | -   | -   | -   | -   | P                | P    | P  | -   | P               | P                 | P     | P                | -  | -  | P  | P               | -               | -                 |
| Commercial child care           | -  | -   | C   | -   | C   | -   | C                | C    | C  | -   | -               | P                 | -     | C                | -  | -  | -  | C               | -               | -                 |
| Recreation, indoor commercial   | -  | -   | -   | -   | -   | -   | C                | C    | P  | -   | P               | P                 | P     | C                | -  | -  | -  | C               | -               | P                 |
| Recreation, outdoor             | -  | -   | -   | -   | -   | -   | C                | C    | C  | -   | P <sup>10</sup> | P                 | P     | C                | -  | -  | -  | C               | -               | P                 |

| Uses                                      | PI | R-1 | RLD | R-2 | RMD | R-3 | RB-1           | RB-2 | DB             | B-1 | B-2 | C-1 <sup>19</sup> | PCD-C | ED <sup>18</sup> | WR | WM              | WC | PCD-BP          | PCD-NB | MUD <sup>24</sup> |
|-------------------------------------------|----|-----|-----|-----|-----|-----|----------------|------|----------------|-----|-----|-------------------|-------|------------------|----|-----------------|----|-----------------|--------|-------------------|
| commercial                                |    |     |     |     |     |     |                |      |                |     |     |                   |       |                  |    |                 |    |                 |        |                   |
| Entertainment, commercial                 | -  | -   | -   | -   | -   | -   | -              | -    | P              | -   | P   | P                 | P     | -                | -  | -               | -  | C               | -      | P                 |
| Automotive fuel-dispensing facility       | -  | -   | -   | -   | -   | -   | -              | -    | P              | -   | P   | P                 | P     | C                | -  | -               | -  | C               | P      | -                 |
| Vehicle wash                              | -  | -   | -   | -   | -   | -   | -              | -    | -              | -   | P   | P                 | P     | -                | -  | -               | -  | -               | -      | -                 |
| Parking lot, commercial                   | -  | -   | -   | -   | -   | C   | -              | -    | -              | -   | -   | -                 | -     | -                | -  | -               | -  | -               | -      | -                 |
| Animal clinic                             | -  | -   | -   | -   | -   | -   | -              | -    | P <sup>9</sup> | -   | P   | P                 | -     | P                | -  | -               | -  | P               | -      | P                 |
| Kennel                                    | -  | -   | -   | -   | -   | -   | -              | -    | -              | -   | -   | P                 | -     | -                | -  | -               | -  | -               | -      | -                 |
| Adult entertainment facility <sup>3</sup> | -  | -   | -   | -   | -   | -   | -              | -    | -              | -   | P   | P                 | -     | -                | -  | -               | -  | -               | -      | -                 |
| Restaurant 1                              | -  | -   | -   | -   | -   | -   | C <sup>8</sup> | P    | P              | P   | P   | P                 | P     | P                | -  | C <sup>12</sup> | P  | P               | P      | P                 |
| Restaurant 2                              | -  | -   | -   | -   | -   | -   | -              | -    | P              | -   | P   | P                 | P     | C <sup>22</sup>  | -  | C <sup>29</sup> | P  | C <sup>23</sup> | P      | P                 |
| Restaurant 3                              | -  | -   | -   | -   | -   | -   | -              | -    | P              | -   | P   | P                 | P     | C <sup>22</sup>  | -  | C <sup>29</sup> | P  | C <sup>23</sup> | P      | P                 |
| Food truck <sup>30</sup>                  | -  | -   | -   | -   | -   | -   | -              | P    | P              | -   | P   | P                 | P     | P                | -  | -               | P  | P               | P      | P                 |
| Tavern                                    | -  | -   | -   | -   | -   | -   | -              | -    | C              | -   | P   | P                 | P     | -                | -  | -               | P  | -               | -      | -                 |
| Drive-through facility                    | -  | -   | -   | -   | -   | -   | -              | -    | C              | -   | C   | C                 | P     | -                | -  | -               | -  | -               | -      | -                 |
| Marina                                    | -  | -   | -   | -   | -   | -   | -              | -    | -              | -   | -   | P                 | -     | -                | -  | P               | P  | -               | -      | -                 |
| Marine sales and service                  | -  | -   | -   | -   | -   | -   | -              | -    | -              | -   | -   | P                 | -     | -                | -  | P               | P  | -               | -      | -                 |

| Uses                                         | PI       | R-1      | RLD      | R-2      | RMD      | R-3      | RB-1     | RB-2     | DB       | B-1      | B-2      | C-1 <sup>19</sup> | PCD-C    | ED <sup>18</sup> | WR       | WM              | WC       | PCD-BP   | PCD-NB   | MUD <sup>24</sup> |
|----------------------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-------------------|----------|------------------|----------|-----------------|----------|----------|----------|-------------------|
| Marine boat sales, level 1                   | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | P        | P                 | -        | P                | -        | P               | P        | -        | -        | -                 |
| Marine boat sales, level 2                   | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | P                 | -        | C <sup>22</sup>  | -        | P               | P        | -        | -        | -                 |
| Ministorage                                  | -        | -        | -        | -        | -        | -        | -        | C        | -        | -        | C        | C                 | P        | C                | -        | -               | -        | -        | -        | P                 |
| Industrial, level 1                          | -        | -        | -        | -        | -        | -        | -        | C        | C        | -        | C        | P                 | -        | P                | -        | -               | -        | C        | -        | P                 |
| Industrial, level 2                          | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | P                 | -        | P                | -        | -               | -        | -        | -        | -                 |
| Marine industrial                            | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | P                 | -        | C                | -        | P <sup>11</sup> | C        | -        | -        | -                 |
| Wireless communication facility <sup>4</sup> | C        | C        | C        | C        | C        | C        | P        | P        | C        | P        | C        | P                 | P        | P                | C        | C               | C        | P        | P        | -                 |
| Accessory uses and structures                | P        | P        | P        | P        | P        | P        | P        | P        | P        | P        | P        | P                 | P        | P                | P        | P               | P        | P        | P        | P                 |
| Unclassified use                             | <u>C</u> | <u>C</u> | <u>C</u> | <u>C</u> | <u>C</u> | <u>C</u> | <u>C</u> | <u>C</u> | <u>C</u> | <u>C</u> | <u>C</u> | <u>C</u>          | <u>C</u> | <u>C</u>         | <u>C</u> | <u>C</u>        | <u>C</u> | <u>C</u> | <u>C</u> | <u>C</u>          |

~~1 Accessory apartments requiring conditional use permits are subject to the criteria in GHMC 17.64.045.~~

**2** Home occupations are subject to Chapter 17.84 GHMC.

**3** Adult entertainment facilities are subject to Chapter 17.58 GHMC.

**4** Wireless communication facilities are subject to Chapter 17.61 GHMC.

**5** Houses of religious worship shall be limited to parcels not greater than five acres.

**6** Multiple-family dwellings shall be limited to no more than eight attached dwellings per structure in the R-3 district.

**7** Sales, level 1 uses shall be limited to food stores in the RB-1 district.

**8** See GHMC 17.28.090(G) for specific performance standards of restaurant 1 and food store uses in the RB-1 zone.

**9** Animal clinics shall have all activities conducted indoors in the DB district.

**10** Drive-in theaters are not permitted in the B-2 district.

**11** Marine industrial uses in the WM district shall be limited to commercial fishing operations and boat construction shall not exceed one boat per calendar year.

- 12** Coffeehouse-type restaurant 1 uses shall not exceed 1,000 square feet in total size in the WM district.
- 13** Sales, level 1 uses shall be limited to less than 7,500 square feet per business in the PCD-NB district.
- 14** Residential uses shall be located above a permitted business or commercial use.
- 15** Houses of religious worship on parcels not greater than 10 acres are permitted uses in the MUD district; houses of religious worship on parcels greater than 10 acres are conditionally permitted uses in the MUD district.
- 16** Auto repair and boat repair uses shall be conducted within an enclosed building or shall be in a location not visible from public right-of-way and adjacent properties.
- 17** Only one triplex dwelling or one fourplex dwelling is conditionally permitted per lot in the WM district.
- 18** Planned unit developments (PUDs) are conditionally permitted in the ED district.
- 19** Junkyards, auto wrecking yards and garbage dumps are not allowed in the C-1 district.
- 20** Clubs in the WM zone shall not serve alcoholic beverages and shall not operate a grill or deep-fat fryer.
- 21** Independent living facilities are conditionally allowed in the ED zone only when in combination with assisted living facilities, skilled nursing facilities or hospitals in the same site plan or binding site plan.
- 22** See GHMC 17.45.040 for specific performance standards of sales and restaurant uses in the ED zone.
- 23** See GHMC 17.54.030 for specific performance standards of sales and restaurant uses in the PCD-BP zone.
- 24** Permitted and conditional uses in the MUD district overlay are subject to the minimum parcel size and location requirements contained in GHMC 17.91.040(A).
- 25** Level 1 and Level 2 charging only.
- 26** Electric vehicle charging stations, Level 1 and Level 2 only, are allowed only as accessory to a principal outright permitted or principal permitted conditional use.
- 27** The term “rapid” is used interchangeably with Level 3 and “fast charging.”
- 28** Only “electric vehicle charging stations – restricted” as defined in Chapter 17.73 GHMC.
- 29** Only those properties lying adjacent to or southeast of Dorotich Street are allowed to request a conditional use permit for a restaurant 2 or restaurant 3 use. In other areas of WM zone, restaurant 2 and restaurant 3 uses are prohibited. See Chapter 17.48 GHMC for specific performance standards for restaurant uses in the WM zone.
- 30** Food truck permits shall be processed with a special use permit, per Chapter 17.65 GHMC.
- 31** Permitted above and below street-level nonresidential uses.
- 32** Short-term rentals are subject to Chapter 17.85 GHMC.

**Section 4.** 17.64.045 of the Gig Harbor Municipal Code is hereby repealed.

**Section 5.** Chapter 17.72 of the Gig Harbor Municipal Code is amended as follows:

**17.72.030 Number of off-street parking spaces.**

The following is the number of off-street parking spaces required for each of the uses identified below:

| <b>Use</b>                                          | <b>Required Parking</b>                                                                                                                                                                                 |
|-----------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Dwelling, single-family                             | Two off-street parking spaces per dwelling unit. <sup>3</sup>                                                                                                                                           |
| Dwelling, duplex                                    | Two off-street parking spaces per dwelling unit. <sup>3</sup>                                                                                                                                           |
| Dwelling, triplex                                   | One off-street parking space for each studio unit, 1.5 off-street parking spaces for each one-bedroom unit, and two off-street parking spaces for units with two or more bedrooms. <sup>3</sup>         |
| Dwelling, fourplex                                  | One off-street parking space for each studio unit, 1.5 off-street parking spaces for each one-bedroom unit, and two off-street parking spaces for units with two or more bedrooms. <sup>3</sup>         |
| Dwelling, multiple-family                           | One off-street parking space for each studio unit, 1.5 off-street parking spaces for each one-bedroom unit, and two off-street parking spaces for units with two or more bedrooms. <sup>3</sup>         |
| Accessory <del>apartment</del> <u>dwelling unit</u> | One off-street parking space per accessory <del>apartment</del> <u>dwelling unit</u> in addition to parking required for primary dwelling unit.                                                         |
| Family day care provider                            | Two off-street parking spaces.                                                                                                                                                                          |
| Home occupation                                     | One off-street parking space in addition to parking required for any other use; two parking spaces shall be required if the occupation requires customers or clients to visit the premises at any time. |

| Use                         | Required Parking                                                                                                                                                                                                                                        |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Adult family home           | Two off-street parking spaces.                                                                                                                                                                                                                          |
| Independent living facility | One off-street parking space for every four beds based on maximum capacity as determined by the International Building Code. <sup>1</sup>                                                                                                               |
| Assisted living facility    | One off-street parking space for every four beds based on maximum capacity as determined by the International Building Code. <sup>1</sup>                                                                                                               |
| Skilled nursing facility    | One off-street parking space for every four beds based on maximum capacity as determined by the International Building Code. <sup>1</sup>                                                                                                               |
| Hospital                    | One off-street parking space for every two beds based on maximum capacity as determined by the International Building Code.                                                                                                                             |
| School, primary             | One off-street parking space for every five seats in the main auditorium or assembly room.                                                                                                                                                              |
| School, secondary           | One off-street parking space for every four seats in the main auditorium or assembly room, or three off-street parking spaces for every classroom plus one additional off-street parking space for each staff member or employee, whichever is greater. |
| School, higher educational  | One off-street parking space for every possible four seats in the classrooms based on maximum capacity as determined by the International Building Code.                                                                                                |
| School,                     | One off-street parking space for every possible four seats in the                                                                                                                                                                                       |

| Use                              | Required Parking                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| vocational/trade                 | classrooms based on maximum capacity as determined by the International Building Code.                                                                                                                                                                                                                                                                                                                                                             |
| Government administrative office | One off-street parking space for every 300 square feet of gross floor area.                                                                                                                                                                                                                                                                                                                                                                        |
| Public/private services          | For libraries: One off-street parking space for every 1,000 square feet of gross floor area; for police stations and fire stations: one off-street parking space for every 300 square feet of gross floor area; for maintenance and storage facilities: one off-street parking space for every 1,000 square feet of gross floor area.                                                                                                              |
| Religious worship, house of      | One off-street parking space for every four fixed seats in the facility's largest assembly area. For a fixed seat configuration consisting of pews or benches, the seating capacity shall be computed upon not less than 18 linear inches of pew or bench length per seat. For a flexible configuration consisting of moveable chairs, each seven square feet of the gross floor area to be occupied by such chairs shall be considered as a seat. |
| Museum                           | One off-street parking space for every 1,000 square feet of gross floor area.                                                                                                                                                                                                                                                                                                                                                                      |
| Community recreation hall        | One off-street parking space for every possible four seats in the auditorium(s) and assembly room(s) based on maximum capacity as determined by the International Building Code.                                                                                                                                                                                                                                                                   |
| Clubs                            | One off-street parking space for each four persons of the building's maximum seating capacity as determined by the International Building Code.                                                                                                                                                                                                                                                                                                    |

| Use                         | Required Parking                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Parks                       | Director shall determine the standards to be applied for parking using as a guide the uses listed in this section that most closely resemble the uses proposed.                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Essential public facilities | Parking required as per underlying use.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Utilities                   | Director shall determine the standards to be applied for parking using as a guide the uses listed in this section that most closely resemble the use proposed.                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Cemetery                    | Off-street parking spaces are required for only office, chapel and indoor assembly areas. For office space: one off-street parking space for every 300 square feet of gross floor area. For chapel and indoor assembly areas: one off-street parking space for every four fixed seats. For a fixed seat configuration consisting of pews or benches, the seating capacity shall be computed upon 18 linear inches of pew or bench length per seat. For a flexible configuration consisting of moveable chairs, each seven square feet of the gross floor area to be occupied by such chairs shall be considered as a seat. |
| Lodging, level 1            | One and one-quarter off-street parking spaces for each room to rent in addition to two off-street parking spaces for the single-family residence.                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Lodging, level 2            | One and one-quarter off-street parking spaces for each room to rent.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Lodging, level 3            | One and one-quarter off-street parking spaces for each room to rent.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

| <b>Use</b>                | <b>Required Parking</b>                                                                                                                                                                                                       |
|---------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Personal services         | One off-street parking space for every 300 square feet of gross floor area.                                                                                                                                                   |
| Business services         | One off-street parking space for every 300 square feet of gross floor area.                                                                                                                                                   |
| Professional services     | One off-street parking space for every 300 square feet of gross floor area except for medical and dental offices. For medical and dental offices, one off-street parking space for every 250 square feet of gross floor area. |
| Ancillary services        | One off-street parking space for every 300 square feet of gross floor area.                                                                                                                                                   |
| Product services, level 1 | One off-street parking space for every 300 square feet of gross floor area.                                                                                                                                                   |
| Product services, level 2 | One off-street parking space for every 400 square feet of gross floor area, except for auto repair. For auto repair, four off-street parking spaces for each service bay.                                                     |
| Sales, level 1            | One off-street parking space for every 300 square feet of gross floor area.                                                                                                                                                   |
| Sales, level 2            | One off-street parking space for every 400 square feet of gross floor area.                                                                                                                                                   |
| Sales, level 3            | One off-street parking space for every 400 square feet of gross floor area.                                                                                                                                                   |

| Use                                 | Required Parking                                                                                                                                                                                                                                                                                                                                                                                                   |
|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Ancillary sales                     | One off-street parking space for every 300 square feet of gross floor area.                                                                                                                                                                                                                                                                                                                                        |
| Commercial child care               | One off-street parking space for every five possible seats in the main auditorium or assembly rooms.                                                                                                                                                                                                                                                                                                               |
| Commercial recreation, indoor       | One off-street parking space for every possible four seats in the auditoriums and assembly rooms based on maximum capacity as determined by the International Building Code; for bowling alleys, five off-street parking spaces for each alley.                                                                                                                                                                    |
| Commercial recreation, outdoor      | Director shall determine the standards to be applied for parking using as a guide the uses listed in this section that most closely resemble the uses proposed.                                                                                                                                                                                                                                                    |
| Commercial entertainment            | One off-street parking space for every possible four seats in the auditorium(s) and assembly room(s) based on maximum capacity as determined by the International Building Code.                                                                                                                                                                                                                                   |
| Automotive fuel-dispensing facility | One off-street parking space for every two fuel pumps, if service bays are not provided. If service bays are provided, four off-street parking spaces for each service bay.                                                                                                                                                                                                                                        |
| Vehicle wash                        | Two off-street parking spaces per service bay plus one space for every two employees. In addition, a stacking lane or lanes capable of accommodating a minimum of 10 percent of the projected maximum hourly throughput of vehicles for the vehicle wash shall be provided near the entrance to the wash bay(s). One car length within the stacking lane shall be equal to the length of a standard parking space. |

| Use                          | Required Parking                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Commercial parking lot       | None required.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Animal clinic                | One off-street parking space for every 250 square feet of gross floor area.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Kennel                       | One off-street parking space for every 300 square feet of gross floor area.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Adult entertainment facility | Parking required as per underlying use.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Restaurant 1                 | <p>One off-street parking space for every three seats based on a seating plan submitted to the planning director showing a reasonable seating capacity for the dining area. If, at a later date, the business desires to add more seating than shown on the seating plan, additional off-street parking will be required at one off-street parking space for every three additional seats.</p> <p>Concurrency review under Chapter 19.10 GHMC may also be required if the additional seats generate any new p.m. peak-hour trips, require additional sewer capacity, or increase water consumption.</p> |
| Restaurant 2                 | <p>One off-street parking space for every three seats based on a seating plan submitted to the planning director showing a reasonable seating capacity for the dining area. If, at a later date, the business desires to add more seating than shown on the seating plan, additional off-street parking will be required at one off-street parking space for every three additional seats.</p> <p>Concurrency review under Chapter 19.10 GHMC may also be required if the additional seats generate any new p.m. peak-hour</p>                                                                          |

| Use                    | Required Parking                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                        | trips, require additional sewer capacity, or increase water consumption.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Restaurant 3           | <p>One off-street parking space for every three seats based on a seating plan submitted to the planning director showing a reasonable seating capacity for the dining area. If, at a later date, the business desires to add more seating than shown on the seating plan, additional off-street parking will be required at one off-street parking space for every three additional seats.</p> <p>Concurrency review under Chapter 19.10 GHMC may also be required if the additional seats generate any new p.m. peak-hour trips, require additional sewer capacity, or increase water consumption.</p> |
| Tavern                 | <p>One off-street parking space for every three seats based on a seating plan submitted to the planning director showing a reasonable seating capacity for the dining area. If, at a later date, the business desires to add more seating than shown on the seating plan, additional off-street parking will be required at one off-street parking space for every three additional seats.</p> <p>Concurrency review under Chapter 19.10 GHMC may also be required if the additional seats generate any new p.m. peak-hour trips, require additional sewer capacity, or increase water consumption.</p> |
| Drive-through facility | <p>One off-street space for every two employees assigned to the drive-through service area. In addition, a stacking lane or lanes capable of accommodating a minimum of 10 percent of the projected maximum hourly throughput of vehicles for the drive-through facility shall be provided near the drive-through service area. One car length within the stacking lane shall be equal to the</p>                                                                                                                                                                                                       |

| Use                        | Required Parking                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                            | length of a standard parking space.                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Marina                     | For moorages/slips less than 45 feet, one off-street parking space for every two berths; for moorages/slips 45 feet or longer, one space for every berth. All moorage facilities shall provide a minimum of two parking spaces. If a commercial or residential development is to be combined with a watercraft usage requiring parking, the usage which generates the larger number of spaces shall satisfy the requirements of the other usage. <sup>2</sup> |
| Marine sales and service   | One off-street parking space for every 300 square feet of gross floor area except for boat sales and repair. For boat sales and repair, one off-street parking space for every 400 square feet of gross floor area.                                                                                                                                                                                                                                           |
| Marine boat sales, level 1 | One off-street parking space for every 300 square feet of gross floor area.                                                                                                                                                                                                                                                                                                                                                                                   |
| Marine boat sales, level 2 | One off-street parking space for every 400 square feet of gross floor area.                                                                                                                                                                                                                                                                                                                                                                                   |
| Ministorage                | Two off-street parking spaces located near the office. Parking for loading and unloading purposes is allowed in front of individual storage units unless prohibited by the fire marshal.                                                                                                                                                                                                                                                                      |
| Industrial, level 1        | One off-street parking space for every 1,000 square feet of gross floor area.                                                                                                                                                                                                                                                                                                                                                                                 |
| Industrial, level 2        | One off-street parking space for every 1,000 square feet of gross floor area, except for moving companies and distribution facilities. For moving companies and distribution facilities, one off-street                                                                                                                                                                                                                                                       |

| Use                             | Required Parking                                                                |
|---------------------------------|---------------------------------------------------------------------------------|
|                                 | parking space for each vehicle in use, at any time, in the conduct of business. |
| Marine industrial               | One off-street parking space for every 1,000 square feet of gross floor area.   |
| Wireless communication facility | None required.                                                                  |
| Accessory uses and structures   | Parking required as per underlying use.                                         |

For any other use not specifically mentioned or provided for, the director shall determine the standards to be applied for parking using as a guide the uses listed above that most closely resemble the uses proposed.

In instances when the calculation of the required off-street parking spaces for new or modified uses results in a fractional parking space, the number of parking spaces required shall be rounded up to the nearest whole number.

**1** If the facility or home is used exclusively for the housing of the elderly, disabled or handicapped, the decisionmaker may allow a portion of the area required for off-street parking to be reserved as a landscaped area if the decisionmaker finds that the required off-street parking is not immediately required and is in the best interest of the neighborhood.

**2** See GHMC 17.48.070 for additional requirements for parking and loading facilities in the WM district.

**3** Guest parking shall be provided for all residential developments with 10 or more dwelling units or lots as follows:

- a. The minimum number of spaces shall be one guest parking space for every four dwelling units, with fractions rounded to the next highest number.
- b. Guest parking may be located:
  - i. In a parking lot accessed by a public roadway, but not located more than 500 feet from the dwelling(s) it is intended to serve; and/or

- ii. In a central location within the subdivision as practical and may also serve as parking for active or passive outdoor amenities; and/or
- iii. Provided as on-street parking; and/or
- iv. In a location deemed appropriate by the planning director.
- c. Unless the parking is located on dedicated public right-of-way, the guest parking spaces shall be owned and maintained by the homeowners' association.
- d. Off-street parking must comply with the off-street parking design standards pursuant to GHMC 17.72.020.

**Section 6. Severability.** If any section, sentence, clause, or phrase of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this ordinance.

**Section 7. Correction of Errors.** The city clerk and codifiers of the ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

**Section 8. Effective Date.** This ordinance shall take effect and be in full force five (5) days after passage and publication of an approved summary consisting of the title.

**ADOPTED** by the Council of the City of Gig Harbor at a regular meeting thereof, held this 12<sup>th</sup> day of May, 2025.

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Mary Barber  
Mayor

Approved as to form:

Attest:

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Daniel Kenny  
City Attorney

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Joshua Stecker, CMC  
City Clerk

**April 21, 2025**

**To: Gig Harbor City Council and Staff** [C/O City Clerk <cityclerk@gigharborwa.gov>](mailto:cityclerk@gigharborwa.gov)

**From: Wade Perrow** [wade.perrow@gmail.com](mailto:wade.perrow@gmail.com)

**Subject: Community Comment regard Ordinance 1540 Relating to the Development of Accessory Dwelling Units**

Thank you for the opportunity to comment on the proposed changes to the City Zoning Code. After reviewing Ordinance 1540, I have a few questions that I hope staff can clarify before the ordinance reviewed by Council for adoption on April 28, 2025.

For ease of reference, I have attached a copy of the proposed Ordinance 1540 with highlights and notes in four (4) sections. These sections include wording that, as a member of the Gig Harbor community, I find unclear. My hope is that these areas can be clarified prior to adoption.

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**Request for Clarity #1 – Section 17.04.320 (Dwelling Unit)**

This section includes the term “residential living unit,” which is not defined anywhere in the Zoning Code. Without a clear definition, implementation challenges may arise.

To avoid ambiguity, I recommend including a definition for “residential living unit” in the Zoning Code. My assumption is that elements such as covered porches, breezeways, carports, garages, or storage/workshop areas are **not** intended to be part of a “residential living unit.” However, without a definition, this remains open to interpretation.

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**Request for Clarity #2 – Section 17.69.010 (Intent)**

This section suggests that accessory dwelling units (ADUs) are permitted outright in all residential zones that allow single-family homes. The Land Use Matrix shows something different.

In the amended Land Use Matrix in Section 17.14.020, there appear to be three zoning designations where ADUs are only conditionally allowed—not permitted outright. To prevent confusion, I recommend that the Land Use Matrix also be clearly referenced in the intent of Section 17.69.010.

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**Request for Clarity #3 – Section 17.69.010 (Intent, Subsection D – Maximum Unit Size)**

This section states: “The gross floor area, calculated from finished wall to finished wall. ADU shall not exceed 1,200 square feet.” The issue is what is to be included and not included in Dwelling Unit or Residential Living Unit area calculation.

Clarifying what exactly is to be measured would help avoid confusion. As mentioned in Request for Clarity #1, a clearer understanding of what elements are to be included in the measurement would help ensure consistent interpretation. Adding a definition for “residential living unit” (or a similar term) would provide much-needed clarity in reading the zoning code.

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#### **Request for Clarity #4 – Section 17.14.020 (Land Use Matrix)**

A new zoning use category titled “**Unclassified Use**” is being added to the Land Use Matrix, however, there is no explanation provided for this zoning code change that seems unrelated to ADU use.

Since the current Zoning Code (Title 17) does not include a definition for “Unclassified Use,” it only seems correct to include one. In addition, there seems like this change has nothing to do with ADU. It could be argued the proposed addition of “Unclassified Use” may not have been properly noticed. Furthermore, it is unclear what types of uses this category is intended to encompass. Additional detail or a definition would help community members better understand the purpose and scope of this category.

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Thank you again for considering community feedback. I appreciate your efforts to ensure the City’s zoning regulations are clear and accessible to all.

*There are several items in the “Draft” Ordinance 1540 which I am unclear on and would like to better understand, before it is made into law.*

*There are four (4) **Request for Clarification** highlighted in Ordinance 1540 text below. My cover memo goes into more detail and reasoning for my comments. I hope these four (4) Request for Clarifications items will be reviewed by staff to see if there are recommendations to address clarity, to avoid uncertainty Wade Perrow 4.21.25*

## **ORDINANCE 1540**

### **AN ORDINANCE OF THE CITY OF GIG HARBOR, WASHINGTON, RELATING TO THE DEVELOPMENT OF ACCESSORY DWELLING UNITS; CREATING A NEW CHAPTER 17.69 OF THE GIG HARBOR MUNICIPAL CODE, AMENDING CHAPTERS 17.04, 17.14, AND 17.72, AND REPEALING CHAPTER 17.64.045; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE**

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**WHEREAS**, the City of Gig Harbor is an incorporated city within a fully planning jurisdiction under the Growth Management Act (GMA), per RCW 36.70A.040; and

**WHEREAS**, in 2023, the Washington State Legislature passed Engrossed House Bill (EHB) 1337 requiring certain jurisdictions to permit the development of accessory dwelling units in zones where the jurisdiction permits the construction of single-family homes; and

**WHEREAS**, the City of Gig Harbor is subject to the provisions of EHB 1337 as a fully planning jurisdiction; and

**WHEREAS**, the city must amend its development regulations to permit the development of accessory dwelling units in compliance with ESHB 1042 within six months of adopting periodic amendments to its comprehensive plan; and

**WHEREAS**, the City of Gig Harbor has determined that it must amend Gig Harbor Municipal Code (GHMC) Chapters 17.04, 17.14, 17.72, adopt a new code section in Title 17, and repeal GHMC Section 17.64.045 to permit the development of accessory dwelling units in compliance EHB 1337; and

**WHEREAS**, on March 1, 2024, proposed code amendments were transmitted to the Washington State Department of Commerce for 60-day review as required by RCW 36.70A.106; and

**WHEREAS**, on March 7, 2024, and January 16, 2025, proposed code amendments were discussed at study sessions with the planning commission; and

**WHEREAS**, on November 21, 2024, and March 13, 2025, the proposed code amendments were discussed at the city council study sessions; and

**WHEREAS**, the City of Gig Harbor Planning Commission held an open record public hearing on February 20, 2025. The planning commission made a motion to recommend approval of the proposed code amendments as presented by staff;

**NOW THEREFORE**, the City Council of the City of Gig Harbor, Washington, do ordain as follows:

**Section 1.** Chapter 17.04 of the Gig Harbor Municipal is hereby amended as follows:

~~17.04.015 Accessory apartment.~~

~~“Accessory apartment” means a residential unit of up to 600 square feet with a functional kitchen, bath, and outside entrance attached to or on the same parcel as a single-family residence in a residential zone. Accessory apartments shall be under the same ownership as the primary residential unit with the owner living on-site in either unit. Accessory apartments shall not be condominiumized or otherwise sold separately.~~

17.04.015 Accessory Dwelling Unit.

“Accessory Dwelling Unit” or ADU means a subordinate dwelling unit located on the same lot as a single-family housing unit, duplex, triplex, townhome, or other housing unit.

~~17.04.288 “Duplex dwelling” means a residential structure with two attached dwelling units and is constructed on a permanent foundation.~~ means a building designed exclusively for occupancy by two families living independently of each other. A duplex can share a wall, ceiling/floor or any other shared roof assembly, including breezeways, but cannot have interior openings between dwellings.

~~17.04.289 “Multiple-family dwelling” means a residential building that is designed for or occupied by three or more families living independently of each other in separate but attached dwelling units and is constructed on a permanent foundation.~~ means a building or portion thereof designed to house two or more families living independently of each other and containing two or more dwelling units.

~~17.04.300 Dwelling, single-family “Single-family dwelling” means a residential structure with one dwelling unit that is constructed on a permanent foundation. Single-family dwellings are detached from other single-family dwellings except that accessory apartments may be attached to a single-family dwelling.~~ means a detached residential structure with one dwelling unit containing but one kitchen, designed for and occupied by one family.

~~17.04.301 Dwelling, triplex “Triplex dwelling” means a residential structure with three attached dwelling units and is constructed on a permanent foundation.~~ means a building designed exclusively for occupancy by three families living independently of each other. A Triplex can share a wall, ceiling/floor or any other shared roof assembly, including breezeways, but cannot have interior openings between dwellings.

**Request for Clarity #1** 17.04.320 Dwelling unit ~~“Dwelling unit” is one or more rooms with at least one kitchen, that is designed as a unit for occupancy by not more than one family for sleeping and living purposes. Each unit at an assisted living facility or independent living facility shall count as one third of a dwelling unit (.33) for purposes of calculating density.~~ “Dwelling Unit” means a residential living unit (where can one find a definition for “a residential living unit “ ?) that provides complete, independent living facilities for one or more persons including permanent provisions of living, sleeping, eating, cooking and sanitation.

17.04.330 Family ~~“Family” means an individual or individuals domiciled together in one dwelling unit as a single household and which the number of individuals occupying the dwelling unit shall not exceed the occupant load of the structure as calculated by the city in accordance with the adopted building code.~~ means one or more persons occupying a dwelling unit, including the joint use of and responsibility for common areas, sharing household activities and responsibilities such as chores, household maintenance, and expenses. Such persons need not be related by blood or marriage.

17.04.431.5 “Kitchen” a place where food is cooked or prepared and contains the facilities and equipment used in preparing and serving food, such as: a gas or electric range or oven (a freestanding burner, warming oven or microwave is not considered a range or oven); a kitchen sink (a bar or hand sink is not considered a kitchen sink); a refrigerator/freezer (an upright refrigerator or freezer that fits under a counter, such as the type often found in offices, is not sufficient for a kitchen in a dwelling); or an electric outlet for 220 voltage and/or plumbing or standpipes for equipment and facilities normally found in a kitchen.

17.04.558 Mixed use development. ~~“Mixed use development” means a building or group of buildings that includes more than one type of use in the same site plan or binding site plan. Mixed use developments may include a combination of uses such as restaurant, retail (sales level 1), office (government administration office, financial institutions, professional services), commercial entertainment and/or residential.~~ “Mixed Use” The development of a contiguous tract of land, a building or a structure with two or more different uses identified on the Land Use matrix specified in Chapter 17.14 GHMC.

17.04.676 “Principal Dwelling Unit” means the single-family housing unit, duplex, triplex, townhome, or other housing unit located on the same lot as an accessory dwelling unit.

**Section 2.** Chapter 17.69 of the Gig Harbor Municipal Code is hereby added to read as follows:

#### 17.69.010 Intent

The purpose of these code provisions for accessory dwelling units (ADUs) is to: (1) provide homeowners with flexibility in establishing separate living quarters within or adjacent to their homes for the purpose of caring for seniors, providing housing for their children or obtaining rental income; (2) increase the range of housing choices and the supply of accessible and affordable housing units within the community; and (3) ensure that the development of accessory dwelling units does not cause unanticipated impacts on the character or stability of neighborhoods

#### 17.69.020 Applicability

The regulations established in this chapter apply to all accessory dwelling units proposed or located within, or detached from legally established dwelling units.

#### 17.69.030 General Regulations

**Request for Clarity #2** Accessory dwelling units are permitted outright in all residential zones that permit single-family homes ( see highlighted Land Use Matrix that shows there are three zones that require conditional approval for single-family dwellings, as such not permitted as noted in the ADU ) and may be developed with new or existing principal dwelling unit. The development standards of the underlying zone and the following siting and performance standards shall apply to all accessory dwelling units as defined by GHMC 17.04.015.

Development standards for accessory dwelling units. An ADU shall comply with the following standards:

- A. Configuration. An ADU may be located either within, attached to, or detached from the Principal Dwelling Unit. Primary Dwelling Units includes single-family housing unit, duplex, triplex, townhome, or other housing unit.
- B. Density. Up to two (2) ADUs may be created in conjunction with each Principal Dwelling Unit. ADUs are exempt from the density requirements of the underlying zone.
- C. Minimum lot size. An ADU may be established on any legally established parcel meeting minimum lot size per building site of the zoning district which the Principal Dwelling Unit is located.
- D. **Request for Clarity #3** Maximum unit size. The gross floor area, calculated from finished wall to finished wall. ADU shall not exceed 1200 square feet. *Is the 1200 square feet to apply only to the Dwelling Unit defined in 17.04.320 in my Request for Clarity #1 ?*
- E. Minimum unit size. The gross floor area of an ADU shall not be less than the requirements of the Washington State Building Code.
- F. Setbacks and lot coverage. Additions to existing structures, or the construction of new detached structures, associated with the establishment of an ADU shall not exceed the allowable lot coverage or encroach into required setbacks as prescribed in the underlying zone. The applicable setbacks shall be the same as those prescribed for the primary structure, not those prescribed for accessory structures.
- G. In addition to any off-street spaces required for the primary residence, and except when the property is located within one-half mile of a Major Transit Stop, off-street parking shall be provided for accessory dwelling units pursuant to Chapter 17.72 GHMC
- H. Design and appearance. ADUs that are attached to or detached from existing structures shall conform to the applicable design standards contained in Chapter 17.99 GHMC.
- I. Construction standards. The design and construction of the ADU shall conform to all applicable standards in the building, plumbing, electrical, mechanical, fire, health and any other applicable codes.

**Section 3.** Chapter 17.14 of the Gig Harbor Municipal Code is amended as follows:

### 17.14.020 Land use matrix.

| Uses                             | PI | R-1 | RLD | R-2 | RMD | R-3            | RB-1 | RB-2 | DB              | B-1             | B-2 | C-1 <sup>19</sup> | PCD-C           | ED <sup>18</sup> | WR | WM              | WC | PCD-BP | PCD-NB          | MUD <sup>24</sup> |
|----------------------------------|----|-----|-----|-----|-----|----------------|------|------|-----------------|-----------------|-----|-------------------|-----------------|------------------|----|-----------------|----|--------|-----------------|-------------------|
| Dwelling, single-family          | -  | P   | P   | P   | P   | C              | P    | P    | P <sup>31</sup> | P <sup>14</sup> | C   | C                 | P <sup>14</sup> | -                | P  | P               | P  | -      | P <sup>14</sup> | P                 |
| Dwelling, duplex                 | -  | -   | -   | P   | P   | P              | -    | P    | P <sup>31</sup> | P <sup>14</sup> | C   | C                 | P <sup>14</sup> | -                | P  | P               | P  | -      | P <sup>14</sup> | P                 |
| Dwelling, triplex                | -  | -   | -   | C   | P   | P              | -    | P    | P <sup>31</sup> | P <sup>14</sup> | C   | C                 | P <sup>14</sup> | -                | -  | C <sup>17</sup> | P  | -      | P <sup>14</sup> | P                 |
| Dwelling, fourplex               | -  | -   | -   | C   | P   | P              | -    | P    | P <sup>31</sup> | P <sup>14</sup> | C   | C                 | P <sup>14</sup> | -                | -  | C <sup>17</sup> | P  | -      | P <sup>14</sup> | P                 |
| Dwelling, multiple-family        | -  | -   | -   | -   | P   | P <sup>6</sup> | -    | P    | P <sup>31</sup> | P <sup>14</sup> | C   | C                 | P <sup>14</sup> | -                | -  | -               | -  | -      | P <sup>14</sup> | P                 |
| Accessory apartment <sup>1</sup> | -  | C   | P   | -   | P   | -              | C    | C    | P <sup>31</sup> | P <sup>14</sup> | C   | C                 | P <sup>14</sup> | -                | -  | -               | P  | -      | P <sup>14</sup> | P                 |
| Accessory Dwelling Unit          |    | P   | P   | P   | P   | P              | P    | P    | P               | P               | P   | P                 | P               |                  | P  | P               | P  |        | P               | P                 |
| Family day care provider         | -  | P   | P   | P   | P   | P              | P    | P    | C               | P               | P   | P                 | P               | -                | P  | P               | P  | -      | P               | P                 |
| Home occupation <sup>2</sup>     | -  | P   | P   | P   | P   | P              | P    | P    | C               | P               | -   | C                 | -               | -                | P  | P               | P  | -      | -               | -                 |
| Adult family home                | -  | P   | P   | P   | P   | P              | P    | P    | C               | P               | P   | P                 | P               | -                | P  | P               | P  | -      | P               | P                 |
| Living facility, independent     | -  | -   | -   | C   | -   | P              | C    | C    | C               | P               | C   | C                 | P               | C <sup>21</sup>  | -  | -               | -  | -      | -               | P                 |
| Living facility, assisted        | -  | -   | -   | C   | -   | P              | C    | C    | C               | P               | -   | C                 | P               | C                | -  | -               | -  | -      | -               | P                 |
| Nursing facility, skilled        | -  | -   | -   | C   | -   | P              | C    | C    | C               | P               | C   | C                 | P               | C                | -  | -               | -  | -      | -               | P                 |
| Hospital                         | -  | -   | -   | -   | -   | -              | -    | -    | C               | -               | C   | C                 | -               | C                | -  | -               | -  | C      | -               | -                 |

| Uses                                            | PI | R-1             | RLD             | R-2             | RMD             | R-3             | RB-1            | RB-2 | DB | B-1 | B-2 | C-1 <sup>19</sup> | PCD-C | ED <sup>18</sup> | WR              | WM              | WC | PCD-BP | PCD-NB | MUD <sup>24</sup> |
|-------------------------------------------------|----|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|------|----|-----|-----|-------------------|-------|------------------|-----------------|-----------------|----|--------|--------|-------------------|
| School, primary                                 | P  | C               | P               | C               | P               | C               | C               | C    | C  | P   | C   | C                 | P     | -                | -               | -               | -  | P      | -      | -                 |
| School, secondary                               | P  | C               | P               | C               | P               | C               | C               | C    | C  | P   | C   | C                 | P     | -                | -               | -               | -  | P      | -      | -                 |
| School, higher educational                      | P  | C               | -               | C               | -               | C               | C               | C    | C  | P   | C   | C                 | P     | -                | -               | -               | -  | P      | -      | -                 |
| School, vocational/trade                        | P  | C               | -               | C               | -               | C               | C               | C    | C  | P   | C   | C                 | P     | P                | -               | -               | -  | P      | -      | -                 |
| Government administrative office                | P  | C               | P               | C               | P               | C               | C               | P    | P  | P   | P   | P                 | P     | P                | C               | P               | P  | P      | P      | P                 |
| Public/private services                         | P  | C               | -               | C               | -               | C               | C               | C    | C  | P   | C   | C                 | P     | C                | C               | C               | C  | P      | P      | P                 |
| Religious worship, house of                     | -  | C               | P <sup>5</sup>  | C               | P <sup>5</sup>  | C               | C               | C    | C  | P   | C   | C                 | P     | C                | -               | -               | -  | C      | -      | P/C <sup>15</sup> |
| Museum                                          | P  | -               | -               | -               | -               | -               | -               | -    | -  | -   | C   | C                 | P     | -                | C               | C               | P  | -      | -      | -                 |
| Community recreation hall                       | P  | -               | P               | C               | P               | C               | C               | C    | C  | P   | C   | C                 | P     | -                | -               | -               | C  | P      | P      | -                 |
| Clubs                                           | -  | -               | C               | C               | C               | C               | C               | C    | P  | P   | P   | P                 | P     | C                | -               | C <sup>20</sup> | P  | P      | C      | -                 |
| Parks                                           | P  | P               | P               | P               | P               | P               | P               | P    | P  | P   | C   | C                 | P     | -                | P               | P               | P  | P      | P      | P                 |
| Essential public facilities                     | C  | -               | -               | -               | -               | -               | -               | -    | -  | -   | -   | -                 | -     | -                | -               | -               | -  | -      | -      | -                 |
| Utilities                                       | P  | C               | P               | C               | P               | C               | C               | C    | C  | P   | C   | C                 | P     | C                | C               | C               | C  | P      | P      | P                 |
| Electric vehicle charging station <sup>25</sup> | P  | P <sup>26</sup> | P <sup>26</sup> | P <sup>26</sup> | P <sup>26</sup> | P <sup>26</sup> | P <sup>26</sup> | P    | P  | P   | P   | P                 | P     | P                | P <sup>26</sup> | P <sup>26</sup> | P  | P      | P      | P                 |

| Uses                                 | PI | R-1 | RLD | R-2 | RMD             | R-3             | RB-1             | RB-2            | DB | B-1 | B-2 | C-1 <sup>19</sup> | PCD-C | ED <sup>18</sup> | WR | WM | WC | PCD-BP          | PCD-NB          | MUD <sup>24</sup> |
|--------------------------------------|----|-----|-----|-----|-----------------|-----------------|------------------|-----------------|----|-----|-----|-------------------|-------|------------------|----|----|----|-----------------|-----------------|-------------------|
| Rapid charging station <sup>27</sup> | P  | -   | -   | -   | P <sup>28</sup> | P <sup>28</sup> | -                | P <sup>28</sup> | P  | P   | P   | P                 | P     | P                | -  | -  | P  | P               | P               | P <sup>28</sup>   |
| Battery exchange station             | -  | -   | -   | -   | -               | -               | -                | -               | P  | -   | P   | P                 | P     | C                | -  | -  | -  | C               | P               | -                 |
| Cemetery                             | -  | -   | -   | C   | -               | -               | -                | -               | -  | -   | -   | -                 | -     | -                | -  | -  | -  | -               | -               | -                 |
| Lodging, level 1                     | -  | C   | -   | C   | -               | P               | P                | P               | P  | P   | C   | C                 | -     | -                | C  | C  | C  | -               | -               | P                 |
| Lodging, level 2                     | -  | -   | -   | -   | -               | -               | -                | C               | P  | -   | P   | P                 | P     | -                | -  | -  | C  | -               | -               | P                 |
| Lodging, level 3                     | -  | -   | -   | -   | -               | -               | -                | C               | P  | -   | P   | P                 | P     | -                | -  | -  | C  | P               | -               | P                 |
| Short-term rental <sup>32</sup>      | -  | P   | P   | P   | P               | P               | P                | P               | P  | P   | P   | P                 | P     | -                | P  | P  | P  | -               | P               | P                 |
| Personal services                    | -  | -   | -   | -   | -               | -               | P                | P               | P  | P   | P   | P                 | P     | P                | -  | P  | P  | P               | P               | P                 |
| Business services                    | -  | -   | -   | -   | -               | -               | P                | P               | P  | P   | P   | P                 | P     | P                | -  | P  | P  | P               | P               | P                 |
| Professional services                | -  | -   | -   | -   | -               | -               | P                | P               | P  | -   | P   | P                 | P     | P                | -  | P  | P  | P               | P               | P                 |
| Ancillary services                   | P  | -   | -   | -   | -               | -               | P                | P               | P  | P   | P   | P                 | P     | P                | -  | P  | P  | P               | P               | P                 |
| Product services, level 1            | -  | -   | -   | -   | -               | -               | P                | P               | P  | P   | P   | P                 | P     | P                | -  | P  | P  | P               | P               | P                 |
| Product services, level 2            | -  | -   | -   | -   | -               | -               | -                | -               | -  | -   | -   | P                 | P     | P                | -  | -  | -  | -               | -               | P <sup>16</sup>   |
| Sales, level 1                       | -  | -   | -   | -   | -               | -               | C <sup>7,8</sup> | -               | P  | P   | P   | P                 | P     | C <sup>22</sup>  | -  | -  | P  | C <sup>23</sup> | P <sup>13</sup> | P                 |

| Uses                                      | PI | R-1 | RLD | R-2 | RMD | R-3 | RB-1           | RB-2 | DB             | B-1 | B-2             | C-1 <sup>19</sup> | PCD-C | ED <sup>18</sup> | WR | WM              | WC | PCD-BP          | PCD-NB | MUD <sup>24</sup> |
|-------------------------------------------|----|-----|-----|-----|-----|-----|----------------|------|----------------|-----|-----------------|-------------------|-------|------------------|----|-----------------|----|-----------------|--------|-------------------|
| Sales, level 2                            | -  | -   | -   | -   | -   | -   | -              | -    | -              | -   | -               | P                 | -     | C <sup>22</sup>  | -  | -               | -  | -               | -      | -                 |
| Sales, level 3                            | -  | -   | -   | -   | -   | -   | -              | -    | -              | -   | -               | P                 | -     | C                | -  | -               | -  | -               | -      | -                 |
| Sales, ancillary                          | -  | -   | -   | -   | -   | -   | P              | P    | P              | -   | P               | P                 | P     | P                | -  | -               | P  | P               | -      | -                 |
| Commercial child care                     | -  | -   | C   | -   | C   | -   | C              | C    | C              | -   | -               | P                 | -     | C                | -  | -               | -  | C               | -      | -                 |
| Recreation, indoor commercial             | -  | -   | -   | -   | -   | -   | C              | C    | P              | -   | P               | P                 | P     | C                | -  | -               | -  | C               | -      | P                 |
| Recreation, outdoor commercial            | -  | -   | -   | -   | -   | -   | C              | C    | C              | -   | P <sup>10</sup> | P                 | P     | C                | -  | -               | -  | C               | -      | P                 |
| Entertainment, commercial                 | -  | -   | -   | -   | -   | -   | -              | -    | P              | -   | P               | P                 | P     | -                | -  | -               | -  | C               | -      | P                 |
| Automotive fuel-dispensing facility       | -  | -   | -   | -   | -   | -   | -              | -    | P              | -   | P               | P                 | P     | C                | -  | -               | -  | C               | P      | -                 |
| Vehicle wash                              | -  | -   | -   | -   | -   | -   | -              | -    | -              | -   | P               | P                 | P     | -                | -  | -               | -  | -               | -      | -                 |
| Parking lot, commercial                   | -  | -   | -   | -   | -   | C   | -              | -    | -              | -   | -               | -                 | -     | -                | -  | -               | -  | -               | -      | -                 |
| Animal clinic                             | -  | -   | -   | -   | -   | -   | -              | -    | P <sup>9</sup> | -   | P               | P                 | -     | P                | -  | -               | -  | P               | -      | P                 |
| Kennel                                    | -  | -   | -   | -   | -   | -   | -              | -    | -              | -   | -               | P                 | -     | -                | -  | -               | -  | -               | -      | -                 |
| Adult entertainment facility <sup>3</sup> | -  | -   | -   | -   | -   | -   | -              | -    | -              | -   | P               | P                 | -     | -                | -  | -               | -  | -               | -      | -                 |
| Restaurant 1                              | -  | -   | -   | -   | -   | -   | C <sup>8</sup> | P    | P              | P   | P               | P                 | P     | P                | -  | C <sup>12</sup> | P  | P               | P      | P                 |
| Restaurant 2                              | -  | -   | -   | -   | -   | -   | -              | -    | P              | -   | P               | P                 | P     | C <sup>22</sup>  | -  | C <sup>29</sup> | P  | C <sup>23</sup> | P      | P                 |

| Uses                                         | PI       | R-1      | RLD      | R-2      | RMD      | R-3      | RB-1     | RB-2     | DB       | B-1      | B-2      | C-1 <sup>19</sup> | PCD-C    | ED <sup>18</sup> | WR       | WM              | WC       | PCD-BP          | PCD-NB   | MUD <sup>24</sup> |
|----------------------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-------------------|----------|------------------|----------|-----------------|----------|-----------------|----------|-------------------|
| Restaurant 3                                 | -        | -        | -        | -        | -        | -        | -        | -        | P        | -        | P        | P                 | P        | C <sup>22</sup>  | -        | C <sup>29</sup> | P        | C <sup>23</sup> | P        | P                 |
| Food truck <sup>30</sup>                     | -        | -        | -        | -        | -        | -        | -        | P        | P        | -        | P        | P                 | P        | P                | -        | -               | P        | P               | P        | P                 |
| Tavern                                       | -        | -        | -        | -        | -        | -        | -        | -        | C        | -        | P        | P                 | P        | -                | -        | -               | P        | -               | -        | -                 |
| Drive-through facility                       | -        | -        | -        | -        | -        | -        | -        | -        | C        | -        | C        | C                 | P        | -                | -        | -               | -        | -               | -        | -                 |
| Marina                                       | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | P                 | -        | -                | -        | P               | P        | -               | -        | -                 |
| Marine sales and service                     | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | P                 | -        | -                | -        | P               | P        | -               | -        | -                 |
| Marine boat sales, level 1                   | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | P        | P                 | -        | P                | -        | P               | P        | -               | -        | -                 |
| Marine boat sales, level 2                   | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | P                 | -        | C <sup>22</sup>  | -        | P               | P        | -               | -        | -                 |
| Ministorage                                  | -        | -        | -        | -        | -        | -        | -        | C        | -        | -        | C        | C                 | P        | C                | -        | -               | -        | -               | -        | P                 |
| Industrial, level 1                          | -        | -        | -        | -        | -        | -        | -        | C        | C        | -        | C        | P                 | -        | P                | -        | -               | -        | C               | -        | P                 |
| Industrial, level 2                          | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | P                 | -        | P                | -        | -               | -        | -               | -        | -                 |
| Marine industrial                            | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | -        | P                 | -        | C                | -        | P <sup>11</sup> | C        | -               | -        | -                 |
| Wireless communication facility <sup>4</sup> | C        | C        | C        | C        | C        | C        | P        | P        | C        | P        | C        | P                 | P        | P                | C        | C               | C        | P               | P        | -                 |
| Accessory uses and structures                | P        | P        | P        | P        | P        | P        | P        | P        | P        | P        | P        | P                 | P        | P                | P        | P               | P        | P               | P        | P                 |
| <b>Request for Clarity</b>                   | <b>C</b> | <b>C</b> | <b>C</b> | <b>C</b> | <b>C</b> | <b>C</b> | <b>C</b> | <b>C</b> | <b>C</b> | <b>C</b> | <b>C</b> | <b>C</b>          | <b>C</b> | <b>C</b>         | <b>C</b> | <b>C</b>        | <b>C</b> | <b>C</b>        | <b>C</b> | <b>C</b>          |

| Uses                             | PI | R-1 | RLD | R-2 | RMD | R-3 | RB-1 | RB-2 | DB | B-1 | B-2 | C-1 <sup>19</sup> | PCD-C | ED <sup>18</sup> | WR | WM | WC | PCD-BP | PCD-NB | MUD <sup>24</sup> |
|----------------------------------|----|-----|-----|-----|-----|-----|------|------|----|-----|-----|-------------------|-------|------------------|----|----|----|--------|--------|-------------------|
| <b>#4</b><br>Unclassified<br>use |    |     |     |     |     |     |      |      |    |     |     |                   |       |                  |    |    |    |        |        |                   |

~~1 Accessory apartments requiring conditional use permits are subject to the criteria in GHMC 17.64.045.~~

**2** Home occupations are subject to Chapter 17.84 GHMC.

**3** Adult entertainment facilities are subject to Chapter 17.58 GHMC.

**4** Wireless communication facilities are subject to Chapter 17.61 GHMC.

**5** Houses of religious worship shall be limited to parcels not greater than five acres.

**6** Multiple-family dwellings shall be limited to no more than eight attached dwellings per structure in the R-3 district.

**7** Sales, level 1 uses shall be limited to food stores in the RB-1 district.

**8** See GHMC 17.28.090(G) for specific performance standards of restaurant 1 and food store uses in the RB-1 zone.

**9** Animal clinics shall have all activities conducted indoors in the DB district.

**10** Drive-in theaters are not permitted in the B-2 district.

**11** Marine industrial uses in the WM district shall be limited to commercial fishing operations and boat construction shall not exceed one boat per calendar year.

**12** Coffeehouse-type restaurant 1 uses shall not exceed 1,000 square feet in total size in the WM district.

**13** Sales, level 1 uses shall be limited to less than 7,500 square feet per business in the PCD-NB district.

**14** Residential uses shall be located above a permitted business or commercial use.

**15** Houses of religious worship on parcels not greater than 10 acres are permitted uses in the MUD district; houses of religious worship on parcels greater than 10 acres are conditionally permitted uses in the MUD district.

**16** Auto repair and boat repair uses shall be conducted within an enclosed building or shall be in a location not visible from public right-of-way and adjacent properties.

**17** Only one triplex dwelling or one fourplex dwelling is conditionally permitted per lot in the WM district.

**18** Planned unit developments (PUDs) are conditionally permitted in the ED district.

**19** Junkyards, auto wrecking yards and garbage dumps are not allowed in the C-1 district.

**20** Clubs in the WM zone shall not serve alcoholic beverages and shall not operate a grill or deep-fat fryer.

**21** Independent living facilities are conditionally allowed in the ED zone only when in combination with assisted living facilities, skilled nursing facilities or hospitals in the same site plan or binding site plan.

**22** See GHMC 17.45.040 for specific performance standards of sales and restaurant uses in the ED zone.

**23** See GHMC 17.54.030 for specific performance standards of sales and restaurant uses in the PCD-BP zone.

- 24** Permitted and conditional uses in the MUD district overlay are subject to the minimum parcel size and location requirements contained in GHMC 17.91.040(A).
- 25** Level 1 and Level 2 charging only.
- 26** Electric vehicle charging stations, Level 1 and Level 2 only, are allowed only as accessory to a principal outright permitted or principal permitted conditional use.
- 27** The term “rapid” is used interchangeably with Level 3 and “fast charging.”
- 28** Only “electric vehicle charging stations – restricted” as defined in Chapter 17.73 GHMC.
- 29** Only those properties lying adjacent to or southeast of Dorotich Street are allowed to request a conditional use permit for a restaurant 2 or restaurant 3 use. In other areas of WM zone, restaurant 2 and restaurant 3 uses are prohibited. See Chapter 17.48 GHMC for specific performance standards for restaurant uses in the WM zone.
- 30** Food truck permits shall be processed with a special use permit, per Chapter 17.65 GHMC.
- 31** Permitted above and below street-level nonresidential uses.
- 32** Short-term rentals are subject to Chapter 17.85 GHMC.

**Section 4.** 17.64.045 of the Gig Harbor Municipal Code is hereby repealed.

**Section 5.** Chapter 17.72 of the Gig Harbor Municipal Code is amended as follows:

**17.72.030 Number of off-street parking spaces.**

The following is the number of off-street parking spaces required for each of the uses identified below:

| Use                     | Required Parking                                                                                                                                                                                |
|-------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Dwelling, single-family | Two off-street parking spaces per dwelling unit. <sup>3</sup>                                                                                                                                   |
| Dwelling, duplex        | Two off-street parking spaces per dwelling unit. <sup>3</sup>                                                                                                                                   |
| Dwelling, triplex       | One off-street parking space for each studio unit, 1.5 off-street parking spaces for each one-bedroom unit, and two off-street parking spaces for units with two or more bedrooms. <sup>3</sup> |
| Dwelling, fourplex      | One off-street parking space for each studio unit, 1.5 off-street parking spaces for each one-bedroom unit, and two off-street parking spaces for units with two or more bedrooms. <sup>3</sup> |

| Use                                                 | Required Parking                                                                                                                                                                                        |
|-----------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Dwelling, multiple-family                           | One off-street parking space for each studio unit, 1.5 off-street parking spaces for each one-bedroom unit, and two off-street parking spaces for units with two or more bedrooms. <sup>3</sup>         |
| Accessory <del>apartment</del> <u>dwelling unit</u> | One off-street parking space per accessory <del>apartment</del> <u>dwelling unit</u> in addition to parking required for primary dwelling unit.                                                         |
| Family day care provider                            | Two off-street parking spaces.                                                                                                                                                                          |
| Home occupation                                     | One off-street parking space in addition to parking required for any other use; two parking spaces shall be required if the occupation requires customers or clients to visit the premises at any time. |
| Adult family home                                   | Two off-street parking spaces.                                                                                                                                                                          |
| Independent living facility                         | One off-street parking space for every four beds based on maximum capacity as determined by the International Building Code. <sup>1</sup>                                                               |
| Assisted living facility                            | One off-street parking space for every four beds based on maximum capacity as determined by the International Building Code. <sup>1</sup>                                                               |
| Skilled nursing facility                            | One off-street parking space for every four beds based on maximum capacity as determined by the International Building Code. <sup>1</sup>                                                               |
| Hospital                                            | One off-street parking space for every two beds based on maximum capacity as determined by the International Building                                                                                   |

| Use                              | Required Parking                                                                                                                                                                                                                                                                                                                      |
|----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                  | Code.                                                                                                                                                                                                                                                                                                                                 |
| School, primary                  | One off-street parking space for every five seats in the main auditorium or assembly room.                                                                                                                                                                                                                                            |
| School, secondary                | One off-street parking space for every four seats in the main auditorium or assembly room, or three off-street parking spaces for every classroom plus one additional off-street parking space for each staff member or employee, whichever is greater.                                                                               |
| School, higher educational       | One off-street parking space for every possible four seats in the classrooms based on maximum capacity as determined by the International Building Code.                                                                                                                                                                              |
| School, vocational/trade         | One off-street parking space for every possible four seats in the classrooms based on maximum capacity as determined by the International Building Code.                                                                                                                                                                              |
| Government administrative office | One off-street parking space for every 300 square feet of gross floor area.                                                                                                                                                                                                                                                           |
| Public/private services          | For libraries: One off-street parking space for every 1,000 square feet of gross floor area; for police stations and fire stations: one off-street parking space for every 300 square feet of gross floor area; for maintenance and storage facilities: one off-street parking space for every 1,000 square feet of gross floor area. |
| Religious worship, house of      | One off-street parking space for every four fixed seats in the facility's largest assembly area. For a fixed seat configuration consisting of pews or benches, the seating capacity shall be                                                                                                                                          |

| Use                         | Required Parking                                                                                                                                                                                                                                                     |
|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                             | computed upon not less than 18 linear inches of pew or bench length per seat. For a flexible configuration consisting of moveable chairs, each seven square feet of the gross floor area to be occupied by such chairs shall be considered as a seat.                |
| Museum                      | One off-street parking space for every 1,000 square feet of gross floor area.                                                                                                                                                                                        |
| Community recreation hall   | One off-street parking space for every possible four seats in the auditorium(s) and assembly room(s) based on maximum capacity as determined by the International Building Code.                                                                                     |
| Clubs                       | One off-street parking space for each four persons of the building's maximum seating capacity as determined by the International Building Code.                                                                                                                      |
| Parks                       | Director shall determine the standards to be applied for parking using as a guide the uses listed in this section that most closely resemble the uses proposed.                                                                                                      |
| Essential public facilities | Parking required as per underlying use.                                                                                                                                                                                                                              |
| Utilities                   | Director shall determine the standards to be applied for parking using as a guide the uses listed in this section that most closely resemble the use proposed.                                                                                                       |
| Cemetery                    | Off-street parking spaces are required for only office, chapel and indoor assembly areas. For office space: one off-street parking space for every 300 square feet of gross floor area. For chapel and indoor assembly areas: one off-street parking space for every |

| Use                   | Required Parking                                                                                                                                                                                                                                                                                                                                      |
|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                       | four fixed seats. For a fixed seat configuration consisting of pews or benches, the seating capacity shall be computed upon 18 linear inches of pew or bench length per seat. For a flexible configuration consisting of moveable chairs, each seven square feet of the gross floor area to be occupied by such chairs shall be considered as a seat. |
| Lodging, level 1      | One and one-quarter off-street parking spaces for each room to rent in addition to two off-street parking spaces for the single-family residence.                                                                                                                                                                                                     |
| Lodging, level 2      | One and one-quarter off-street parking spaces for each room to rent.                                                                                                                                                                                                                                                                                  |
| Lodging, level 3      | One and one-quarter off-street parking spaces for each room to rent.                                                                                                                                                                                                                                                                                  |
| Personal services     | One off-street parking space for every 300 square feet of gross floor area.                                                                                                                                                                                                                                                                           |
| Business services     | One off-street parking space for every 300 square feet of gross floor area.                                                                                                                                                                                                                                                                           |
| Professional services | One off-street parking space for every 300 square feet of gross floor area except for medical and dental offices. For medical and dental offices, one off-street parking space for every 250 square feet of gross floor area.                                                                                                                         |
| Ancillary services    | One off-street parking space for every 300 square feet of gross floor area.                                                                                                                                                                                                                                                                           |

| Use                            | Required Parking                                                                                                                                                                                                                                |
|--------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Product services, level 1      | One off-street parking space for every 300 square feet of gross floor area.                                                                                                                                                                     |
| Product services, level 2      | One off-street parking space for every 400 square feet of gross floor area, except for auto repair. For auto repair, four off-street parking spaces for each service bay.                                                                       |
| Sales, level 1                 | One off-street parking space for every 300 square feet of gross floor area.                                                                                                                                                                     |
| Sales, level 2                 | One off-street parking space for every 400 square feet of gross floor area.                                                                                                                                                                     |
| Sales, level 3                 | One off-street parking space for every 400 square feet of gross floor area.                                                                                                                                                                     |
| Ancillary sales                | One off-street parking space for every 300 square feet of gross floor area.                                                                                                                                                                     |
| Commercial child care          | One off-street parking space for every five possible seats in the main auditorium or assembly rooms.                                                                                                                                            |
| Commercial recreation, indoor  | One off-street parking space for every possible four seats in the auditoriums and assembly rooms based on maximum capacity as determined by the International Building Code; for bowling alleys, five off-street parking spaces for each alley. |
| Commercial recreation, outdoor | Director shall determine the standards to be applied for parking using as a guide the uses listed in this section that most closely resemble the uses proposed.                                                                                 |

| Use                                 | Required Parking                                                                                                                                                                                                                                                                                                                                                                                                   |
|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Commercial entertainment            | One off-street parking space for every possible four seats in the auditorium(s) and assembly room(s) based on maximum capacity as determined by the International Building Code.                                                                                                                                                                                                                                   |
| Automotive fuel-dispensing facility | One off-street parking space for every two fuel pumps, if service bays are not provided. If service bays are provided, four off-street parking spaces for each service bay.                                                                                                                                                                                                                                        |
| Vehicle wash                        | Two off-street parking spaces per service bay plus one space for every two employees. In addition, a stacking lane or lanes capable of accommodating a minimum of 10 percent of the projected maximum hourly throughput of vehicles for the vehicle wash shall be provided near the entrance to the wash bay(s). One car length within the stacking lane shall be equal to the length of a standard parking space. |
| Commercial parking lot              | None required.                                                                                                                                                                                                                                                                                                                                                                                                     |
| Animal clinic                       | One off-street parking space for every 250 square feet of gross floor area.                                                                                                                                                                                                                                                                                                                                        |
| Kennel                              | One off-street parking space for every 300 square feet of gross floor area.                                                                                                                                                                                                                                                                                                                                        |
| Adult entertainment facility        | Parking required as per underlying use.                                                                                                                                                                                                                                                                                                                                                                            |
| Restaurant 1                        | One off-street parking space for every three seats based on a seating plan submitted to the planning director showing a                                                                                                                                                                                                                                                                                            |

| Use          | Required Parking                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|              | <p>reasonable seating capacity for the dining area. If, at a later date, the business desires to add more seating than shown on the seating plan, additional off-street parking will be required at one off-street parking space for every three additional seats.</p> <p>Concurrency review under Chapter 19.10 GHMC may also be required if the additional seats generate any new p.m. peak-hour trips, require additional sewer capacity, or increase water consumption.</p>                                                                                                                         |
| Restaurant 2 | <p>One off-street parking space for every three seats based on a seating plan submitted to the planning director showing a reasonable seating capacity for the dining area. If, at a later date, the business desires to add more seating than shown on the seating plan, additional off-street parking will be required at one off-street parking space for every three additional seats.</p> <p>Concurrency review under Chapter 19.10 GHMC may also be required if the additional seats generate any new p.m. peak-hour trips, require additional sewer capacity, or increase water consumption.</p> |
| Restaurant 3 | <p>One off-street parking space for every three seats based on a seating plan submitted to the planning director showing a reasonable seating capacity for the dining area. If, at a later date, the business desires to add more seating than shown on the seating plan, additional off-street parking will be required at one off-street parking space for every three additional seats.</p> <p>Concurrency review under Chapter 19.10 GHMC may also be required if the additional seats generate any new p.m. peak-hour trips, require additional sewer capacity, or increase water consumption.</p> |

| Use                      | Required Parking                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Tavern                   | <p>One off-street parking space for every three seats based on a seating plan submitted to the planning director showing a reasonable seating capacity for the dining area. If, at a later date, the business desires to add more seating than shown on the seating plan, additional off-street parking will be required at one off-street parking space for every three additional seats.</p> <p>Concurrency review under Chapter 19.10 GHMC may also be required if the additional seats generate any new p.m. peak-hour trips, require additional sewer capacity, or increase water consumption.</p> |
| Drive-through facility   | <p>One off-street space for every two employees assigned to the drive-through service area. In addition, a stacking lane or lanes capable of accommodating a minimum of 10 percent of the projected maximum hourly throughput of vehicles for the drive-through facility shall be provided near the drive-through service area. One car length within the stacking lane shall be equal to the length of a standard parking space.</p>                                                                                                                                                                   |
| Marina                   | <p>For moorages/slips less than 45 feet, one off-street parking space for every two berths; for moorages/slips 45 feet or longer, one space for every berth. All moorage facilities shall provide a minimum of two parking spaces. If a commercial or residential development is to be combined with a watercraft usage requiring parking, the usage which generates the larger number of spaces shall satisfy the requirements of the other usage.<sup>2</sup></p>                                                                                                                                     |
| Marine sales and service | <p>One off-street parking space for every 300 square feet of gross floor area except for boat sales and repair. For boat sales and repair, one off-street parking space for every 400 square feet of gross floor area.</p>                                                                                                                                                                                                                                                                                                                                                                              |

| Use                                                                                                                                                                                 | Required Parking                                                                                                                                                                                                                                                                        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Marine boat sales, level 1                                                                                                                                                          | One off-street parking space for every 300 square feet of gross floor area.                                                                                                                                                                                                             |
| Marine boat sales, level 2                                                                                                                                                          | One off-street parking space for every 400 square feet of gross floor area.                                                                                                                                                                                                             |
| Ministorage                                                                                                                                                                         | Two off-street parking spaces located near the office. Parking for loading and unloading purposes is allowed in front of individual storage units unless prohibited by the fire marshal.                                                                                                |
| Industrial, level 1                                                                                                                                                                 | One off-street parking space for every 1,000 square feet of gross floor area.                                                                                                                                                                                                           |
| Industrial, level 2                                                                                                                                                                 | One off-street parking space for every 1,000 square feet of gross floor area, except for moving companies and distribution facilities. For moving companies and distribution facilities, one off-street parking space for each vehicle in use, at any time, in the conduct of business. |
| Marine industrial                                                                                                                                                                   | One off-street parking space for every 1,000 square feet of gross floor area.                                                                                                                                                                                                           |
| Wireless communication facility                                                                                                                                                     | None required.                                                                                                                                                                                                                                                                          |
| Accessory uses and structures                                                                                                                                                       | Parking required as per underlying use.                                                                                                                                                                                                                                                 |
| For any other use not specifically mentioned or provided for, the director shall determine the standards to be applied for parking using as a guide the uses listed above that most |                                                                                                                                                                                                                                                                                         |

| Use | Required Parking |
|-----|------------------|
|-----|------------------|

closely resemble the uses proposed.

In instances when the calculation of the required off-street parking spaces for new or modified uses results in a fractional parking space, the number of parking spaces required shall be rounded up to the nearest whole number.

**1** If the facility or home is used exclusively for the housing of the elderly, disabled or handicapped, the decisionmaker may allow a portion of the area required for off-street parking to be reserved as a landscaped area if the decisionmaker finds that the required off-street parking is not immediately required and is in the best interest of the neighborhood.

**2** See GHMC 17.48.070 for additional requirements for parking and loading facilities in the WM district.

**3** Guest parking shall be provided for all residential developments with 10 or more dwelling units or lots as follows:

- a. The minimum number of spaces shall be one guest parking space for every four dwelling units, with fractions rounded to the next highest number.
- b. Guest parking may be located:
  - i. In a parking lot accessed by a public roadway, but not located more than 500 feet from the dwelling(s) it is intended to serve; and/or
  - ii. In a central location within the subdivision as practical and may also serve as parking for active or passive outdoor amenities; and/or
  - iii. Provided as on-street parking; and/or
  - iv. In a location deemed appropriate by the planning director.
- c. Unless the parking is located on dedicated public right-of-way, the guest parking spaces shall be owned and maintained by the homeowners' association.
- d. Off-street parking must comply with the off-street parking design standards pursuant to GHMC 17.72.020.

**Section 6. Severability.** If any section, sentence, clause, or phrase of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this ordinance.

**Section 7. Correction of Errors.** The city clerk and codifiers of the ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

**Section 8. Effective Date.** This ordinance shall take effect and be in full force five (5) days after passage and publication of an approved summary consisting of the title.

**ADOPTED** by the Council of the City of Gig Harbor at a regular meeting thereof,  
held this 12<sup>th</sup> day of May, 2025.

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Mary Barber  
Mayor

Approved as to form:

Attest:

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Daniel Kenny  
City Attorney

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Joshua Stecker, CMC  
City Clerk



**City of Gig Harbor  
City Council Agenda Bill**

**Meeting Date: April 28, 2025**

**SUBJECT:** Ordinance 1541 Adopting RCW Related to Cybercrimes

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**SUBMITTED BY:** Police Lieutenant Tray Federici

**DEPARTMENT:** Police

**PHONE:** (253) 853-2421

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**SUGGESTED MOTION:** Move to approve Ordinance 1541

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**BACKGROUND INFORMATION:** State laws currently adopted by the City of Gig Harbor do not allow for prosecution of crimes related to computer trespass or other cybercrimes. Adoption of several RCWs that include these crimes will allow misdemeanor prosecution in Gig Harbor Municipal Court.

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**FISCAL CONSIDERATION:** N/A

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**ATTACHMENTS:**

1. Ordinance 1541
- 

**STRATEGIC PLAN PRIORITY:** Strategic Plan Priority 6 - Provide a safe, healthy, and inclusive community

## ORDINANCE 1541

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, RELATING TO THE CITY'S CRIMINAL CODE; ADDING SECTION 9.26.110 TO THE GIG HARBOR MUNICIPAL CODE TO ADOPT BY REFERENCE RCW 9A.90.030, RCW 9A.90.050, RCW 9A.90.070, RCW 9A.90.090, RCW 9A.90.110, and RCW 9A.90.120 RELATING TO COMPUTER TRESPASS AND OTHER MISDEMEANOR CYBER CRIMES; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.**

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**WHEREAS**, RCW 35A.11.020 authorizes the legislative body of code cities to adopt and enforce criminal codes related to misdemeanor and gross misdemeanor offenses; and

**WHEREAS**, Gig Harbor Municipal Code 9.26 adopts certain sections of state law relating to crimes relating to persons; and

**WHEREAS**, the application of traditional criminal enforcement measures that apply long-standing concepts of trespass, fraud, and theft to activities in the electronic frontier has not provided the essential clarity, certainty, and predictability that law enforcement requires; and

**WHEREAS**, the City currently has no prescribed penalty for violations of RCW 9A.90 addressing cybercrimes; and

**WHEREAS**, the City of Gig Harbor desires to adopt by reference RCW 9A.90, in part, to allow the City to prosecute misdemeanor crimes relating to computer trespass and other related cybercrimes;

**NOW THEREFORE**, the City Council of the City of Gig Harbor, Washington, do ordain as follows:

**Section 1.** The Gig Harbor Municipal Code is hereby amended to add section 9.26.110, as follows:

**9.26.110      Cybercrimes.**

The following state statutes, including all future amendments, repeals, or additions thereto, are hereby adopted by reference:

|               |                                        |
|---------------|----------------------------------------|
| RCW 9A.90.030 | Definitions                            |
| RCW 9A.90.050 | Computer Trespass in the Second Degree |
| RCW 9A.90.070 | Spoofing                               |

RCW 9A.90.090      Electronic Data Tampering in the Second Degree  
RCW 9A.90.110      Commission of Other Crime  
RCW 9A.90.120      Cyber Harassment

**Section 2. Severability.** If any section, sentence, clause or phrase of this Ordinance should be held to be unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

**Section 3. Effective Date.** This Ordinance shall take effect and be in full force five (5) days after passage and publication of an approved summary consisting of the title.

**ADOPTED** by the Council of the City of Gig Harbor at a regular meeting thereof, held this 28th day of April, 2025.

\_\_\_\_\_  
Mary K. Barber  
Mayor

Approved as to form:

Attest:

\_\_\_\_\_  
Daniel Kenny  
City Attorney

\_\_\_\_\_  
Joshua Stecker, CMC  
City Clerk



**City of Gig Harbor  
City Council Agenda Bill**

**Meeting Date: April 28, 2025**

**SUBJECT:** First Reading of Ordinance 1542 Establishing a Multifamily Tax Exemption Program

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**SUBMITTED BY:** Housing, Health, and Human Services Program Manager Shea Smiley and Community Development Director Eric Baker

**DEPARTMENT:** Administration

**PHONE:** (253) 530-7070

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**SUGGESTED MOTION:** N/A

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**BACKGROUND INFORMATION:** At the March 13 city council study session, staff provided a comprehensive overview of the proposed Multifamily Tax Exemption (MFTE) program and its potential to support the development of affordable housing in Gig Harbor. The presentation outlined the program's framework, including available exemption types, eligibility and affordability criteria, key implementation considerations, and a case study of the City of Sumner's MFTE program. Following the discussion, Council directed staff to return at a future meeting with a drafted ordinance establishing an MFTE program for formal consideration.

In response to the city's growing population and the increasing demand for affordable and workforce housing, the City of Gig Harbor is proactively advancing strategies to expand housing availability. The proposed MFTE program, authorized under Chapter 84.14 RCW, serves as a critical tool to incentivize the development and rehabilitation of multifamily housing within designated residential targeted areas. This initiative aligns with the city's comprehensive plan and complies with the requirements of Washington State House Bill 1220, which mandates that jurisdictions incorporate affordable housing strategies to accommodate all economic segments of the community.

This ordinance establishes a 12-year property tax exemption for projects that include at least 20 percent of units designated as affordable housing for low- and moderate-income households. The program provides clear eligibility criteria, application processes, compliance standards, and enforcement provisions.

The ordinance aligns with the city's Housing Action Plan, Comprehensive Plan, and the Growth Management Act goals for increasing housing supply, affordability, and diversity. Future Council action via resolution would be necessary to implement the program through designation of specific residential target areas.

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**FISCAL CONSIDERATION:** None

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**ATTACHMENTS:**

1. Ordinance 1542
-

**STRATEGIC PLAN PRIORITY:** Strategic Plan Priority 3 - Maintain small town character and historic preservation while growing responsibly

## ORDINANCE 1542

**AN ORDINANCE OF THE CITY OF GIG HARBOR, WASHINGTON, ADOPTING A NEW CHAPTER 3.54 OF THE GIG HARBOR MUNICIPAL CODE ENTITLED “MULTIFAMILY PROPERTY TAX EXEMPTION,” ESTABLISHING A PROGRAM FOR LIMITED EXEMPTIONS FROM AD VALOREM PROPERTY TAXATION FOR QUALIFYING MULTIFAMILY HOUSING DEVELOPMENTS PURSUANT TO CHAPTER 84.14 RCW; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE**

**WHEREAS**, the City of Gig Harbor has identified a need to increase housing supply, particularly affordable housing options, to accommodate current and projected population growth;

**WHEREAS**, Chapter 84.14 RCW authorizes cities to provide limited ad valorem property tax exemptions for eligible multifamily housing located in designated residential targeted areas, for the purpose of incentivizing new development and rehabilitation;

**WHEREAS**, the city council finds that establishing such a program is in the interest of the public health, safety, and welfare by increasing housing opportunities for low- and moderate-income households, and enhancing economic vitality in designated areas of the city;

**WHEREAS**, the city council has reviewed the policy recommendations of city staff, considered public input, and conducted study sessions to develop appropriate standards, processes, and safeguards for administering the exemption program;

**WHEREAS**, the city council has determined that the adoption of Chapter 3.54 GHMC is consistent with the Gig Harbor Comprehensive Plan, the Gig Harbor Housing Action Plan, and applicable state planning goals under the Growth Management Act (Chapter 36.70A RCW);

**NOW, THEREFORE**, the City Council of the City of Gig Harbor do ordain as follows:

**Section 1. A New Chapter 3.54 Entitled “Multifamily Property Tax Exemption” is Adopted.** A new Chapter 3.54 of the Gig Harbor Municipal Code is hereby adopted as set forth in Exhibit A attached hereto and incorporated herein by this reference in its entirety. The new chapter establishes a multifamily property tax exemption program consistent with the provisions of Chapter 84.14 RCW, including eligibility requirements, application procedures, duration and terms of exemption, compliance standards, and provisions for revocation.

**Section 2. Chapter 19.01.003.B** “Project permit application framework” is amended. Chapter 19.01.003.B is amended to include application processes for multifamily tax exemption conditional and final certificates as set forth in Exhibit B.

**Section 3. Findings of Fact.** The recitals set forth above and all reports, studies, public comments, and staff presentations are hereby adopted as findings of fact in support of this ordinance.

**Section 4. Severability.** If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance or its application to any person or circumstance is held to be invalid, the remainder of this ordinance or the application of the provision to other persons or circumstances shall not be affected.

**Section 5. Correction of Errors.** The city clerk and codifiers of this ordinance are authorized to make necessary corrections to this ordinance, including the correction of scrivener’s or clerical errors, references, numbering, and formatting, as needed to implement the intent of the City Council.

**Section 6. Transmittal.** Pursuant to RCW 84.14.100(2), the city clerk shall transmit a certified copy of this ordinance to the Pierce County Assessor within ten (10) calendar days of final passage.

**Section 7. Effective Date.** This ordinance shall take effect and be in full force thirty (30) days after publication of an approved summary consisting of the title.

**ADOPTED** by the Council of the City of Gig Harbor at a regular meeting thereof, held this 12th day of May, 2025.

---

Mary K. Barber  
Mayor

Approved as to form:

Attest:

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Daniel Kenny  
City Attorney

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Joshua Stecker, CMC  
City Clerk

## EXHIBIT A

### Chapter 3.54 MULTIFAMILY PROPERTY TAX EXEMPTION

#### Sections:

- 3.54.010 Purpose.
- 3.54.020 Definitions.
- 3.54.030 Applicability.
- 3.54.040 Terms of the tax exemption.
- 3.54.050 Project eligibility.
- 3.54.060 Application procedure.
- 3.54.070 Application for conditional certificate.
- 3.54.080 Extension of conditional certificate.
- 3.54.090 Application for final certificate.
- 3.54.100 Issuance of final certificate.
- 3.54.110 Annual compliance review.
- 3.54.120 Cancellation of tax exemption.
- 3.54.130 Conflict of provisions.

**3.54.010 Purpose.** The purpose of this chapter is to provide limited exemptions from ad valorem property taxation for multifamily housing in designated residential targeted areas, as authorized under chapter 84.14 RCW. This incentive aims to:

- A. Encourage increased residential opportunities, including affordable housing units, within designated areas; and
- B. Provide affordable housing opportunities for low- and moderate-income households.

**3.54.020 Definitions.** Unless the context indicates otherwise, the following definitions apply in this chapter:

- A. "Affordable housing" means residential housing that is rented by a person or household whose monthly housing costs, including utilities other than telephone, do not exceed thirty percent of the household's monthly income
- B. "Building codes" refers to the city and state building and fire codes under Gig Harbor Municipal Code Title 15.
- C. "City" means the city of Gig Harbor.
- D. "Department" refers to the city's Department of Community Development.
- E. "Director" means the director of the Department of Community Development or their designee.
- F. "Low-income household" means a household earning 80% or less of the area median income (AMI) as defined by HUD.
- G. "Moderate-income household" means a household earning between 80% and 100% of the AMI.
- H. "Multifamily housing or Multi-unit" means a building with 10 or more dwelling units used for permanent residential occupancy.

**3.54.030 Applicability.** Multifamily housing projects in designated residential targeted areas resulting from new construction or rehabilitation or conversion of vacant, underutilized, or substandard buildings may be entitled to a limited exemption from ad valorem property taxation as set forth in this chapter.

**3.54.040 Terms of the Tax Exemption.**

A. Duration of Exemption. The value of new housing construction, conversion, and rehabilitation improvements qualifying under this chapter is exempt from ad valorem property taxation, as follows:

1. For properties for which applications for certificates of tax exemption eligibility are submitted under this chapter, the value is exempt:
  - a. For 12 successive years beginning January 1st of the year immediately following the calendar year of issuance of the certificate, if the property otherwise qualifies for the exemption under this chapter and meets the conditions in this subsection (A)(1)(a). For the property to qualify for the 12-year exemption under this subsection, the applicant must commit to renting or selling at least 20 percent of the multifamily housing units as affordable housing units to low- and moderate-income households, and the property must satisfy that commitment, and any additional affordability and income eligibility conditions adopted by the local government under this chapter. In the case of projects intended exclusively for owner occupancy, the minimum requirement of this subsection (A)(1)(a) may be satisfied solely through housing affordable to moderate-income households.

C. Limits on Exemption. The exemption does not apply:

1. To the value of land or to the value of non-housing-related improvements not qualifying under this chapter.
2. In the case of rehabilitation of existing buildings, to the value of improvements constructed prior to submission of the completed application required under this chapter.
3. To increases in assessed valuation made by the Pierce County Assessor on nonqualifying portions of building or other improvements and value of land, nor to increases made by lawful order of a county board of equalization, the Department of Revenue, or Pierce County, to a class of property throughout the county or specific area of the county to achieve the uniformity of assessment or appraisal required by law.

D. Conclusion of Exemption. At the conclusion of the exemption period, the new or rehabilitated housing cost shall be considered as new construction for the purposes of chapter 84.55 RCW.

**3.54.050 Project Eligibility.** A proposed multifamily housing project must meet the following requirements for consideration for a property tax exemption:

- A. Location. The project must be located within a residential targeted area as defined in GHMC 3.54.XXX

- B. **Tenant Displacement Prohibited.** The project must not displace existing residential tenants of structures that are proposed for redevelopment. If the property proposed to be rehabilitated is not vacant, an applicant shall provide each existing tenant housing of comparable size, quality, and price and a reasonable opportunity to relocate.
- C. **Noncompliance with Building Codes.** Existing dwelling units proposed for rehabilitation must fail to comply with one or more standards of the applicable state or city building codes.
- D. **Size of Project.** The new, converted, or rehabilitated multiple-unit housing must provide for a minimum of 50 percent of the space for permanent residential occupancy. The project, whether new, converted, or rehabilitated multiple-unit housing, must include at least 20 units of multifamily housing within a residential structure or as part of an urban development, except for projects involving occupied or vacant existing multifamily housing as provided in this subsection. In the case of existing multifamily housing that is occupied, or which has not been vacant for 12 months or more, the multifamily housing project must also provide for a minimum of four additional multifamily units for a total project of at least 10 units including the four additional units. Existing multifamily housing that has been vacant for 12 months or more does not have to provide additional units.
- E. **Proposed Completion Date.** New construction of multifamily housing and rehabilitation improvements must be completed within three years from the date of approval of the application.
- F. **Compliance with Guidelines and Standards.** The project must be designed to comply with the city's comprehensive plan, building, housing, and zoning codes, and any other applicable regulations. The project must also comply with any other standards and guidelines adopted by the city council for the residential targeted area.

**3.54.060 Application Procedure.** A property owner who wishes to propose a project for a tax exemption shall complete the following procedures:

- A. The application provided by the city shall be filed with the department along with the required fees as allowed by RCW 84.14.080.
- B. A complete application shall include:
  - 1. A completed City of Gig Harbor application form setting forth the grounds for the exemption.
  - 2. Preliminary floor and site plans of the proposed project.
  - 3. A statement acknowledging the potential tax liability when the project ceases to be eligible under this chapter.
  - 4. An affidavit stating the occupancy record of the property for a period of 12 months prior to filing the application.
  - 5. Verification by oath or affirmation of the information submitted.
  - 6. For rehabilitation projects, the applicant shall provide a report prepared by a registered architect identifying property noncompliance with the building codes. This report shall identify specific code violations and must include supporting data that satisfactorily explains and proves the presence of a

violation. Supporting data must include a narrative and such graphic materials as needed to support this application. Graphic materials may include, but are not limited to, building plans, building details, and photographs.

**3.54.070 Application for conditional certificate.** The director may certify as eligible an application which is determined to comply with the requirements of this chapter. A decision to approve or deny an application shall be made within 90 calendar days of receipt of a complete application.

A. Application. The director may approve the application if he/she finds that:

1. A minimum of 20 new units are being constructed, or in the case of occupied rehabilitation or conversion within 12 months of occupancy, a minimum of four additional multifamily units for a total project of at least 10 units including the four additional multifamily units are being developed.
2. The proposed project is or will be, at the time of completion, in conformance with all applicable local plans and regulations.
3. The owner has complied with all standards and guidelines adopted by the city under this chapter.
4. The site is located in the residential targeted area.
5. If applicable, the proposed multiunit housing project meets the affordable housing requirements as described in GHMC 3.54.040.

B. Approval of Application. If an application is approved, the applicant shall enter into a contract with the city, regarding the terms and conditions of implementation of the project, and the director shall issue a conditional certificate of acceptance of tax exemption. The conditional certificate shall expire three years from the date of approval unless an extension is granted as provided in this chapter.

C. Denial of Application. If an application is denied, the director shall state in writing the reasons for denial and shall send notice to the applicant at the applicant's last known address within 10 calendar days of the denial.

D. Appeal. Per RCW 84.14.070, an applicant may appeal a denial to the city council within 30 calendar days of receipt of the denial by filing a complete appeal application and fee with the director. The appeal before the city council will be based on the record made before the director. The director's decision will be upheld unless the applicant can show that there is no substantial evidence on the record to support the director's decision. The city council's decision on appeal will be final.

**3.54.080 Extension of conditional certificate.**

A. Extension. The conditional certificate and time for completion of the project may be extended by the director for a period not to exceed a total of 24 consecutive months. To obtain an extension, the applicant must submit a written request with a fee stating the grounds for the extension. An extension may be granted if the director determines that:

1. The anticipated failure to complete construction or rehabilitation within the required time period is due to circumstances beyond the control of the owner;
2. The owner has been acting and could reasonably be expected to continue to act in good faith and with due diligence; and

3. All the conditions of the original contract between the applicant and the city will be satisfied upon completion of the project.

B. Denial of Extension. If an extension is denied, the director shall state in writing the reason for denial and shall send notice to the applicant's last known address within 15 calendar days of the denial.

C. Appeal. An applicant may appeal the denial of an extension to the hearing examiner pursuant to chapter GHMC 19.06 within 14 calendar days of receipt of the denial by filing a complete appeal application and fee with the director. The appeal before the hearing examiner shall be processed as a Type II director decision pursuant to chapter GHMC 19.01. No appeal to the city council is provided from the hearing examiner's decision. The applicant may appeal the hearing examiner's decision to the Pierce County Superior Court, if the appeal is filed within 30 calendar days of receiving notice of that decision.

**3.54.090 Application for final certificate.** Upon completion of the improvements agreed upon in the contract between the applicant and the city and upon issuance of a certificate of occupancy, the applicant may request a final certificate of tax exemption by filing with the director the following:

A. A statement of expenditures made with respect to each multifamily housing unit and the total expenditures made with respect to the entire property;

B. A description of the completed work and a statement of qualification for the exemption;

C. A statement that the work was completed within the required three-year period or any authorized extension; and

D. If applicable, that the project meets the affordable housing requirements as described in RCW 84.14.020.

**3.54.100 Issuance of final certificate.** Within 30 calendar days of receipt of all materials required for a final certificate, the director shall determine whether the specific improvements satisfy the requirements of the contract, application, and this chapter.

A. Granting of Final Certificate. If the director determines that the project has been completed in accordance with this chapter and the contract between the applicant and the city, and has been completed within the authorized time period, the city shall, within 10 calendar days of the expiration of the 30-day review period above, file a final certificate of tax exemption with the Pierce County Assessor.

B. Denial of Final Certificate. The director shall notify the applicant in writing that a final certificate will not be filed if the director determines that:

1. The improvements were not completed within the authorized time period;

2. The improvements were not completed in accordance with the contract between the applicant and the city; or

3. The owner's property is otherwise not qualified under this chapter.

C. Appeal. Pursuant to RCW 84.14.090(6), an applicant may appeal a denial to the hearing examiner pursuant to chapter GHMC 19.06 within 14 calendar days of issuance of the denial of a final certificate by filing a complete appeal application and fee with the director. The appeal before the hearing examiner shall be processed as a Type II director decision pursuant to chapter GHMC 19.01. No appeal to the city council is

provided from the hearing examiner's decision. The applicant may appeal the hearing examiner's decision to the Pierce County Superior Court if the appeal is filed within 30 calendar days of receiving notice of that decision.

**3.54.110 Annual compliance review.**

A. Within 30 calendar days after the first anniversary of the date of filing the final certificate of tax exemption and each year for the tax exemption period, the property owner shall be required to file a notarized declaration with the director indicating the following:

1. A statement of occupancy and vacancy of the multifamily units during the previous 12 months;
2. A certification by the owner that the property has not changed use and, if applicable, that the property has been in compliance with the affordable housing requirements as described in RCW 84.14.020 since the date of the certificate approved by the city;
3. A description of changes or improvements constructed after issuance of the certificate of tax exemption; and
4. Any information needed by the city to file its report pursuant to subsection (B) of this section and any additional information requested by the city in regards to the units receiving a tax exemption.

B. The city shall report annually by December 31st of each year, beginning in 2026, to the Department of Community, Trade, and Economic Development. The report must include the following information:

1. The number of tax exemption certificates granted;
2. The total number and type of units produced or to be produced;
3. The number and type of units produced or to be produced meeting affordable housing requirements;
4. The actual development cost of each unit produced;
5. The total monthly rent or total sale amount of each unit produced;
6. The income of each renter household at the time of initial occupancy and the income of each initial purchaser of owner-occupied units at the time of purchase for each of the units receiving a tax exemption and a summary of these figures for the city; and
7. The value of the tax exemption for each project receiving a tax exemption and the total value of tax exemptions granted.

C. City staff may also conduct on-site verification of the declaration. Failure to submit the annual declaration shall result in a review of the exemption per RCW 84.14.110.

**3.54.120 Cancellation of tax exemption.** If the director determines the owner is not complying with the terms of the contract or this chapter, the tax exemption shall be canceled. This cancellation may occur in conjunction with the annual review or at any other time when noncompliance has been determined. If the owner intends to convert the multifamily housing to another use, the owner shall notify the director and the Pierce County Assessor in writing within 60 calendar days of the change in use.

A. Effect of Cancellation. If a tax exemption is canceled due to a change in use or other noncompliance, the following taxes and penalties will apply:

1. Additional real property tax, plus interest, shall be imposed based upon the value of the nonqualifying improvements. This additional tax is calculated based upon the difference between the property tax paid and the property tax that would have been paid if it had included the value of the nonqualifying improvements dated back to the date that the improvements were converted to a nonqualifying use.

2. A penalty shall be imposed amounting to 20 percent of the value of the additional property tax plus interest.

3. The interest is calculated at the same statutory rate charged on delinquent property taxes from the dates on which the additional property tax could have been paid without penalty if the improvements had been assessed at full value without regard to this tax exemption program.

4. The additional taxes, interest and penalties will become a lien on the land and attach at the time the property or portion of the property is removed from multifamily use or the amenities no longer meet applicable requirements. The lien has priority over and must be fully paid and satisfied before a recognizance, mortgage, judgment, debt, obligation, or responsibility to or with which the land may become charged or liable. The lien may be foreclosed upon expiration of the same period after delinquency and in the same manner provided by law for foreclosure of liens for delinquent real property taxes. An additional tax unpaid on its due date is delinquent. From the date of delinquency until paid, interest must be charged at the same rate applied by law to delinquent ad valorem property taxes.

B. Notice of Cancellation. Pursuant to RCW 84.14.110(2), upon determining that a tax exemption is to be canceled, the director shall notify the owner by mail, return receipt requested.

C. Appeal. The property owner may appeal the determination of cancellation of the tax exemption to the hearing examiner pursuant to chapter GHMC 19.06 within 14 calendar days of cancellation by filing a complete appeal application and fee with the director.

The appeal before the hearing examiner shall be processed as a Type II director decision pursuant to chapter GHMC 19.01. No appeal to the city council is provided from the hearing examiner's decision. The applicant may appeal the hearing examiner's decision to the Pierce County Superior Court, if the appeal is filed within 30 calendar days of receiving notice of that decision.

**3.54.130 Conflict of provisions.** If any provision of this chapter is in legal conflict with the provisions of chapter 84.14 RCW, the provisions of chapter 84.14 RCW shall apply as if set forth in this chapter.

## EXHIBIT B

### 19.01.003 Project permit application framework.

#### A. Action Type.

|                                                                       | <b>PROCEDURE FOR PROJECT PERMIT APPLICATIONS<br/>(TYPE I – IV)</b> |                                                               |                                                       |                                                       |                                                  | <b>LEGISLATIVE</b>                                                    |
|-----------------------------------------------------------------------|--------------------------------------------------------------------|---------------------------------------------------------------|-------------------------------------------------------|-------------------------------------------------------|--------------------------------------------------|-----------------------------------------------------------------------|
|                                                                       | <b>TYPE I</b>                                                      | <b>TYPE II</b>                                                | <b>TYPE III</b>                                       | <b>TYPE III-A</b>                                     | <b>TYPE IV</b>                                   | <b>TYPE V</b>                                                         |
| Recommendation made by:                                               | N/A                                                                | N/A                                                           | N/A                                                   | N/A                                                   | N/A; Planning commission for site specific zones | Planning commission                                                   |
| Final decision made by:                                               | Director                                                           | Director                                                      | Hearing examiner                                      | Hearing examiner                                      | City council                                     | City council                                                          |
| Notice of application:                                                | No                                                                 | Yes                                                           | Yes                                                   | Yes                                                   | Yes                                              | No                                                                    |
| Open record public hearing or open record appeal of a final decision: | No                                                                 | Only if appealed, open record hearing before hearing examiner | Yes, before hearing examiner to render final decision | Yes, before hearing examiner to render final decision | No                                               | Yes, before planning commission which makes recommendation to council |
| Closed record appeal/final decision:                                  | No                                                                 | No                                                            | No                                                    | No                                                    | Yes, before council to render final decision     | Yes, or council could hold its own hearing                            |
| Judicial appeal:                                                      | Yes                                                                | Yes                                                           | Yes                                                   | Yes                                                   | Yes                                              | Yes                                                                   |

#### B. Decisions.

| <b>TYPE I</b>          | <b>TYPE II</b>         | <b>TYPE III</b>                | <b>TYPE III-A</b>                                  | <b>TYPE IV</b> | <b>TYPE V</b>                     |
|------------------------|------------------------|--------------------------------|----------------------------------------------------|----------------|-----------------------------------|
| Final short plat       | Preliminary short plat | Plat vacations and alterations | Preliminary plats/major preliminary plat revisions | Final plats    | Comprehensive plan amendments     |
| Minor site plan review | Major site plan review | Conditional use permit         | Preliminary PRD/PUD                                | Final PRD/PUD  | Development regulation amendments |

| TYPE I                                            | TYPE II                                                | TYPE III                                                                         | TYPE III-A             | TYPE IV                           | TYPE V                                                  |
|---------------------------------------------------|--------------------------------------------------------|----------------------------------------------------------------------------------|------------------------|-----------------------------------|---------------------------------------------------------|
| Minor amendments to PUD/PRD                       | Alternative design review <sup>1</sup>                 | General variances, sign permit variances, height restriction area variance       | Major amendment to PRD | Site-specific rezone <sup>3</sup> | Zoning text amendments; area-wide zoning map amendments |
| Special use permits                               | Binding site plan                                      | Shoreline substantial development, shoreline variance, shoreline conditional use |                        |                                   | Annexations                                             |
| Temporary trailers                                | Revisions to shoreline management permits <sup>2</sup> | Major amendments to PUD                                                          |                        |                                   |                                                         |
| Sign permits                                      | Administrative variances                               |                                                                                  |                        |                                   |                                                         |
| Administrative design review <sup>1</sup>         | Administrative interpretations                         | Mobile/manufactured home park or subdivision                                     |                        |                                   |                                                         |
| Land clearing                                     | Shoreline permit exemptions <sup>2</sup>               | Performance-based height exception                                               |                        |                                   |                                                         |
| Home occupation permit                            | Short-term rental permit                               | Changes from one nonconforming use to another                                    |                        |                                   |                                                         |
| Alternative landscape plan                        |                                                        |                                                                                  |                        |                                   |                                                         |
| Nonconforming review                              |                                                        | Critical area variances                                                          |                        |                                   |                                                         |
| Minor preliminary plat revisions                  |                                                        | Critical area reasonable use exceptions                                          |                        |                                   |                                                         |
| Boundary line adjustment                          |                                                        |                                                                                  |                        |                                   |                                                         |
| Multifamily tax exemption conditional certificate |                                                        |                                                                                  |                        |                                   |                                                         |
| Multifamily tax exemption final certificate       |                                                        |                                                                                  |                        |                                   |                                                         |

- 1 In addition to the procedures in this title, applications for design review shall follow the procedures set forth in Chapter [17.98](#) GHMC.
- 2 The notice of application requirements of GHMC [19.02.004](#) and notice of decision requirements of GHMC [19.02.007](#) shall not apply to shoreline permit exemptions. The decision shall be subject to the procedural requirements of Shoreline Master Program subsection 8.2.3 and the appeal procedures of GHMC [19.06.004](#).
- 3 A site-specific rezone may have only one public hearing to be conducted by the city's planning commission.



**To: Mayor Barber and City Council**  
**From: David Rodenbach, Finance Director**  
**Date: April 28, 2025**  
**Subject: First Quarter Financial Report**

The quarterly financial reports for the first quarter of 2025 are attached. Fund 121 City Building Capital Fund has been added to the 2025-26 biennial budget.

Total resources, which include all revenues, non-revenues, and beginning fund balances, are at thirty-seven (37%) percent of the 2025-26 budget. City-wide revenues, across all funds, excluding internal transfers, loan receipts and beginning and ending fund balances, are eleven (11%) percent. Expenditures are at six (6%) percent of the biennial budget.

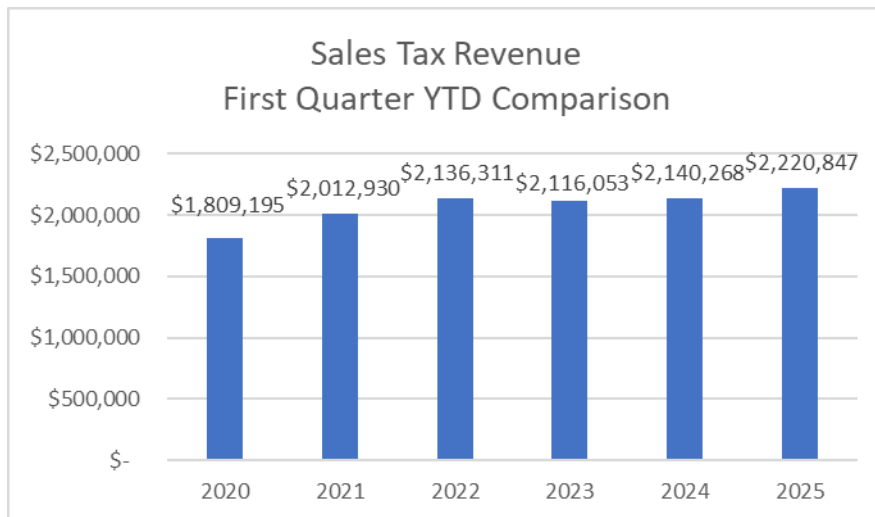
### **General Fund Revenues**

General Fund revenues (excluding beginning balances) are nine (9%) percent of the biennial budget.

| <b>General Fund Revenues 2025-26</b> |                      |                     |                |                        |
|--------------------------------------|----------------------|---------------------|----------------|------------------------|
| <b>Budget vs. Actuals</b>            |                      |                     |                |                        |
|                                      | Budgeted<br>Revenue  | Actual<br>Revenue   | %<br>Collected | Balance                |
| Taxes                                |                      |                     |                |                        |
| Property                             | \$ 7,013,602         | 116,767             | 2%             | \$ (6,896,835)         |
| Sales                                | 20,076,527           | 2,266,025           | 11%            | (17,810,502)           |
| B&O Private Utility                  | 2,657,660            | 384,215             | 14%            | (2,273,445)            |
| City Utility                         | 1,195,448            | 117,914             | 10%            | (1,077,534)            |
| Other                                | 651,111              | 142,300             | 22%            | (508,811)              |
| <b>Sub-Total Taxes</b>               | <b>\$ 31,594,348</b> | <b>\$ 3,027,220</b> | <b>10%</b>     | <b>\$ (28,567,128)</b> |
| Licenses & Permits                   | 2,415,764            | 294,078             | 12%            | (2,121,686)            |
| Intergovernmental                    | 771,223              | 51,331              | 7%             | (719,892)              |
| Charges for Services                 | 377,861              | 28,775              | 8%             | (349,086)              |
| Fines & Forfeitures                  | 200,309              | 23,361              | 12%            | (176,948)              |
| Miscellaneous                        | 1,124,499            | 120,037             | 11%            | (1,004,462)            |
| Transfers and other Sources of Funds | 1,465,933            | 4,761               |                | (1,461,172)            |
| <b>Sub-Total</b>                     | <b>\$ 6,355,589</b>  | <b>\$ 522,343</b>   | <b>8%</b>      | <b>\$ (5,833,246)</b>  |
| <b>Total General Fund</b>            | <b>\$ 37,949,937</b> | <b>\$ 3,549,563</b> | <b>9%</b>      | <b>\$ (34,400,374)</b> |

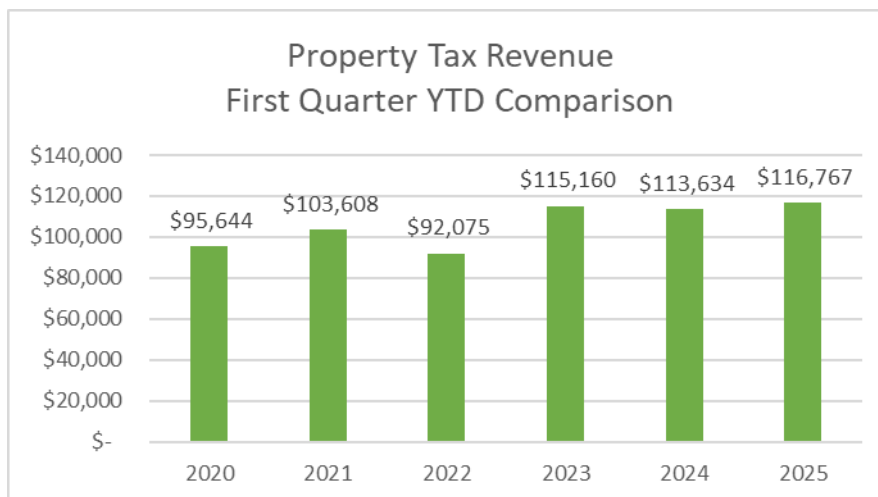
## **Sales Tax Revenue**

First quarter year-to-date sales tax revenue is illustrated below for years 2020 through 2025. Sales tax is at 11% of the biennial budget for 2025-26.



## **Property Tax Revenue**

First quarter year-to-date revenue from property taxes, 2020 through 2025, is shown below. Property taxes are at 2% of the biennial budget for 2025-26.

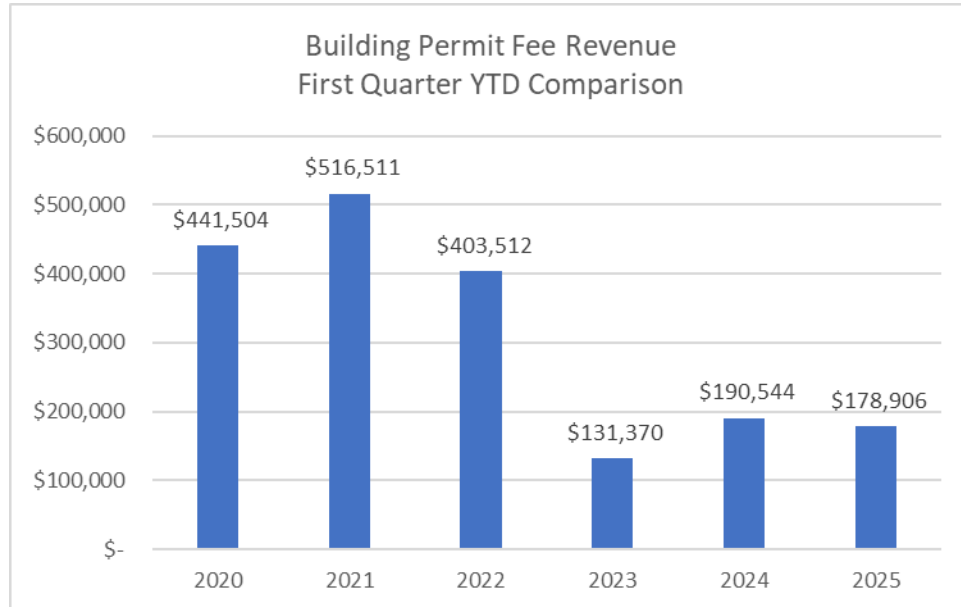


## **Transportation Benefit District**

The City began receiving revenue in the second quarter of 2020 from the Transportation Benefit District (TBD). Total TBD resources are \$6,948,333.

## **Building Permit Fee Revenue**

First quarter year-to-date revenue from building permit fees, 2020 through 2025, is shown below:



## **General Fund Expenditures**

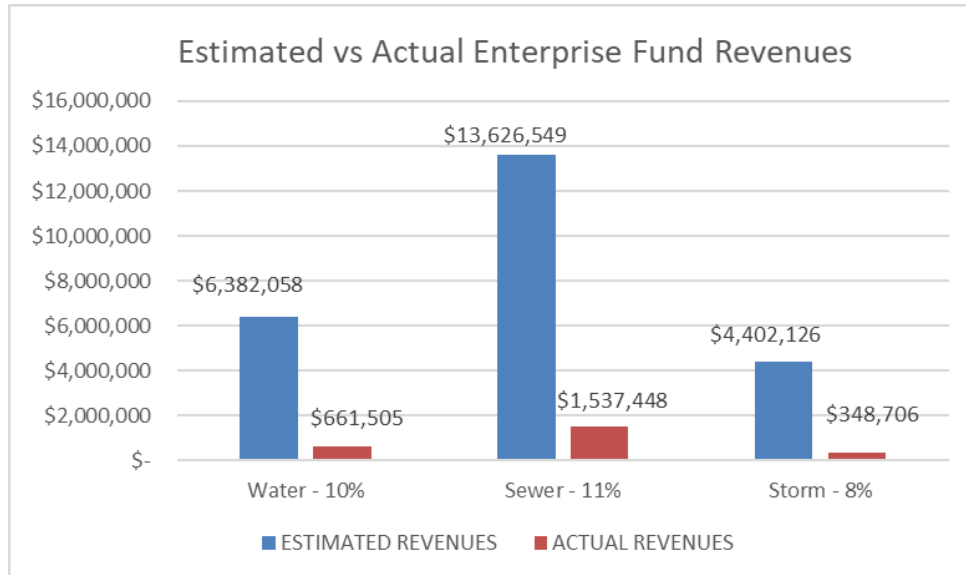
General fund expenditures are at seven (7%) percent of the biennial budget.

| <b>General Fund Expenditures 2025-26</b> |                           |                               |                            |                            |                  |  |
|------------------------------------------|---------------------------|-------------------------------|----------------------------|----------------------------|------------------|--|
| <b>By Department</b>                     |                           |                               |                            |                            |                  |  |
| <b>FUND NO.</b>                          | <b>DESCRIPTION</b>        | <b>ESTIMATED EXPENDITURES</b> | <b>ACTUAL EXPENDITURES</b> | <b>BALANCE OF ESTIMATE</b> | <b>PERCENT %</b> |  |
| 001                                      | GENERAL GOVERNMENT        |                               |                            |                            |                  |  |
| 01                                       | NON-DEPARTMENTAL          | \$ 9,086,609                  | \$ 525,895                 | \$ 8,560,714               | 6%               |  |
| 02                                       | LEGISLATIVE               | 164,494                       | 17,249                     | 147,245                    | 10%              |  |
| 03                                       | MUNICIPAL COURT           | 1,517,300                     | 126,079                    | 1,391,221                  | 8%               |  |
| 04                                       | ADMINISTRATIVE/FINANCIAL  | 5,814,774                     | 418,620                    | 5,396,154                  | 7%               |  |
| 06                                       | POLICE                    | 13,760,413                    | 1,158,335                  | 12,602,078                 | 8%               |  |
| 14                                       | COMMUNITY DEVELOPMENT     | 5,812,700                     | 380,811                    | 5,431,889                  | 7%               |  |
| 15                                       | PARKS AND RECREATION      | 4,046,550                     | 249,819                    | 3,796,731                  | 6%               |  |
| 16                                       | BUILDING                  | 1,032,526                     | 87,292                     | 945,235                    | 8%               |  |
| <b>001</b>                               | <b>TOTAL GENERAL FUND</b> | <b>\$ 41,235,366</b>          | <b>\$ 2,964,101</b>        | <b>\$ 38,271,265</b>       | <b>7%</b>        |  |

## Water, Sewer and Storm

### Revenues:

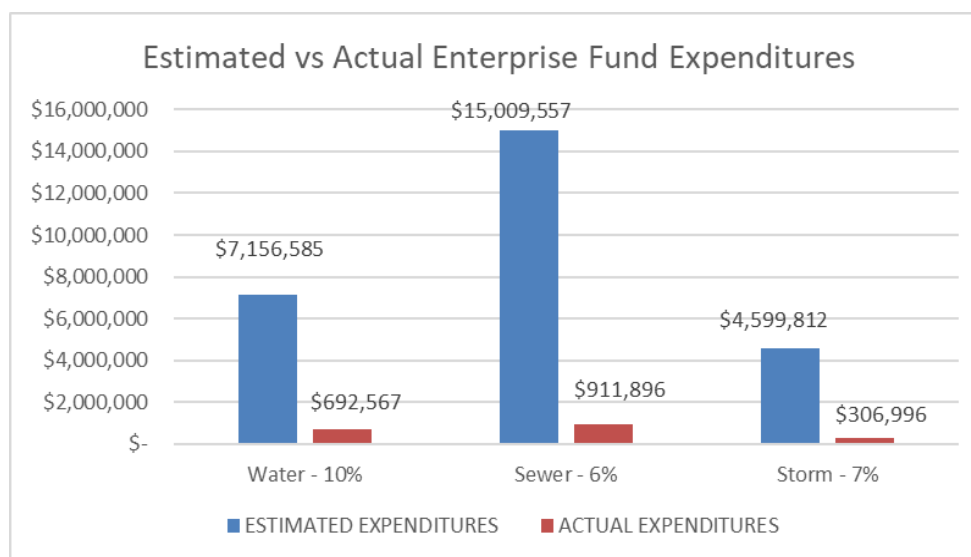
Water, Sewer and Storm Sewer revenues are ten (10%) percent, eleven (11%) percent and eight (8%) percent of the biennial budget.



## Water, Sewer and Storm

### Expenditures:

Expenditures for the three funds are at ten (10%) percent, six (6%) percent and seven (7%) percent of the 2025-26 budget.



## **Cash & Investments**

Cash balances are adequate in all funds. The balance of cash and investments across all funds as of March 31, 2025 exceeds \$59.0 million.

| <b>Composition of Cash and Investments</b> |    |            |
|--------------------------------------------|----|------------|
| CASH ON HAND                               | \$ | 300        |
| CASH IN BANK                               |    | 1,584,579  |
| LOCAL GOV'T INVESTMENT POOL                |    | 37,557,712 |
| OTHER INVESTMENTS                          |    | 20,020,928 |
|                                            | \$ | 59,163,519 |

### **US Bank Safekeeping Investments:**

In June 2022, in coordination with Time Value Investments (TVI) and US Bank Safekeeping, we moved \$20 million of idle City funds from the Washington State Treasurer's Local Government Investment Pool (LGIP) to create a portfolio of securities earning higher interest rates (summarized below). The portfolio consists of twelve securities ranging from six months maturity to three years.

| <b>Security Type</b> | <b>Par Value</b> | <b>Coupon</b> | <b>Yield</b> | <b>Maturity Date</b> |
|----------------------|------------------|---------------|--------------|----------------------|
| FFCB                 | 2,000,000        | 3.375         | 3.120        | 6/20/2025            |
| FHLB                 | 2,000,000        | 3.375         | 3.330        | 12/23/2025           |
| FHLB                 | 2,000,000        | 1.010         | 3.320        | 7/28/2026            |
| FNMA                 | 2,000,000        | 0.875         | 3.325        | 12/18/2026           |
| FHLB                 | 2,000,000        | 1.020         | 3.360        | 2/24/2027            |
| FHLMC                | 900,000          | 0.510         | 4.320        | 3/30/2026            |
| FHLMC                | 2,150,000        | 0.375         | 4.700        | 9/23/2025            |
| FNMA                 | 1,000,000        | 1.875         | 4.350        | 9/24/2026            |
| FAMCA                | 2,000,000        | 4.875         | 4.550        | 5/3/2027             |
| FNMA                 | 2,240,000        | 0.750         | 4.335        | 10/8/2027            |
| US Treasury          | 2,000,000        | 3.125         | 4.240        | 8/31/2027            |
| US Treasury          | 1,000,000        | 4.375         | 3.910        | 8/31/2028            |



# **CASH AND INVESTMENTS BIENNIAL-TO-DATE ACTIVITY AS OF MARCH 31, 2025**

| FUND NO. | DESCRIPTION                     | BEGINNING CASH AND INVESTMENTS | REVENUES            | EXPENDITURES        | OTHER CHANGES         | ENDING CASH AND INVESTMENTS |
|----------|---------------------------------|--------------------------------|---------------------|---------------------|-----------------------|-----------------------------|
| 001      | GENERAL GOVERNMENT              | \$ 7,582,404                   | \$ 3,549,563        | \$ 2,964,101        | \$ (1,665,061)        | \$ 6,502,805                |
| 101      | STREET FUND                     | 558,632                        | 77,622              | 484,226             | (51,597)              | 100,431                     |
| 102      | STREET CAPITAL FUND             | 1,417,877                      | 1,100,344           | 375,781             | (676,560)             | 1,465,880                   |
| 103      | SENIOR CAPITAL FUND             | 224,006                        | 2,404               | -                   | -                     | 226,410                     |
| 104      | PEDESTRIAN SAFETY FUND          | 6,079                          | 65                  | -                   | -                     | 6,144                       |
| 105      | DRUG INVESTIGATION FUND         | 18,020                         | 193                 | -                   | -                     | 18,214                      |
| 106      | DRUG INVESTIGATION FUND         | 5,592                          | 60                  | -                   | -                     | 5,652                       |
| 107      | HOTEL-MOTEL FUND                | 908,367                        | 98,469              | 80,282              | (67,708)              | 858,847                     |
| 108      | PUBLIC ART CAPITAL PROJECTS     | 28,018                         | 301                 | -                   | -                     | 28,318                      |
| 109      | PARK DEVELOPMENT FUND           | 727,205                        | 477,042             | 644,366             | (548,246)             | 11,636                      |
| 111      | STRATEGIC RESERVE FUND          | 2,924,137                      | 31,377              | -                   | -                     | 2,955,514                   |
| 112      | EQUIPMENT RESERVE FUND          | 549,829                        | 5,900               | -                   | -                     | 555,729                     |
| 113      | CONTRIBUTIONS/DONATIONS         | -                              | -                   | -                   | -                     | -                           |
| 121      | CITY BUILDING CAPITAL FUND      | -                              | -                   | -                   | -                     | -                           |
| 208      | LTGO BOND REDEMPTION            | 87,122                         | 935                 | -                   | -                     | 88,057                      |
| 211      | UTGO BOND REDEMPTION            | 79,330                         | 860                 | -                   | -                     | 80,189                      |
| 301      | PROPERTY ACQUISITION FUND       | 3,157,770                      | 146,784             | 7                   | -                     | 3,304,547                   |
| 305      | GENERAL GOVT CAPITAL IMPR       | 2,479,284                      | 139,494             | 7                   | -                     | 2,618,771                   |
| 309      | IMPACT FEE TRUST                | 3,010,193                      | 285,008             | -                   | (4,653)               | 3,290,548                   |
| 310      | HOSPITAL BENEFIT ZONE           | 4,556,294                      | 40,506              | 170,039             | -                     | 4,426,761                   |
| 401      | WATER OPERATING                 | 2,283,032                      | 661,505             | 692,567             | (53,658)              | 2,198,312                   |
| 402      | SEWER OPERATING                 | 6,618,375                      | 1,537,448           | 911,896             | 171,604               | 7,415,531                   |
| 403      | SHORECREST RESERVE FUND         | 316,969                        | 7,805               | 172                 | 4,010                 | 328,613                     |
| 407      | UTILITY RESERVE                 | 1,544,882                      | 9,716               | 13                  | -                     | 1,554,585                   |
| 408      | UTILITY BOND REDEMPTION         | 291,269                        | 3,125               | -                   | -                     | 294,394                     |
| 410      | SEWER CAPITAL CONSTRUCTION      | 5,555,487                      | 74,117              | 172,624             | (245,954)             | 5,211,026                   |
| 411      | STORM SEWER OPERATING FUND      | 2,077,720                      | 348,706             | 306,996             | 305,161               | 2,424,592                   |
| 412      | STORM SEWER CAPITAL             | 2,184,432                      | 125,547             | 37,570              | (308,550)             | 1,963,858                   |
| 420      | WATER CAPITAL ASSETS            | 5,350,534                      | 75,712              | 586,305             | (560,066)             | 4,279,875                   |
| 631      | MUNICIPAL COURT                 | -                              | 17,823              | 6,502               | (11,322)              | -                           |
| 650      | TRANSPORTATION BENEFIT DISTRICT | 6,309,553                      | 638,780             | 52                  | -                     | 6,948,281                   |
|          |                                 | <u>\$ 60,852,412</u>           | <u>\$ 9,457,212</u> | <u>\$ 7,433,504</u> | <u>\$ (3,712,600)</u> | <u>\$ 59,163,520</u>        |

## **COMPOSITION OF CASH AND INVESTMENTS AS OF MARCH 31, 2025**

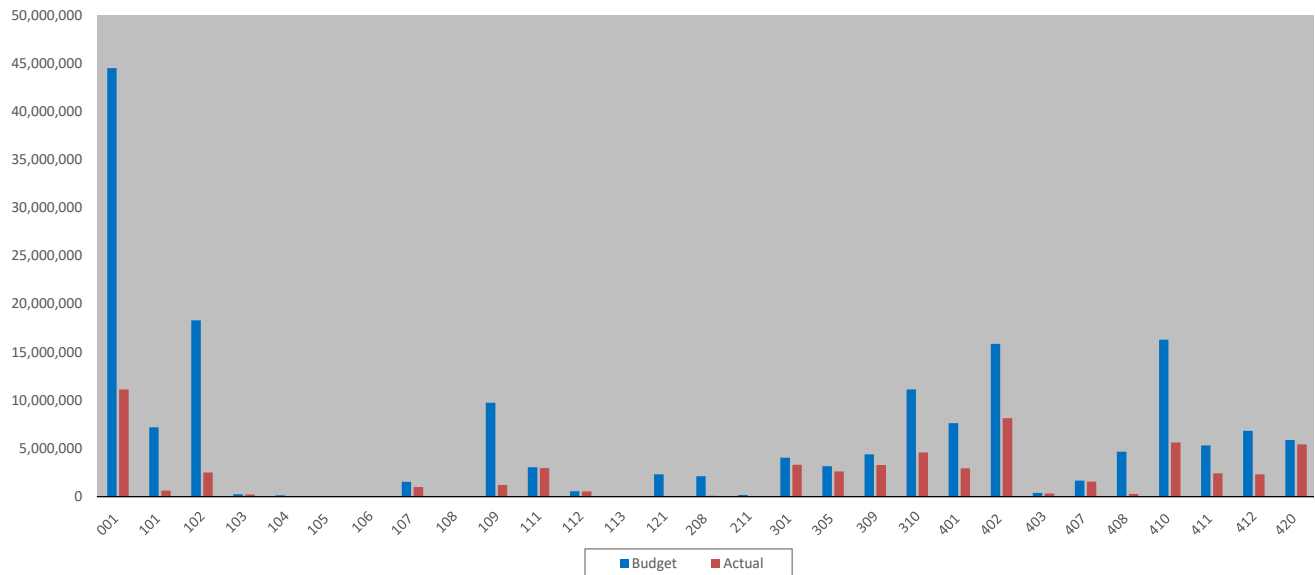
|                             | MATURITY            | RATE       | BALANCE              |
|-----------------------------|---------------------|------------|----------------------|
| CASH ON HAND                |                     |            | \$ 300               |
| CASH IN BANK                |                     |            | 1,584,579            |
| LOCAL GOV'T INVESTMENT POOL | (Net Earnings Rate) | 4.3995%    | 37,557,712           |
| OTHER INVESTMENTS           |                     | 3.905% avg | 20,020,928           |
|                             |                     |            | <u>\$ 59,163,519</u> |



# **BIENNIAL-TO-DATE RESOURCE SUMMARY AND COMPARISON TO BUDGET AS OF MARCH 31, 2025**

| FUND NO. | DESCRIPTION                     | ESTIMATED RESOURCES | ACTUAL RESOURCES | BALANCE OF ESTIMATE | PERCENTAGE (ACTUAL/EST.) |
|----------|---------------------------------|---------------------|------------------|---------------------|--------------------------|
| 001      | GENERAL GOVERNMENT              | 44,510,958          | \$ 11,131,967    | \$ 33,378,991       | 25%                      |
| 101      | STREET FUND                     | 7,195,788           | 636,254          | 6,559,534           | 9%                       |
| 102      | STREET CAPITAL FUND             | 18,309,792          | 2,518,220        | 15,791,572          | 14%                      |
| 103      | SENIOR CAPITAL FUND             | 238,251             | 226,410          | 11,841              | 95%                      |
| 104      | PEDESTRIAN SAFETY FUND          | 128,960             | 6,144            | 122,816             | 5%                       |
| 105      | DRUG INVESTIGATION FUND         | 20,327              | 18,214           | 2,113               | 90%                      |
| 106      | DRUG INVESTIGATION FUND         | 7,773               | 5,652            | 2,121               | 73%                      |
| 107      | HOTEL-MOTEL FUND                | 1,533,962           | 1,006,837        | 527,125             | 66%                      |
| 108      | PUBLIC ART CAPITAL PROJECTS     | 29,879              | 28,318           | 1,561               | 95%                      |
| 109      | PARK DEVELOPMENT FUND           | 9,751,432           | 1,204,248        | 8,547,184           | 12%                      |
| 111      | STRATEGIC RESERVE FUND          | 3,062,844           | 2,955,514        | 107,330             | 96%                      |
| 112      | EQUIPMENT RESERVE FUND          | 565,933             | 555,729          | 10,204              | 98%                      |
| 113      | DONATIONS/CONTRIBUTIONS         |                     |                  | -                   | #N/A                     |
| 121      | CITY BUILDING CAPITAL FUND      | 2,322,500           |                  | 2,322,500           |                          |
| 208      | LTGO BOND REDEMPTION            | 2,123,606           | 88,057           | 2,035,549           | 4%                       |
| 211      | UTGO BOND REDEMPTION            | 168,395             | 80,189           | 88,206              | 48%                      |
| 301      | PROPERTY ACQUISITION FUND       | 4,043,736           | 3,304,554        | 739,182             | 82%                      |
| 305      | GENERAL GOVT CAPITAL IMPR       | 3,159,161           | 2,618,778        | 540,383             | 83%                      |
| 309      | IMPACT FEE TRUST                | 4,401,144           | 3,295,201        | 1,105,943           | 75%                      |
| 310      | HOSPITAL BENEFIT ZONE           | 11,139,439          | 4,596,800        | 6,542,639           | 41%                      |
| 401      | WATER OPERATING                 | 7,639,967           | 2,944,537        | 4,695,430           | 39%                      |
| 402      | SEWER OPERATING                 | 15,875,113          | 8,155,823        | 7,719,290           | 51%                      |
| 403      | SHORECREST RESERVE FUND         | 384,353             | 324,774          | 59,579              | 84%                      |
| 407      | UTILITY RESERVE                 | 1,659,512           | 1,554,598        | 104,914             | 94%                      |
| 408      | UTILITY BOND REDEMPTION         | 4,666,719           | 294,394          | 4,372,325           | 6%                       |
| 410      | SEWER CAPITAL CONSTRUCTION      | 16,305,103          | 5,629,604        | 10,675,499          | 35%                      |
| 411      | STORM SEWER OPERATING FUND      | 5,325,328           | 2,426,427        | 2,898,901           | 46%                      |
| 412      | STORM SEWER CAPITAL             | 6,834,348           | 2,309,979        | 4,524,369           | 34%                      |
| 420      | WATER CAPITAL ASSETS            | 5,876,208           | 5,426,246        | 449,962             | 92%                      |
| 631      | MUNICIPAL COURT                 |                     | 17,823           | (17,823)            | #N/A                     |
| 650      | TRANSPORTATION BENEFIT DISTRICT | 13,426,324          | 6,948,333        | 6,477,991           | 52%                      |
|          |                                 | \$ 190,706,855      | \$ 70,309,624    | \$ 120,397,231      | 37%                      |

**Estimated vs Actual Resources  
2025-26 Budget**

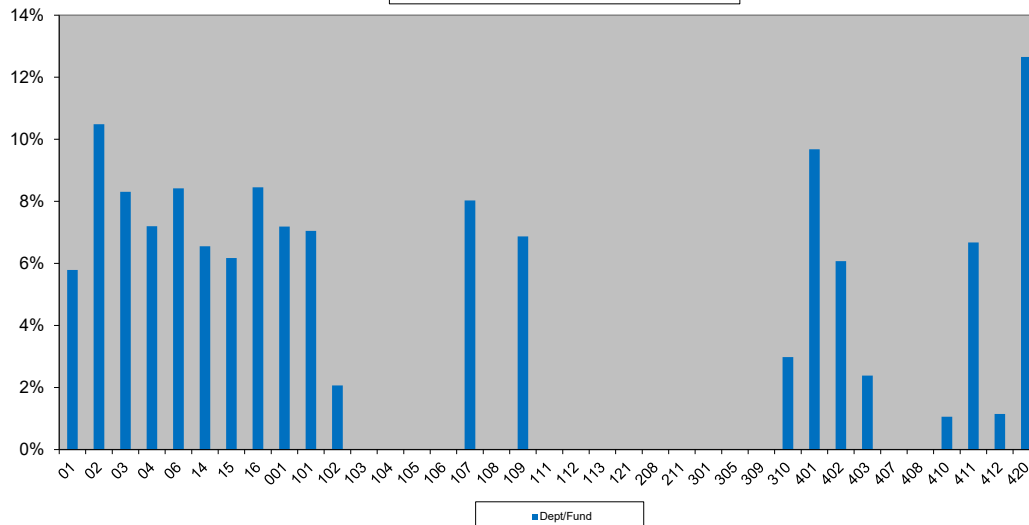




# **BIENNIAL-TO-DATE EXPENDITURE SUMMARY AND COMPARISON TO BUDGET AS OF MARCH 31, 2025**

| FUND NO. | DESCRIPTION                     | ESTIMATED EXPENDITURES | ACTUAL EXPENDITURES | BALANCE OF ESTIMATE   | PERCENTAGE (ACTUAL/EST.) |
|----------|---------------------------------|------------------------|---------------------|-----------------------|--------------------------|
| 001      | GENERAL GOVERNMENT              |                        |                     |                       |                          |
| 01       | NON-DEPARTMENTAL                | \$ 9,086,609           | \$ 525,895          | \$ 8,560,714          | 6%                       |
| 02       | LEGISLATIVE                     | 164,494                | 17,249              | 147,245               | 10%                      |
| 03       | MUNICIPAL COURT                 | 1,517,300              | 126,079             | 1,391,221             | 8%                       |
| 04       | ADMINISTRATIVE/FINANCIAL        | 5,814,774              | 418,620             | 5,396,154             | 7%                       |
| 06       | POLICE                          | 13,760,413             | 1,158,335           | 12,602,078            | 8%                       |
| 14       | COMMUNITY DEVELOPMENT           | 5,812,700              | 380,811             | 5,431,889             | 7%                       |
| 15       | PARKS AND RECREATION            | 4,046,550              | 249,819             | 3,796,731             | 6%                       |
| 16       | BUILDING                        | 1,032,526              | 87,292              | 945,235               | 8%                       |
| 001      | TOTAL GENERAL FUND              | 41,235,366             | 2,964,101           | 38,271,265            | 7%                       |
| 101      | STREET FUND                     | 6,870,560              | 484,226             | 6,386,334             | 7%                       |
| 102      | STREET CAPITAL FUND             | 18,183,200             | 375,781             | 17,807,419            | 2%                       |
| 103      | SENIOR CAPITAL FUND             | -                      | -                   | -                     | #N/A                     |
| 104      | PEDESTRIAN SAFETY FUND          | 128,960                | -                   | 128,960               |                          |
| 105      | DRUG INVESTIGATION FUND         | -                      | -                   | -                     | #N/A                     |
| 106      | DRUG INVESTIGATION FUND         | 6,000                  | -                   | 6,000                 |                          |
| 107      | HOTEL-MOTEL FUND                | 1,000,000              | 80,282              | 919,718               | 8%                       |
| 108      | PUBLIC ART CAPITAL PROJECTS     | -                      | -                   | -                     | #N/A                     |
| 109      | PARK DEVELOPMENT FUND           | 9,380,420              | 644,366             | 8,736,054             | 7%                       |
| 111      | STRATEGIC RESERVE FUND          | 850,000                | -                   | 850,000               |                          |
| 112      | EQUIPMENT RESERVE FUND          | 565,933                | -                   | 565,933               |                          |
| 113      | DONATIONS/CONTRIBUTIONS         | -                      | -                   | -                     | #N/A                     |
| 121      | CITY BUILDING CAPITAL FUND      | 2,322,500              | -                   | 2,322,500             |                          |
| 208      | LTGO BOND REDEMPTION            | 2,101,734              | -                   | 2,101,734             |                          |
| 211      | UTGO BOND REDEMPTION            | 168,395                | -                   | 168,395               |                          |
| 301      | PROPERTY ACQUISITION FUND       | 2,276,500              | 7                   | 2,276,493             | 0%                       |
| 305      | GENERAL GOVT CAPITAL IMPR       | 1,846,500              | 7                   | 1,846,493             | 0%                       |
| 309      | IMPACT FEE TRUST                | 2,400,000              | -                   | 2,400,000             |                          |
| 310      | HOSPITAL BENEFIT ZONE           | 5,703,080              | 170,039             | 5,533,041             | 3%                       |
| 401      | WATER OPERATING                 | 7,156,585              | 692,567             | 6,464,018             | 10%                      |
| 402      | SEWER OPERATING                 | 15,009,557             | 911,896             | 14,097,661            | 6%                       |
| 403      | SHORECREST RESERVE FUND         | 7,200                  | 172                 | 7,028                 | 2%                       |
| 407      | UTILITY RESERVE                 | -                      | 13                  | (13)                  | #N/A                     |
| 408      | UTILITY BOND REDEMPTION         | 4,530,967              | -                   | 4,530,967             |                          |
| 410      | SEWER CAPITAL CONSTRUCTION      | 16,299,319             | 172,624             | 16,126,695            | 1%                       |
| 411      | STORM SEWER OPERATING FUND      | 4,599,812              | 306,996             | 4,292,816             | 7%                       |
| 412      | STORM SEWER CAPITAL             | 3,271,700              | 37,570              | 3,234,130             | 1%                       |
| 420      | WATER CAPITAL ASSETS            | 4,633,268              | 586,305             | 4,046,963             | 13%                      |
| 631      | MUNICIPAL COURT                 | -                      | 6,502               | (6,502)               | #N/A                     |
| 650      | TRANSPORTATION BENEFIT DISTRICT | 10,218,765             | 52                  | 10,218,713            | 0%                       |
|          |                                 | <b>\$ 160,766,321</b>  | <b>\$ 7,433,504</b> | <b>\$ 153,332,817</b> | <b>5%</b>                |

**Expenditures as a Percentage of  
2025-26 Budget**





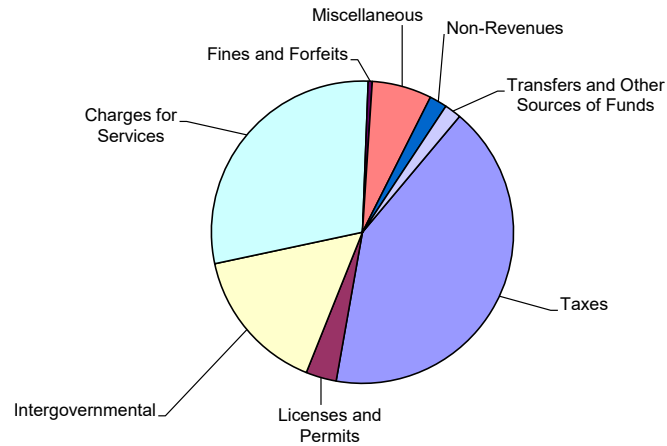
**BIENNIAL-TO-DATE REVENUE SUMMARY  
BY TYPE  
AS OF MARCH 31, 2025**

| <u>TYPE OF REVENUE</u>               | <u>AMOUNT</u> |
|--------------------------------------|---------------|
| Taxes                                | 3,941,838     |
| Licenses and Permits                 | 309,338       |
| Intergovernmental                    | 1,474,646     |
| Charges for Services                 | 2,737,739     |
| Fines and Forfeits                   | 41,184        |
| Miscellaneous                        | 604,115       |
| Non-Revenues                         | 178,352       |
| Transfers and Other Sources of Funds | 170,000       |
| Total Revenues                       | 9,457,212     |
| Beginning Cash Balance               | 60,852,412    |
| Total Resources                      | 70,309,624    |

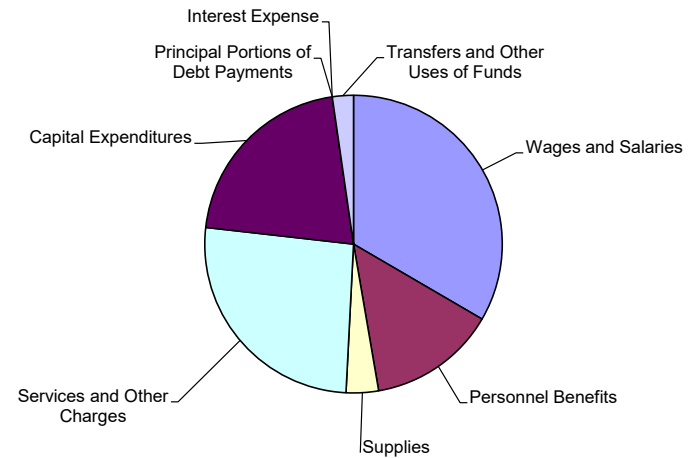
**BIENNIAL-TO-DATE EXPENDITURE SUMMARY  
BY TYPE  
AS OF MARCH 31, 2025**

| <u>TYPE OF EXPENDITURE</u>          | <u>AMOUNT</u> |
|-------------------------------------|---------------|
| Wages and Salaries                  | 2,482,615     |
| Personnel Benefits                  | 1,033,057     |
| Supplies                            | 261,294       |
| Services and Other Charges          | 1,931,250     |
| Capital Expenditures                | 1,555,288     |
| Principal Portions of Debt Payments | -             |
| Interest Expense                    | -             |
| Transfers and Other Uses of Funds   | 170,000       |
| Total Expenditures                  | 7,433,504     |
| Ending Cash Balance                 | 59,163,520    |
| Total Uses                          | 66,597,024    |

**Revenues by Type - All Funds**



**Expenditures by Type - All Funds**



**CITY OF GIG HARBOR  
STATEMENT OF FINANCIAL POSITION  
AS OF MARCH 31, 2025**

| SPECIAL REVENUE FUNDS   |                              |               |                          |                          |                             |                           |                           |                         |                               |                          |                             |                             |
|-------------------------|------------------------------|---------------|--------------------------|--------------------------|-----------------------------|---------------------------|---------------------------|-------------------------|-------------------------------|--------------------------|-----------------------------|-----------------------------|
|                         | 001<br>GENERAL<br>GOVERNMENT | 101<br>STREET | 102<br>STREET<br>CAPITAL | 103<br>SENIOR<br>CAPITAL | 104<br>PEDESTRIAN<br>SAFETY | 105<br>DRUG<br>INVESTIGTN | 106<br>DRUG<br>INVESTIGTN | 107<br>HOTEL -<br>MOTEL | 108<br>PUBLIC ART<br>PROJECTS | 109<br>PARK DVLP<br>FUND | 111<br>STRATEGIC<br>RESERVE | 112<br>EQUIPMENT<br>RESERVE |
| ASSETS                  |                              |               |                          |                          |                             |                           |                           |                         |                               |                          |                             |                             |
| CASH                    | \$ 203,801                   | \$ 1,210      | \$ 17,655                | \$ 2,727                 | \$ 74                       | \$ 219                    | \$ 68                     | \$ 10,344               | \$ 341                        | \$ 140                   | \$ 35,596                   | \$ 6,693                    |
| INVESTMENTS             | 6,293,582                    | 99,221        | 1,448,225                | 223,683                  | 6,070                       | 17,994                    | 5,584                     | 848,503                 | 27,977                        | 11,496                   | 2,919,919                   | 549,036                     |
| RECEIVABLES             | 2,126,608                    | 40,197        | 24,190                   | -                        | -                           | -                         | -                         | 60,742                  | -                             | -                        | -                           | -                           |
| FIXED ASSETS            | -                            | -             | -                        | -                        | -                           | -                         | -                         | -                       | -                             | -                        | -                           | -                           |
| OTHER                   | -                            | -             | -                        | -                        | -                           | -                         | -                         | -                       | -                             | -                        | -                           | -                           |
| TOTAL ASSETS            | 8,623,992                    | 140,628       | 1,490,070                | 226,410                  | 6,144                       | 18,214                    | 5,652                     | 919,588                 | 28,318                        | 11,636                   | 2,955,514                   | 555,729                     |
| LIABILITIES             |                              |               |                          |                          |                             |                           |                           |                         |                               |                          |                             |                             |
| CURRENT                 | 33,679                       | 3,000         | 0                        | -                        | -                           | -                         | -                         | -                       | -                             | -                        | -                           | -                           |
| LONG TERM               | 81,423                       | -             | -                        | -                        | -                           | -                         | -                         | -                       | -                             | -                        | -                           | -                           |
| TOTAL LIABILITIES       | 115,102                      | 3,000         | 0                        | -                        | -                           | -                         | -                         | -                       | -                             | -                        | -                           | -                           |
| FUND BALANCE:           |                              |               |                          |                          |                             |                           |                           |                         |                               |                          |                             |                             |
| BEGINNING OF YEAR       | 7,923,428                    | 544,232       | 765,507                  | 224,006                  | 6,079                       | 18,020                    | 5,592                     | 901,401                 | 28,018                        | 178,960                  | 2,924,137                   | 549,829                     |
| Y-T-D REVENUES          | 3,549,563                    | 77,622        | 1,100,344                | 2,404                    | 65                          | 193                       | 60                        | 98,469                  | 301                           | 477,042                  | 31,377                      | 5,900                       |
| Y-T-D EXPENDITURES      | (2,964,101)                  | (484,226)     | (375,781)                | -                        | -                           | -                         | -                         | (80,282)                | -                             | (644,366)                | -                           | -                           |
| ENDING FUND BALANCE     | 8,508,889                    | 137,628       | 1,490,070                | 226,410                  | 6,144                       | 18,214                    | 5,652                     | 919,588                 | 28,318                        | 11,636                   | 2,955,514                   | 555,729                     |
| TOTAL LIAB. & FUND BAL. | \$ 8,623,992                 | \$ 140,628    | \$ 1,490,070             | \$ 226,410               | \$ 6,144                    | \$ 18,214                 | \$ 5,652                  | \$ 919,588              | \$ 28,318                     | \$ 11,636                | \$ 2,955,514                | \$ 555,729                  |

**CITY OF GIG HARBOR  
STATEMENT OF FINANCIAL POSITION  
AS OF MARCH 31, 2025**

|                                    | 113                    | 121                  | 301                     | 305                     | 309                      | 310                 | 631                | 650                       | TOTAL              | 208                     | 211                     | TOTAL           |
|------------------------------------|------------------------|----------------------|-------------------------|-------------------------|--------------------------|---------------------|--------------------|---------------------------|--------------------|-------------------------|-------------------------|-----------------|
|                                    | CONTRIB &<br>DONATIONS | CITY BLDG<br>CAPITAL | PROPERTY<br>ACQUISITION | GEN GOVT<br>CAPITAL IMP | IMPACT FEE<br>TRUST FUND | HOSPITAL<br>BENEFIT | MUNICIPAL<br>COURT | TRANSPORT<br>BENEFIT DIST | SPECIAL<br>REVENUE | LTGO BOND<br>REDEMPTION | UTGO BOND<br>REDEMPTION | DEBT<br>SERVICE |
| <b>ASSETS</b>                      |                        |                      |                         |                         |                          |                     |                    |                           |                    |                         |                         |                 |
| CASH                               | \$ -                   | \$ -                 | \$ 65,020               | \$ 56,761               | \$ 39,631                | \$ 27,940           | 5,421              | 258,090                   | \$ 527,929         | \$ 1,061                | \$ 966                  | \$ 2,026        |
| INVESTMENTS                        | -                      | -                    | 3,239,527               | 2,562,010               | 3,250,917                | 4,398,821           | -                  | 6,690,191                 | 26,299,174         | 86,997                  | 79,224                  | 166,220         |
| RECEIVABLES                        | -                      | -                    | 25,982                  | 25,982                  | -                        | -                   | -                  | 351,860                   | 528,952            | -                       | 6,374                   | 6,374           |
| FIXED ASSETS                       | -                      | -                    | -                       | -                       | -                        | -                   | -                  | -                         | -                  | -                       | -                       | -               |
| OTHER                              | -                      | -                    | -                       | -                       | -                        | -                   | -                  | -                         | -                  | -                       | -                       | -               |
| <b>TOTAL ASSETS</b>                | -                      | -                    | 3,330,529               | 2,644,753               | 3,290,548                | 4,426,761           | 5,421              | 7,300,140                 | 27,356,056         | 88,057                  | 86,563                  | 174,620         |
| <b>LIABILITIES</b>                 |                        |                      |                         |                         |                          |                     |                    |                           |                    |                         |                         |                 |
| CURRENT                            | -                      | -                    | -                       | -                       | -                        | -                   | 19                 | -                         | 3,019              | -                       | -                       | -               |
| LONG TERM                          | -                      | -                    | -                       | -                       | -                        | -                   | -                  | -                         | -                  | 1,471,299               | 4,113                   | 1,475,413       |
| <b>TOTAL LIABILITIES</b>           | -                      | -                    | -                       | -                       | -                        | -                   | 19                 | -                         | 3,019              | 1,471,299               | 4,113                   | 1,475,413       |
| <b>FUND BALANCE:</b>               |                        |                      |                         |                         |                          |                     |                    |                           |                    |                         |                         |                 |
| BEGINNING OF YEAR                  | -                      | -                    | 3,183,752               | 2,505,266               | 3,005,540                | 4,556,294           | (5,919)            | 6,661,413                 | 26,052,126         | (1,384,177)             | 81,590                  | (1,302,587)     |
| Y-T-D REVENUES                     | -                      | -                    | 146,784                 | 139,494                 | 285,008                  | 40,506              | 17,823             | 638,780                   | 3,062,173          | 935                     | 860                     | 1,795           |
| Y-T-D EXPENDITURES                 | -                      | -                    | (7)                     | (7)                     | -                        | (170,039)           | (6,502)            | (52)                      | (1,761,261)        | -                       | -                       | -               |
| <b>ENDING FUND BALANCE</b>         | -                      | -                    | 3,330,529               | 2,644,753               | 3,290,548                | 4,426,761           | 5,402              | 7,300,140                 | 27,353,037         | (1,383,242)             | 82,450                  | (1,300,792)     |
| <b>TOTAL LIAB. &amp; FUND BAL.</b> | \$ -                   | \$ -                 | \$ 3,330,529            | \$ 2,644,753            | \$ 3,290,548             | \$ 4,426,761        | \$ 5,421           | \$ 7,300,140              | \$ 27,356,056      | \$ 88,057               | \$ 86,563               | \$ 174,620      |

**CITY OF GIG HARBOR  
STATEMENT OF FINANCIAL POSITION  
AS OF MARCH 31, 2025**

| PROPRIETARY                        |                           |                           |                              |                           |                                   |                             |                                 |                               |                             |                       |                       |
|------------------------------------|---------------------------|---------------------------|------------------------------|---------------------------|-----------------------------------|-----------------------------|---------------------------------|-------------------------------|-----------------------------|-----------------------|-----------------------|
|                                    | 401<br>WATER<br>OPERATING | 402<br>SEWER<br>OPERATING | 403<br>SHORECREST<br>RESERVE | 407<br>UTILITY<br>RESERVE | 408<br>UTILITY BOND<br>REDEMPTION | 410<br>SEWER CAP.<br>CONST. | 411<br>STORM SEWER<br>OPERATING | 412<br>STORM SEWER<br>CAPITAL | 420<br>WATER CAP.<br>ASSETS | TOTAL<br>PROPRIETARY  | TOTAL                 |
| <b>ASSETS</b>                      |                           |                           |                              |                           |                                   |                             |                                 |                               |                             |                       |                       |
| CASH                               | \$ 113,778                | \$ 263,816                | \$ 3,958                     | \$ 62,325                 | \$ 3,546                          | \$ 62,760                   | \$ 29,201                       | \$ 23,652                     | \$ 288,088                  | \$ 851,123            | \$ 1,584,879          |
| INVESTMENTS                        | 2,084,534                 | 7,151,715                 | \$ 324,655                   | 1,492,260                 | 290,848                           | 5,148,266                   | 2,395,390                       | 1,940,206                     | 3,991,788                   | 24,819,663            | 57,578,640            |
| RECEIVABLES                        | 304,632                   | 614,733                   | (374)                        | -                         | -                                 | 2,111,965                   | 271,966                         | -                             | -                           | 3,302,923             | 5,964,857             |
| FIXED ASSETS                       | 15,638,915                | 50,135,151                | -                            | -                         | -                                 | 418,524                     | 2,365,589                       | 2,171,641                     | 3,796,875                   | 74,526,695            | 74,526,695            |
| OTHER                              | -                         | -                         | -                            | -                         | 317,631                           | -                           | -                               | -                             | -                           | 317,631               | 317,631               |
| <b>TOTAL ASSETS</b>                | <b>18,141,859</b>         | <b>58,165,415</b>         | <b>328,239</b>               | <b>1,554,585</b>          | <b>612,025</b>                    | <b>7,741,515</b>            | <b>5,062,147</b>                | <b>4,135,499</b>              | <b>8,076,751</b>            | <b>103,818,035</b>    | <b>139,972,702</b>    |
| <b>LIABILITIES</b>                 |                           |                           |                              |                           |                                   |                             |                                 |                               |                             |                       |                       |
| CURRENT                            | 4,972                     | 13,637                    | -                            | -                         | 1,962,069                         | -                           | 403                             | -                             | 38,581                      | 2,019,661             | 2,056,359             |
| LONG TERM                          | 93,102                    | 128,002                   | -                            | -                         | 14,806,762                        | -                           | 40,856                          | -                             | -                           | 15,068,721            | 16,625,557            |
| <b>TOTAL LIABILITIES</b>           | <b>98,073</b>             | <b>141,638</b>            | <b>-</b>                     | <b>-</b>                  | <b>16,768,831</b>                 | <b>-</b>                    | <b>41,259</b>                   | <b>-</b>                      | <b>38,581</b>               | <b>17,088,382</b>     | <b>18,681,915</b>     |
| <b>FUND BALANCE:</b>               |                           |                           |                              |                           |                                   |                             |                                 |                               |                             |                       |                       |
| BEGINNING OF YEAR                  | 18,074,847                | 57,398,224                | 320,606                      | 1,544,882                 | (16,159,931)                      | 7,840,022                   | 4,979,177                       | 4,047,523                     | 8,548,763                   | 86,594,113            | 119,267,079           |
| Y-T-D REVENUES                     | 661,505                   | 1,537,448                 | 7,805                        | 9,716                     | 3,125                             | 74,117                      | 348,706                         | 125,547                       | 75,712                      | 2,843,682             | 9,457,212             |
| Y-T-D EXPENDITURES                 | (692,567)                 | (911,896)                 | (172)                        | (13)                      | -                                 | (172,624)                   | (306,996)                       | (37,570)                      | (586,305)                   | (2,708,142)           | (7,433,504)           |
| <b>ENDING FUND BALANCE</b>         | <b>18,043,786</b>         | <b>58,023,777</b>         | <b>328,239</b>               | <b>1,554,585</b>          | <b>(16,156,805)</b>               | <b>7,741,515</b>            | <b>5,020,888.13</b>             | <b>4,135,499</b>              | <b>8,038,170</b>            | <b>86,729,653</b>     | <b>121,290,787</b>    |
| <b>TOTAL LIAB. &amp; FUND BAL.</b> | <b>\$ 18,141,859</b>      | <b>\$ 58,165,415</b>      | <b>\$ 328,239</b>            | <b>\$ 1,554,585</b>       | <b>\$ 612,025</b>                 | <b>\$ 7,741,515</b>         | <b>\$ 5,062,147</b>             | <b>\$ 4,135,499</b>           | <b>\$ 8,076,751</b>         | <b>\$ 103,818,035</b> | <b>\$ 139,972,702</b> |

**GENERAL FUND – NON-DEPARTMENTAL**  
**Admin – City Clerk**

| Goal                                                                                                                                                                                                            | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                                |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Continue to facilitate the appropriate and timely response to the increasing volume of public records requests to be more open, accountable, and responsive to the public. Implement the public records policy. | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12.5%<br><b>Notes:</b> |
| Continue to implement open data access on the city's website. Open data can facilitate government transparency, accountability, and public participation.                                                       | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12.5%<br><b>Notes:</b> |
| Work for continued compliance with document and electronic records retention and ways to facilitate record retrieval through the Records Management Committee.                                                  | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12.5%<br><b>Notes:</b> |
| Develop a Gig Harbor Citizens Academy to provide a transparent learning and partnership opportunity with the public.                                                                                            | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes:</b>    |
| Manage the Americans with Disabilities Act (ADA) compliance as the city's ADA Coordinator. Ensure high standard of ADA compliance.                                                                              | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12.5%<br><b>Notes:</b> |
| Support tourism and tourism organizations through lodging tax grant funding.                                                                                                                                    | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12.5%<br><b>Notes:</b> |
| Develop a Cultural Access Program.                                                                                                                                                                              | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12.5%<br><b>Notes:</b> |
| Support establishment of a Creative District.                                                                                                                                                                   | Goal on track to be met by end of 2026:<br><input type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input type="checkbox"/> Yes <input type="checkbox"/> No                                                                                  |

|                                      |                                                                                                                                                                                                                                                                                    |
|--------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                      | Percent complete as of 03/31/25: 0%<br><b>Notes: Not a Council priority.</b>                                                                                                                                                                                                       |
| Support sister city activities.      | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12.5%<br><b>Notes:</b> |
| Review and amend city fee schedules. | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 100%<br><b>Notes:</b>  |

**GENERAL FUND – NON-DEPARTMENTAL**  
**Admin – Communications & Community Relations**

| Goal                                                                                                                                                                         | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Create a citywide Communications Strategy and Plan. <b>\$50,000 (2025)</b>                                                                                                   | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes:</b>    |
| Develop a city social media policy to avoid violations of OPMA.                                                                                                              | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 25%<br><b>Notes:</b>   |
| Launch City of Gig Harbor Instagram account. Consider other social media opportunities.                                                                                      | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 5%<br><b>Notes:</b>    |
| Collaborate with all departments to share city project information with the public in an interactive manner. Utilize electronic and paper methods. <b>\$50,000 (2025-26)</b> | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12.5%<br><b>Notes:</b> |
| Develop and maintain a Community Advisory Committee Program to increase communication and interaction with neighborhoods. <b>\$20,000 (2025-26)</b>                          | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes:</b>    |
| Maintain and enhance the Gig-A-Byte newsletter.                                                                                                                              | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12.5%<br><b>Notes:</b> |

## GENERAL FUND – NON-DEPARTMENTAL

| Objective                                                                                                                                                                                                                         | Status of Objective (as described in the 2025-26 Budget)                                                                                                                                                                                                                                   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Financial.</b> The annual audit performed by the state auditor's office: <b>\$50,000.</b><br>Insurance for General Governmental activities: <b>\$912,938.</b>                                                                  | Objective on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Objective will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 50%<br><b>Notes:</b> |
| <b>Operating transfers out.</b> General fund transfers to other funds for 2025-26 are as follows:<br><b>Fund Amount</b><br>Street Operating      \$5,500,000<br>Building Capital      150,000<br>LTGO Debt              1,950,000 | Objective on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Objective will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: %<br><b>Notes:</b>   |

**GENERAL FUND – NON-DEPARTMENTAL**  
**Admin – Housing, Health and Human Services Program**

| Goal                                                                                                                                                                                                                                                                                               | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                                                                       |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Identify grant funded opportunities to establish, support, and sustain a Designated Co-Response Program. This program would fall under the leadership of the Housing, Health, and Human Services Program Manager in partnership with Gig Harbor Police Department and Gig Harbor Fire & Medic One. | Goal on track to be met by end of 2026:<br>x Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br>x Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 15%<br><b>Notes:</b> Working closely with PD and FD in determination of program development.                                      |
| Implement City Youth Council. <b>\$5,000 annually</b>                                                                                                                                                                                                                                              | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 40%<br><b>Notes:</b> Youth Council recruitment starts 5/5/25. |
| Community, Diversity, and Equity Mayoral Committee. <b>\$5,000 annually</b>                                                                                                                                                                                                                        | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 75%<br><b>Notes:</b>                                          |
| Maintain H3 program high level of service.                                                                                                                                                                                                                                                         | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 100%<br><b>Notes:</b> Continually ongoing                     |
| Research and develop the city's response to homeless encampments.                                                                                                                                                                                                                                  | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 100%<br><b>Notes:</b> City policy written and adopted.        |
| Update income guidelines for Senior Discount Utility Program.                                                                                                                                                                                                                                      | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 100%<br><b>Notes:</b> Updated program launched 1/1/25         |

**GENERAL FUND – NON-DEPARTMENTAL**  
**Admin – HR**

| Goal                                                                                                                                                                                                                                                                                                                                                                                                                                    | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Productivity and efficiency – a priority focus in this budget cycle is identifying a Human Resources Information System (HRIS) solution supporting the effective administration and reporting of attendance, benefit management, payroll, performance management, talent acquisition, timekeeping, training, and more. <b>\$45,000 one-time implementation cost (2025-26); \$50,000 annually</b></p>                                 | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 0%<br/> <b>Notes:</b><br/>           Vendor has been selected – Paylocity. Implementation will <b>begin</b> in early 2Q.</p>                                             |
| <p>Rewards and recognition – enhance staff engagement by developing a framework for celebrating and rewarding special projects, achievements, service excellence, teamwork, and overall performance.</p>                                                                                                                                                                                                                                | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 10%<br/> <b>Notes:</b></p>                                                                                                                                               |
| <p>Safety and risk – engage with and utilize full scope of services and standards established by Risk Management Service Agency (RMSA), mitigate risk factors by prioritizing timely staff safety training.</p>                                                                                                                                                                                                                         | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 10%<br/> <b>Notes:</b></p>                                                                                                                                               |
| <p>Staff experience – improve onboarding with an enhanced New Employee Orientation Program, sustain Well City and Better Commuter Business awards, assess and implement wage study recommendations as the budget allows, further integrate DEIB in support of creating an atmosphere where everyone has an equal opportunity to thrive, feels valued, respected, and empowered to contribute their unique perspectives and talents.</p> | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 10%<br/> <b>Notes:</b></p>                                                                                                                                               |
| <p>Staff training and development – performance evaluations, supervisory training, leadership academy.</p>                                                                                                                                                                                                                                                                                                                              | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 10%<br/> <b>Notes:</b> Harbor Rising, the city's first development program for emerging leaders, has been developed with the inaugural cohort beginning in early 2Q.</p> |
| <p>Conduct an ITS staffing study. <b>\$45,000 (2025)</b></p>                                                                                                                                                                                                                                                                                                                                                                            | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:</p>                                                                                                                                                                                                                                                                                               |

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|                                                       | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes:</b> Consultant has been selected – Moss Adams. Study will <b>begin</b> in early 2Q.                                                                     |
| Update safety manual and accident prevention program. | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes:</b> |

**GENERAL FUND – NON-DEPARTMENTAL**  
**Admin – ITS**

| Goal                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                                                                   |
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| <p>Fund Management:</p> <ul style="list-style-type: none"> <li>Establish ITS internal service fund</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                             | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 5%<br/> <b>Notes:</b></p>  |
| <p>Data Management:</p> <ul style="list-style-type: none"> <li>Migration of data from box.com to Microsoft 365 to align the city's data with the productivity products used by city staff.</li> <li>Equipment refreshes server and storage hardware citywide due to vendor planned obsolescence.<br/> <b>Servers (5) Replacement Cost \$103,870 with Storage \$62,282 and Firewalls \$39,487.</b></li> <li>Continue to migrate services that rely on legacy plain old telephone systems (POTS) to more cost-effective options.</li> </ul> | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 5%<br/> <b>Notes:</b></p>  |
| <p>Cyber Security:</p> <ul style="list-style-type: none"> <li>Cyber Security Penetration Testing and Remediation. <b>\$60,000</b></li> <li>Implementation of Multi-factor Authentication (MFA) at Windows logon. <b>\$20,000</b></li> </ul>                                                                                                                                                                                                                                                                                               | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 65%<br/> <b>Notes:</b></p> |
| <p>Building Facilities:</p> <ul style="list-style-type: none"> <li>Collaborate with Public Works to implement fire protection/detection systems in the server room.<br/> <b>Installation and Training \$31,500</b></li> <li>Collaborate with Public Works to upgrade fiber optic cables that feed the Public Works Operations and Wastewater Division buildings from Civic Center.</li> </ul>                                                                                                                                             | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 5%<br/> <b>Notes:</b></p>  |

**GENERAL FUND – NON-DEPARTMENTAL**  
**Admin - Mayor/City Administrator**

| Goal                                                                                                                                                                                                                                                                                                                  | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                                                                        |
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| Maintain state lobbying contract. <b>\$40,000 annually</b>                                                                                                                                                                                                                                                            | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12.5%<br><b>Notes:</b>                                         |
| Provide funding for the Gig Harbor Waterfront Alliance and its continued activities to promote downtown businesses. <b>\$25,000 annually</b>                                                                                                                                                                          | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12.5%<br><b>Notes:</b>                                         |
| Collaborate with local organizations in support of senior services and activities. <b>\$40,000 annually</b>                                                                                                                                                                                                           | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 5%<br><b>Notes:</b>                                            |
| Support creative art endeavors in the city in implementation of the arts and culture element of the comprehensive plan. <b>\$35,000 annually</b>                                                                                                                                                                      | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 50%<br><b>Notes:</b>                                           |
| Promote and attract new businesses to downtown Gig Harbor through a variety of methods.                                                                                                                                                                                                                               | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12.5%<br><b>Notes:</b>                                         |
| Sister City Program support. <b>\$5,000 (2025-26)</b>                                                                                                                                                                                                                                                                 | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12.5%<br><b>Notes:</b>                                         |
| Emerging Leaders Training Program. 2025 will be the inaugural year for the City of Gig Harbor Emerging Leaders Training Program, intended to provide training opportunities for staff interested in advancing their careers into the management and leadership realm of municipal government. <b>\$5,000 annually</b> | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12.5%<br><b>Notes: First day of Harbor Rising was 4/23/25!</b> |

## CAPITAL PROJECTS - CITY BUILDINGS

| Goal                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                                                                   |
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| <p><b>Civic Center HVAC Upgrade.</b> The city completed a feasibility study in 2022 to identify Civic Center HVAC replacement alternatives that reduce the city's carbon emissions, reduce energy costs, and reduce future maintenance costs. Based on the outcome of the feasibility study, the city initiated a construction contract in 2023 with MacDonald Miller, as a Washington State Department of Enterprise Services Energy Services Company, to replace the Civic Center's HVAC system. This work will be completed in early 2025. <b>\$150,000</b></p>                                                                                                                                                                                                                                                                                                       | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 90%<br/> <b>Notes:</b></p> |
| <p><b>Civic Center Fire System and Intrusion Upgrades.</b> The current building fire system at the Civic Center was installed when the building was constructed over 19 years ago. The current equipment and software are no longer supported by the vendor. Additionally, per updated requirements of the Federal Bureau of Investigation (FBI), this system must have fire suppression installed by 2026. The proposed new equipment will include new fire control panel, smoke beam sensors, emergency door closing units, a fire suppression system for the computer server room, and access card readers to certain interior double doors. This project also will replace the outdated intrusion system in the Civic Center with new door/motion sensors and keypads and add security cameras at various locations throughout the Civic Center. <b>\$87,500</b></p> | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 0%<br/> <b>Notes:</b></p>  |
| <p><b>Operations Center Decant Facility.</b> The City of Gig Harbor currently has an agreement with the City of Port Orchard to use Port Orchard's decant facility for Gig Harbor's vector waste. While this agreement provides a less expensive alternative than other regional disposal facilities, trucking waste to Port Orchard is expensive and time consuming. Additionally, the ability to wash and maintain vehicles, including the street sweeper, does not exist at our current facility.</p>                                                                                                                                                                                                                                                                                                                                                                 | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 15%<br/> <b>Notes:</b></p> |

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| <p>The city has space and infrastructure at the Operations Center to install a decant facility. This objective will complete the design, permitting, and construction of a new decant facility in 2025 at the existing Operations Center. The city will review funding sources, including a grant through Department of Ecology, by way of an enhanced stormwater maintenance plan and the city's Opportunity fund through Pierce County Flood Control Zone District. <b>\$1,500,000</b></p>                                                                                                                                          |                                                                                                                                                                                                                                                                                                                       |
| <p><b>Operations Center Fueling Station.</b> The city currently relies on retail fueling for all vehicles and equipment. These retail facilities are unreliable, often provide poor fuel quality, and increase the possibility of fraud. Adding a fueling station at the Operations Center for both diesel and unleaded fuel will provide the city with fuel during emergency responses, reduce fuel costs, provide greater accountability, and help the city meets its climate goal by providing a climate-friendly R99 diesel option that will also reduce maintenance costs over time with reduced emissions. <b>\$480,000</b></p> | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 15%<br/> <b>Notes:</b></p> |
| <p>Civic Center Security Upgrades at Reception Areas. The Civic Center has four counters that have no separation between the public and staff. This proposed work would provide improved security features, including placing a security barrier between staff and the public. <b>\$30,000</b></p>                                                                                                                                                                                                                                                                                                                                    | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 5%<br/> <b>Notes:</b></p>  |
| <p><b>Civic Center Police Department Security Gate Upgrades.</b> This work consists of replacing the two original security gates at the Civic Center with new security gates. The original gates are worn and require routine maintenance, for which most parts are no longer available. Additionally, the original gates do not meet the current safety standards and vendors are no longer willing to fabricate replacement parts due to liability reasons. This work was originally anticipated to be completed in 2024. <b>\$75,000</b></p>                                                                                       | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 0%<br/> <b>Notes:</b></p>  |

## CAPITAL PROJECTS - PARKS DEVELOPMENT

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| <p><b>Gig Harbor Sports Complex Phase 1B - Construction.</b> The city has been proceeding with developing a sports complex in Gig Harbor North since the city acquired park land in this area in 2011. The city then developed a series of master plans for the sports complex and the scope of the complex increased until 2018 when the project developed into the phased development of what we have today. The current Phase 1 consists of two sub-phases that are interrelated but not equivalent. The YMCA will proceed with the Phase 1A project, which consists of two artificial turf fields with associated lighting and parking. The city is proceeding with Phase 1B, which includes a pickleball and bocce ball courts, multiple playgrounds, multiple pavilions, and a natural turf open space. The design and permitting effort for the project was initiated in 2022 with construction beginning in May 2024. The construction is anticipated to be completed by early 2025. <b>\$2,000,000</b></p> | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 90%<br/> <b>Notes:</b></p> |
| <p><b>Crescent Creek Restroom Remodel – Design, Permitting, and Construction.</b> The restrooms at Crescent Creek Park were built in the 1970s and do not fully meet ADA standards. The fixtures inside the restrooms are old and wearing out. This project would improve ADA accessibility and provide modern fixtures to the popular park by hiring a consultant to design and permit for ADA improvements, add a new roof, and provide lockable unisex bathrooms. <b>\$190,000</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 0%<br/> <b>Notes:</b></p>  |
| <p><b>Crescent Creek Play Area Resurfacing and Sand Pit Modifications.</b> The pebble flex surface of the playground area at Crescent Creek Park has reached the end of its useful life. This project would install an artificial turf product designed for playground retrofits over the top of the pebble flex, keeping with the water and land themes in colored product. This same material is being used at Phase 1B of the sports complex. Additionally, the sand from the sand pit has caused</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 0%<br/> <b>Notes:</b></p>  |

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| degradation to the surface faster than expected when the sand inevitably leaves the sand pit. This project would either move the sand pit outside the playground or add a fence to the area. <b>\$40,000</b>                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                         |
| <b>Soundview Forest Tree Maintenance.</b> An arborist report was conducted in Soundview Forest in 2018. Many trees were identified as needing to be removed or serviced for the health of the forest. This work would hire a tree service company to implement the recommendations of the arborist report. <b>\$125,000</b>                                                                                                                                                                                                                                                                                                            | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p>  |
| <b>Crescent Creek Park – Master Plan.</b> The city’s Crescent Creek Park (previously known as “City Park”) has developed, redeveloped, and expanded in a sporadic fashion, with six parcels and four different zones. Staff, with the support of a consultant, will conclude the public visioning that began in 2022 then establish, with Council support, a master plan for Crescent Creek Park. The planning efforts were put on hold for a year to allow a group of area residents to come up with a plan to save the Masonic Lodge. <b>\$110,000</b>                                                                               | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 60%</p> <p><b>Notes:</b></p> |
| <b>Jerisich Dock – Design, Permitting, and Re-decking.</b> During king tides, the decking on the pier portion of Jerisich Dock often lifts up and floats on the water. A structural analysis of the pier is needed to determine the structural integrity of the pier. Additionally, the floats need to be analyzed for structural integrity, along with the dingy dock. Some structural repairs will likely be required along with the associated engineering. A total replacement of the decking materials will be performed after the structural analysis is completed. All repairs will be completed by city staff. <b>\$66,000</b> | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p>  |
| <b>Finholm View Climb - Structural Analysis, Design, and Permitting.</b> Structural failures in 2023 highlighted the need for a full structural analysis of the city’s Finholm View Climb. This work will also include completion of any necessary design and permitting to complete future improvements to the structure. <b>\$30,000</b>                                                                                                                                                                                                                                                                                             | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p>  |

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| <p><b>Adam Tallman Park – Wetland Review and Trail Improvements.</b> The wetlands at Adam Tallman Park continue to expand and the trails frequently flood and cause tree mortality. The paved portion of the trail is hazardous due to tree root growth which causes buckling. This project would hire a wetland biologist to review the wetlands and recommend enhancements and management techniques. The pavement would likely be removed and replaced with fine gravel that would be ADA compliant, while also allowing materials to be repositioned when conditions change. Construction of the improvements would be completed by a non-profit work crew to re-establish the trails. <b>\$50,000</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 0%<br/> <b>Notes:</b></p> |
| <p><b>Loop Trail Construction and Signage at txʷaalqəl Conservation Area (Phase 2).</b> The various funding agreements for Phases 1, 2, and 4 of the city's txʷaalqəl Conservation Area require public access via pedestrian trails. The primary proposed trail is a loop trail on Phase 2. For this loop trail, there is an existing roadbed and bridge that was slated to provide public access to the existing, overgrown pedestrian trails. However, the bridge was found to need significant structural repairs prior to being used. Therefore, for this objective the city will consider designing and permitting a new pedestrian access from the Cushman Trail to the existing trails. This project will also include marked trails, signage, and a small parking area at the Phase 3 site. The city is considering contracting with a non-profit work crew to develop and enhance the trails and other related work on the conservation properties. This objective will also complete a feasibility study to consider next steps for the existing bridge and complete initial design based on the outcome of the feasibility study. <b>\$75,000</b></p> | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 5%<br/> <b>Notes:</b></p> |
| <p><b>Splash Pad Replumbing and Rewiring – Design and Construction.</b> The splash pad at the Welcome Plaza at Skansie Park was originally designed as an artistic water feature, not a publicly accessible splash pad. This change to a public splash pad led to the</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 0%<br/> <b>Notes:</b></p> |

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| primary components being placed in an underground vault in the middle of the plaza. To use the feature as a public splash pad, the vault needs to be accessed daily by staff. With the equipment being placed in a damp, enclosed environment and with staff needing frequent access, the piping and electrical controls have broken down. This project intends to replumb and rewire the splash pad to make it accessible above ground and allow for longer life of the system, as well as ease of maintenance. <b>\$250,000</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                  |
| <b>Basketball Court at Civic Center Skate Park – Design and Permitting.</b> This project would design and permit an outdoor basketball court at the skate park located at the Civic Center campus. This work could be consolidated with the Grandview Restroom Removal/Construction project. <b>\$45,000</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes:</b>  |
| <b>Commercial Fishing Homeport Design, Permitting, and Construction.</b> In 2012, the city purchased three waterfront parcels along Harborview Drive which eventually became Ancich Waterfront Park. Due to its waterfront location, the city's vision for the site quickly focused on waterfront uses, including access for commercial fishing vessels, human powered craft, and public access. The park vision was adopted through Resolution 949 in 2013 and soon after the city applied for grants and looked for other funding sources. Due to funding constraints, the city decided to develop the site in phases that included upland development, human powered craft launch site, and commercial fishing operation development. The upland development was completed in 2018. The human powered craft launch site was completed in 2021. This proposed objective will complete the design and permitting effort, then initiate a construction contract for the new float system for the commercial fishing homeport at the park. <b>\$3,480,000</b> | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 40%<br><b>Notes:</b> |
| <b>Gig Harbor Sports Complex Phase 1A.</b> The YMCA has a lease agreement with the city from 2021 that allows the YMCA to manage and use the Sports Complex Phase 1A site, north of the Phase 1B project. The                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 5%                   |

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| YMCA must construct Phase 1A, including two lighted, artificial turf fields. The city will be contributing HBZ funds and multiple grants to help construct Phase 1A. The city anticipated using a \$120,000 Pierce County Appropriation as part of the Phase 1A work; however, due to the expenditure timeline this amount was spent on Phase 1B and the remaining \$120,000 in REET funds from Phase 1B are allocated to Phase 1A. The anticipated timeline for completion of Phase 1A is 2026. <b>\$2,329,820</b> | <b>Notes:</b> |
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### CAPITAL PROJECTS - STREET DIVISION

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| <b>Burnham Drive Half-Width Roadway Improvements Phase 1A – Construction.</b> Complete the construction of approximately 1,400 LF of pedestrian and roadway improvements along the east side of Burnham Drive, between 96th Street and the northerly Eagles driveway, where a sidewalk gap exists. This work will also replace a storm culvert with a bridge to enhance fish passage (identified separately in Storm Capital, fund 412). The bridge and the roadway project were awarded as one contract with two bid schedules. This project was also awarded a Transportation Improvement Board (TIB) grant in their 2023 call for projects. <b>\$3,000,000</b> | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 60%<br><b>Notes:</b> |
| <b>Wollochet Drive/Wagner Way Intersection Improvements.</b> Complete the construction of a traffic signal at the intersection of Wollochet Drive and Wagner Way. This project will include ADA upgrades and will interconnect this signal to the remaining signals in the Wollochet Drive corridor. This project was awarded a TIB grant in the 2023 call for projects. <b>\$800,000</b>                                                                                                                                                                                                                                                                         | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 60%<br><b>Notes:</b> |
| <b>Pavement Maintenance and ADA Improvements – Soundview Drive (Hollycroft to Magnolia).</b> The city's Water Division completed the Soundview Drive Watermain Replacement project in 2024. However, with this project the city only completed an asphalt trench patch, which is interim and does not meet the city's standard.                                                                                                                                                                                                                                                                                                                                   | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 2%<br><b>Notes:</b>  |

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| <p>The existing patch must be replaced with a full pavement replacement for the lane in which the watermain was placed. Further, due to existing pavement conditions, the entirety of Soundview Drive along the limits of the watermain project is a top candidate for pavement maintenance by means of an asphalt overly. However, the Water Division cannot pay for street improvements per RCW. Therefore, this objective would design and construct ADA improvements along Soundview Drive and complete asphalt overlay in the same project limits as the 2024 watermain project using funds from both Water Capital and Street Capital. From a previously deferred objective, this work will include installation of a new rectangular rapid flashing beacon near the 5600 block of Soundview Drive. The estimate for this project is \$2,780,000, of which \$1,780,000 is identified in Street Capital and \$1,000,000 is identified in Water Capital. <b>\$1,780,000</b></p> |                                                                                                                                                                                                                                                                                                                      |
| <p><b>Grandview Street/Pioneer Way Signal Loop Replacement.</b> The loops at the Grandview Street/Pioneer Way intersection have failed and can no longer detect vehicles approaching the intersection. This signal is temporarily set in a timed mode and regularly gives a set amount of green time per intersection leg. There are multiple trench patches throughout the intersection which have contributed to the poor pavement condition. This objective will design and construct new signal loops. <b>\$250,000</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 0%<br/> <b>Notes:</b></p> |
| <p><b>Pavement Maintenance and ADA improvements – 38th Avenue (city limits to 41<sup>st</sup> Street).</b> This project will perform pavement maintenance on 38th Avenue based on the city's pavement maintenance ratings. When the city moves forward with the overlay project, all impacted ADA pedestrian facilities along the corridor are required to be brought into compliance with current standards. <b>\$200,000</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 2%<br/> <b>Notes:</b></p> |
| <p><b>38th Avenue Phase 2 Half-Width Roadway Improvements.</b> This objective will construct half-width roadway improvements along the east side of 38th Avenue from 56th Street to</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>                                                                       |

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| <p>Hunt Street. This objective will also coordinate the installation of dry sewer in accordance with the associated Wastewater Capital objective. The city is prioritizing saving mature trees in the corridor and using low impact development stormwater practices where soil infiltration rates allow. The project design is anticipated to be complete in 2024, while the right of way and construction phase will extend into the 2025-26 budget cycle. The city is applying for TIB grants for this project via TIBs 2024 call for projects. <b>\$4,645,000</b></p> | <p>Percent complete as of 03/31/25: 45%<br/><b>Notes:</b></p>                                                                                                                                                                                                                                |
| <p><b>38th Avenue Phase 2 Half-Width Roundabout Improvements.</b> This objective will construct a roundabout at the intersection of 56th Street and 38th Ave. A traffic impact analysis was conducted by the city that demonstrates the need for a roundabout instead of a signal at this location as a long-term intersection control. A roundabout will improve vehicular level of service and enhance vehicular safety, while accommodating for pedestrians and cyclists. <b>\$3,310,000</b></p>                                                                       | <p>Goal on track to be met by end of 2026:<br/><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>Goal will be met under budget:<br/><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>Percent complete as of 03/31/25: 45%<br/><b>Notes:</b></p> |
| <p><b>New Streetlight Installations – Peacock Hill Avenue and Borgen Blvd (West End).</b> Consultant to perform illumination analysis. Operations staff to purchase and install nine new 20-foot streetlights along the east side of Peacock Hill Avenue from Vernhardson Street to Ringold Street. Along Borgen Blvd this work will occur between the western Target entrance and the lower roundabout. This will fill in a gap of streetlights along this section of roadway and is mostly located along the city's own property. <b>\$60,000</b></p>                   | <p>Goal on track to be met by end of 2026:<br/><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>Goal will be met under budget:<br/><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>Percent complete as of 03/31/25: 30%<br/><b>Notes:</b></p> |
| <p><b>Wollochet Drive/SR 16 Westbound On-ramp Right Turn Lane.</b> Complete the design and construction of a right turn lane along eastbound Wollochet Drive to the SR 16 westbound on-ramp. This project has been awarded state funds and requires coordination with WSDOT. Design and/or construction of this project may be combined with staff supported objective #6. <b>\$1,450,000</b></p>                                                                                                                                                                         | <p>Goal on track to be met by end of 2026:<br/><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>Goal will be met under budget:<br/><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>Percent complete as of 03/31/25: 25%<br/><b>Notes:</b></p> |
| <p><b>Wollochet Drive/SR 16 Eastbound Off-ramp Right Turn Lane.</b> Complete the design</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <p>Goal on track to be met by end of 2026:<br/><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>                                                                                                                                                                       |

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| <p>and construction of a right turn lane on the SR 16 eastbound off-ramp approaching the signal. This project has been awarded state funds and requires coordination with WSDOT. Design and/or construction of this project may be combined with staff supported objective #5. <b>\$2,050,000</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/> Percent complete as of 03/31/25: 45%<br/> <b>Notes:</b></p>                                                                                                                       |
| <p><b>Harbor Hill Drive Landscape Mitigation.</b> As part of the Harbor Hill Drive extension project constructed in 2017, the city removed some native vegetation within a portion of Northharbor Business Park. This objective will complete the installation of landscape mitigation associated with the removal of this native vegetation. <b>\$110,000</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                     | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/> Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/> Percent complete as of 03/31/25: 15%<br/> <b>Notes:</b></p> |
| <p><b>Peacock Hill Avenue Half-Street Improvements – Design and Permitting.</b> The city initiated a design contract in 2024 to install city standard half-street frontage improvements along the west side of Peacock Hill Avenue between the 9900 block and Apollo Way. Due to topography, the project will require property acquisition to install slopes and/or walls behind sidewalk. Additionally, in conjunction with this street improvement project, the city is installing a new watermain along the limits of the street improvements in the 450 Zone to add redundancy to a large area of the zone that is supplied by a dead-end watermain. The Water Capital fund is providing additional funding to pay for the watermain design and construction. <b>\$620,000</b></p> | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/> Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/> Percent complete as of 03/31/25: 40%<br/> <b>Notes:</b></p> |
| <p><b>Harbor History Museum Driveway Entrance Revision.</b> In 2012, as part of the city's Donkey Creek Daylighting project, the city installed new sidewalk at the entrance to the Harbor History Museum driveway. The back of the new driveway, despite meeting standards at the time, has a vertical curve that causes some vehicles to scrape along the asphalt driveway. This proposed objective will revise the sidewalk and driveway grade at the entrance to the Harbor History Museum to reduce the large change in grade that exists. This objective has been in the city's budget since 2017 but due to other priorities it has not been completed.</p>                                                                                                                     | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/> Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/> Percent complete as of 03/31/25: 30%<br/> <b>Notes:</b></p> |

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| This objective is proposed to be designed by Engineering Division staff and put out to bid for construction through a Small Public Works Contract. <b>\$100,000</b> |  |
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### CAPITAL PROJECTS - WASTEWATER DIVISION

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| <b>Lift Station 5 (Harborview Drive Ferry Landing Area) Basin Improvements.</b> The city's existing Lift Station 5 is located along the shoreline of Gig Harbor Bay, adjacent to residential houses in the 2800 block of Harborview Drive. This project was approved to move forward with staff's recommendation (alternative 5) to rehabilitate the existing wet well, relocate vacuum prime pumps and necessary equipment to a safer location, install a backup generator, line the existing gravity main along the beach, and coat manholes. <b>\$2,980,000</b>                                                                                                                                                                                                                                            | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 30%<br><b>Notes:</b> |
| <b>Lift Station 1 (Crescent Creek Park) Rehabilitation.</b> In 2023, the design of a new lift station was approved. Design is expected to be completed in early 2025 with construction to begin in 2025 or 2026. <b>\$3,475,000</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 25%<br><b>Notes:</b> |
| <b>Lift Station 14 (Wagner Way) Improvements.</b> Lift Station 14 was built in 2001 and receives a high load of hydrogen sulfide laden effluent from the Wollochet Bay Sewer District. This has caused a significant amount of damage to the coating and piping located inside the manhole just prior to the wet well and in the wet well itself. This station also needs a new pump and level control system as the existing components are over 20 years old and very unreliable. The level control probe has become very problematic to maintenance staff due to fouling caused by grease and wipes. This probe would be replaced with the city's standard ultra sonic transducer. New piping, valving, flow meter, and backup diesel pump are expected to be part of these improvements. <b>\$750,000</b> | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes:</b>  |
| <b>Wastewater Treatment Plant Digester Upgrades/Centrifuge Ammonia Control.</b> The current centrifuge operation at the city's wastewater treatment plant (WWTP)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                                                          |

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| <p>contributes a high proportion of ammonia concentration to the WWTP by way of its discharge. This high concentration severely limits the throughput of the centrifuge without causing detrimental impacts to the treatment plant. The proposed improvements will increase centrifuge capacity and plant efficiency. A side benefit will likely be a reduction in power costs for reduced blower and centrifuge runtime. This project is currently in the design phase and is expected to go out for bid and construction in 2025 or 2026. <b>\$3,500,000</b></p>           | <p>Percent complete as of 03/31/25: 25%<br/> <b>Notes: Engineering estimate at 50% design is \$5,800,000. This is expected to change as the design reaches 100% completion.</b></p>                                                                                                               |
| <p><b>Lift Stations 13 &amp; 16 Pump Control Upgrades.</b> The pump control equipment that was installed at both lift stations is becoming very unreliable and is no longer manufactured. In 2024, a new control panel and equipment for Lift Station 16 was designed for construction. This request is for the design of a control panel for Lift Station 13 and construction of the new control panel and related equipment at both lift stations. <b>\$305,000</b></p>                                                                                                    | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/> Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/> Percent complete as of 03/31/25: 20%<br/> <b>Notes:</b></p> |
| <p><b>Centrifuge VFD and Control Component Replacement.</b> The electrical drive components and variable frequency drives (VFDs) are now obsolete. Due to the importance of centrifuge operation and biosolids production, replacement of this control equipment is necessary. <b>\$40,000</b></p>                                                                                                                                                                                                                                                                           | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/> Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/> Percent complete as of 03/31/25: 0%<br/> <b>Notes:</b></p>  |
| <p><b>38th Avenue Dry Sewer Design and Construction.</b> As part of the city's 38<sup>th</sup> Avenue Phase 2 project and continuing the unique circumstance for the city to place dry sewer, the city is proceeding with designing and permitting two separate dry gravity sewer main along the 38th Avenue Phase 2 corridor. The first section is between 56th Street to 60th Street. The second section is between 61st Street and Hunt Street. The construction of this work may be associated with a future latecomers agreement or possibly ULID. <b>\$400,000</b></p> | <p>(See Capital Project under Streets Division)</p>                                                                                                                                                                                                                                               |

## CAPITAL PROJECTS - WATER DIVISION

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| <p><b>Shurgard Water Tank Recoating.</b> This project will repaint the exterior and interior of the city's Shurgard water tank. Engineering staff will assemble the contract documents and manage the construction. <b>\$750,000</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 90%<br/> <b>Notes:</b></p> |
| <p><b>Well #9 (11944 Olympus Way) Development and Water Rights Processing.</b> In accordance with the city's 2018 Water System Plan, the city is proposing to develop Well #9 in the Gig Harbor North area adjacent to the city's Gig Harbor North water tank as a redundant groundwater supply system. Once Well #9 is online, it will mitigate the need for additional standby (emergency) storage in storage tanks. This improvement is consistent with the city's operational goals of investing in its supply sources to make for a more redundant and reliable system. The city will also begin working with the Washington State Department of Ecology to obtain water rights for Well #9. <b>\$555,500</b></p> | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 12%<br/> <b>Notes:</b></p> |
| <p><b>Soundview Drive Asbestos-Cement Watermain Replacement.</b> This project would resolve a series of operational issues for the water system in Soundview Drive, while also removing all the aging and soft asbestos cement watermains within Soundview Drive. This project would also suspend any work on the pedestrian crossing at Hunt Street until such time the watermain replacement work is completed. <b>\$600,000</b></p>                                                                                                                                                                                                                                                                                 | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 95%<br/> <b>Notes:</b></p> |
| <p><b>Soundview Drive Pavement Maintenance.</b> The city's Water Division completed the Soundview Drive Watermain Replacement project in 2024. However, with this project the city has only completed a short-term asphalt trench patch. This patch must be replaced with a full pavement replacement for the lane in which the watermain was placed. One lane of this pavement maintenance project will be paid by the water capital fund and one lane</p>                                                                                                                                                                                                                                                            | <p style="text-align: center;">(See Capital Project<br/>under Streets Division)</p>                                                                                                                                                                                                                                   |

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| will be paid by the street capital fund.<br><b>\$1,000,000</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                        |
| <b>Well House 5 and 6 Well Site Re-development.</b> Wells #5 and #6 are the city's largest water producing site with two deep aquifer wells located on one parcel in the North Creek subdivision off of Skansie Ave. The well house is undersized for the equipment and piping that's currently in the well building, and the building needs reconstruction due to its age. The well control panels, soft start motor starters, and well house plumbing are outdated and in need of replacement and upgrading to a variable frequency drive (VFD). This project will reconfigure the well head plumbing and provide a new well control building with a separate electrical, plumbing, and chlorine rooms. Additionally, this redevelopment will also consider future accommodations for iron and manganese filtration. <b>\$500,000</b> | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p> |
| <b>Manganese Treatment Feasibility Study and Design and Permitting.</b> Per new regulations from the Department of Health Office of Drinking Water, iron and manganese minerals are changing from secondary contaminants to primary and will require treatment before distribution. This project will assess the city well sites, recommend the treatment level and type, prioritize the well site installations, and recommend where treatment facilities should be located at each well site. <b>\$350,000</b>                                                                                                                                                                                                                                                                                                                        | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p> |
| <b>Canterwood Drive Watermain Redundancy.</b> Currently, the watermain that feeds the north end of Canterwood Drive is a dead-end main. If something should happen with this water line, there is potential that this area, including St. Anthony's Hospital, could be without water service until the issue is resolved. This project will install a new watermain from the hospital site to the existing city water system located in the Harbor Crossings subdivision located in the Gig Harbor North area. This new watermain will provide the needed redundant loop to this area to ensure that there are multiple feeds in case of an emergency. <b>\$1,000,000</b>                                                                                                                                                               | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 2%</p> <p><b>Notes:</b></p> |

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| <p><b>Peacock Hill Avenue Watermain Loop.</b> Currently the watermain that feeds water to Burnham Drive south of 96th, Prentice, Harbor Ridge Middle School, Woodworth, Ringold, Sutherland, and the homes on the west side of Peacock Hill are fed by a dead-end main that runs from 96th Street down Burnham Drive. If something should happen to this main, a large section of Peacock Hill would be without water. This project would analyze the best route to install a new watermain to loop this area of the city and provide for a redundant way to feed water to west Peacock Hill. <b>\$100,000</b></p> | <p>(See Capital Project under Streets Division)</p> |
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### CAPITAL PROJECTS - STORMWATER DIVISION

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| <p><b>Burnham Drive Culvert Replacement at 96th Street.</b> Due to this culvert being listed by the Washington State Department of Fish and Wildlife as a partial fish barrier, this work requires the culvert be replaced with a new fish-passable culvert. A Public Works contract for construction of this project was awarded in 2024. Construction will likely be completed in 2025. This work is being performed as part of the Burnham Drive Half-Width Roadway Improvements Phase 1A project included in the Streets Capital fund (No. 102). <b>\$1,250,000</b></p> | <p>(See Capital Project under Streets Division)</p>                                                                                                                                                                                                                                                                   |
| <p><b>Storm Pipe Slip Lining.</b> This work will perform the slip lining of two storm pipes in the city right of way due to failed pipe connections. These two storm pipes are located at the east end of Mountain View Place and in Vernhardson Street in the vicinity of Crescent Creek. Staff anticipates the design being completed by city staff and constructed through a Small Public Works Contract. <b>\$187,000</b></p>                                                                                                                                           | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 0%<br/> <b>Notes:</b></p>  |
| <p><b>North Creek Culvert Replacement – Design and Permitting.</b> Based on the outcome of the 2022 North Creek Culvert Feasibility Study, this objective will complete the current design and permitting effort for the North Creek Culvert Replacement project. Staff and the consultant will also continue to seek out grants to support the</p>                                                                                                                                                                                                                         | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>           Percent complete as of 03/31/25: 60%<br/> <b>Notes:</b></p> |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| costs for construction, which may begin as soon as 2026. <b>\$350,000</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                         |
| <b>Stormwater Prioritization and Permitting – Outfalls to Marine Waters – Upgrades.</b> Per the city's NPDES Stormwater Permit, the city has completed an inventory of all city stormwater outfalls. This objective will verify operational responsibilities and generate a prioritized list of capital improvement projects to correct or replace the deficient outfalls and a maintenance plan for all stormwater outfalls. This objective will utilize city staff and a consultant for conceptual design and permitting and may also include funding for maintenance of at least one outfall, depending on staff capacity. Consultant support may include a survey and environmental reports with maintenance being completed either by staff or a Small Public Works Contract. <b>\$300,000</b> | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p>  |
| <b>Improvements at Soundview Drive Stormwater Outfall.</b> The city's stormwater outfall at the northern terminus of Soundview Drive discharges large volumes of stormwater onto the beach of Gig Harbor at a high velocity during periods of heavy rain. This project aims to dissipate the energy of this stormwater discharge and restore the subsequent beach erosion that has occurred at the outfall. This work may coincide with the city's Commercial Fishing Homeport project. <b>\$200,000</b>                                                                                                                                                                                                                                                                                            | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 20%</p> <p><b>Notes:</b></p> |

## GENERAL FUND – CITY BUILDINGS

| Goal                                                                                                                                                                                                                                        | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                                                                                        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Improve the management and maintenance of the city's brass key mechanisms and inventory. This includes purchasing a key cutter as well as management software to better and more securely organize and manage the city's brass keys.</p> | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>                     Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>                     Percent complete as of 03/31/25: 0%<br/> <b>Notes:</b></p>   |
| <p>Replace the entire security fencing around the Operations Center. This fence was installed decades ago and has sustained significant damage in its life due to downed trees and limbs.</p>                                               | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>                     Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>                     Percent complete as of 03/31/25: 0%<br/> <b>Notes:</b></p>   |
| <p>Purchase workout equipment for the available workout room at the Public Works Shop.</p>                                                                                                                                                  | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>                     Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>                     Percent complete as of 03/31/25: 0%<br/> <b>Notes:</b></p>   |
| <p>Install a new dust collection system at the Public Works Wood Shop to improve safety and overall working conditions.</p>                                                                                                                 | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>                     Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br/>                     Percent complete as of 03/31/25: 100%<br/> <b>Notes:</b></p> |

## GENERAL FUND – COMMUNITY DEVELOPMENT

| Goal                                                                                                                                                                                                                                                                                                                                                                                               | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                                                                       |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Complete 2024 Comprehensive Plan Periodic Update; update and amend our Development Regulations to implement the Comprehensive Plan; streamline permitting processes; review and update of the Design Manual; Shoreline Master Plan update (state requires by July 2026); and review and update of critical areas regulations (required by state and due December 2025). <b>\$184,000 (2025-26)</b> | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 100%<br><b>Notes: Adopted 4/14/25. Appeal period running.</b> |
| Complete Climate Action Comprehensive Plan Element. <b>\$145,000 (2025-26)</b>                                                                                                                                                                                                                                                                                                                     | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 85%<br><b>Notes: Draft element on schedule</b>                |
| “Judson” Comprehensive Plan Subarea Element. <b>\$100,000 (2025-26)</b>                                                                                                                                                                                                                                                                                                                            | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 5%<br><b>Notes: Developing work plan</b>                      |
| Urban Forestry/Tree Preservation ordinance. <b>\$48,749 (2025)</b>                                                                                                                                                                                                                                                                                                                                 | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 5%<br><b>Notes: Comp Plan policies adopted.</b>               |
| Downtown Parking Study/parking regulation update. <b>\$70,000 (2025)</b>                                                                                                                                                                                                                                                                                                                           | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 5%<br><b>Notes: Contract in legal review</b>                  |
| On-call planning support for permitting. <b>\$15,000 (2025-26)</b>                                                                                                                                                                                                                                                                                                                                 | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes: Developing RFQ</b>                            |
| Establish a Planning Intern Program.                                                                                                                                                                                                                                                                                                                                                               | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 10%<br><b>Notes: Assessing opportunities with new staff</b>   |

|                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                         |
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| Records management planning.                                                                                                                                        | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 25%</p> <p><b>Notes: In process.</b></p>                     |
| Update the GHMC Zoning and Environment titles as necessary based on needs and to reflect changes necessary to implement 2024 comprehensive plan update.             | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 5%</p> <p><b>Notes: Phasing plan in development</b></p>      |
| Increased staff access to training and education.                                                                                                                   | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 15%</p> <p><b>Notes:</b></p>                                 |
| Review and update GHMC Section 12.12 to further clarify the city's Historic Street Name list.                                                                       | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 5%</p> <p><b>Notes:</b></p>                                  |
| Fully develop the SmartGov Portal and Dashboard for permit management and data reporting.                                                                           | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 10%</p> <p><b>Notes: Internal tech team</b></p>              |
| Draft an accessory dwelling unit (ADU) ordinance per House Bill 1337.                                                                                               | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 90%</p> <p><b>Notes: Council Hearing in May</b></p>          |
| Draft a STEP (Emergency Shelters, Transitional Housing, Emergency Housing, Permanent Supportive Housing) ordinance per RCW's 35A21.430, 35.21.683 & 36.70A.070(2)). | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 10%</p> <p><b>Notes: Comp Plan policies adopted</b></p>      |
| Evaluate measures to permit processing efficiencies and process improvements.                                                                                       | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 20%</p> <p><b>Notes: Reviewing SmartGov capabilities</b></p> |
| Draft a dangerous building abatement code ordinance.                                                                                                                | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:</p>                                                                                                                                                                           |

|                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                            |
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|                                                                                                                                                                                      | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 15%<br><b>Notes: Prelim Draft in development</b>                                                                                                                                                                                   |
| Draft a Landlord / Tenant Act Client Assistance Memo.                                                                                                                                | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 5%<br><b>Notes: Internal review</b>                                            |
| Draft a Landlord / Tenant Act Inspection Request form.                                                                                                                               | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 5%<br><b>Notes: Internal review</b>                                            |
| Draft Standard Operating Procedure or process guidelines for the code enforcement officer position.                                                                                  | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 15%<br><b>Notes: Prelim Draft in development</b>                               |
| Evaluate benefits of bringing the fire inspection program in house to the Building Division.                                                                                         | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 5%<br><b>Notes: Updating 2019 cost analysis</b>                                |
| Develop work plan to improve permit process, efficiencies, and permit processing times by establishing processing goals and metrics to track improvements to meet established goals. | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 5%<br><b>Notes: Ordinance adopted. Tech group discussion on implementation</b> |
| Work with Community Development staff and the Public Works Department to reimagine our lobby space to improve the customer experience and access to information and help.            | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 5%<br><b>Notes: Working with Facilities on security measures first</b>         |

## GENERAL FUND – JUDICIAL-MUNICIPAL COURT

| Goal                                                                                                                                     | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                                                           |
|------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Purchase dedicated IT server network needed to resume implementation of Enterprise Justice electronic case management and filing system. | Goal on track to be met by end of 2026:<br><input type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes: project delayed pending new implementation schedule</b> |
| Update and translate additional court forms for improved access to justice.                                                              | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes:</b>                                          |
| Implement court security and safety training.                                                                                            | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes:</b>                                          |
| Increase pro tempore judge pay to align with industry norms and inflation.                                                               | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes:</b>                                          |
| Expand video hearings with Pierce County Jail to reduce or eliminate the need for transporting incarcerated defendants.                  | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: %<br><b>Notes:</b>                                           |

## SPECIAL REVENUE FUND – HOTEL/MOTEL TAX

| Goal                                                                                                                                                   | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Fund the Destination Marketing Organization efforts of the Chamber of Commerce.<br><b>\$480,00 annually</b> (2025-26 contract executed in August 2024) | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12.5%<br><b>Notes:</b> |
| Continue to fund other applications as recommended by LTAC.                                                                                            | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12.5%<br><b>Notes:</b> |

## GENERAL FUND – PARKS OPERATING

| Goal                                                                                                                                                                                | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Install native trees and shrubs at various parks, streetscapes, and other city grounds.                                                                                             | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 25%<br><b>Notes:</b> |
| Per PROS Plan, identify priorities and processes to guide the city's land conservation interests.                                                                                   | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 5%<br><b>Notes:</b>  |
| Establish Park Standards that address park safety, desired outcomes, and maintenance expectations.                                                                                  | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 50%<br><b>Notes:</b> |
| Develop Open Space Management Plan(s) to identify public lands and conserved critical lands for coordinated management approaches.                                                  | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 5%<br><b>Notes:</b>  |
| Develop a pilot recycling program in Skansie Park during events through participation, education, and support from local businesses and interest groups.                            | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes:</b>  |
| Start a program to replace/update fixtures and amenities at public restrooms to include hand dryers, sinks/faucets, toilets, and urinals, and standardize what components are used. | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 10%<br><b>Notes:</b> |
| Start a program to replace aging aggregate surfaced drinking fountains that do not offer bottle filling.                                                                            | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes:</b>  |

|                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                         |
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| Resurface the pebble flex surface with artificial turf at Crescent Creek Park, including relocating the sand box play feature. The sand continues to cause early failure of surfacing. This retrofit/resurface will be similar to the new design of the Phase 1B playground. | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p>  |
| Develop and award a Small Public Works Contract to clean and resurface the floors of public restrooms with a professional non-skid coating that is chemical resistant.                                                                                                       | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p>  |
| Start a program to replace outdated and broken picnic tables and benches in parks and streetscapes and standardize the furniture that is used.                                                                                                                               | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p>  |
| Start a program to replace worn out trash receptacles and standardize the trash receptacles that are used.                                                                                                                                                                   | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p>  |
| Purchase and outfit a second standard duty truck with a Dumper Dogg bed for use in parks and in restroom cleaning activities.                                                                                                                                                | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 75%</p> <p><b>Notes:</b></p> |
| Replace lawn mowers in our fleet with more robust equipment that can handle the heavy use seasonally. Currently over half of our mower fleet is 10+ years old.                                                                                                               | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p>  |
| Replant and reclaim many areas at the Civic Center Green that have become grass as plants have died or been removed. Replant with native plants that match the original landscape design.                                                                                    | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p>  |
| Support the Harbor Arbor Art program.<br><b>\$7,500 Annually.</b>                                                                                                                                                                                                            | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:</p>                                                                                                                                           |

|  |                                                                                                                                    |
|--|------------------------------------------------------------------------------------------------------------------------------------|
|  | <input checked="checked" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 5%<br><b>Notes:</b> |
|--|------------------------------------------------------------------------------------------------------------------------------------|

## SPECIAL REVENUE FUND – PEDESTRIAN SAFETY FUND

| Goal                                                                                                                                                                                                                                                                                           | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                                                    |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Install various crosswalks with rectangular rapid flashing beacons (RRFBs) as necessary and/or install sidewalks at the direction of the mayor or council that are identified in the city's current Transportation Improvement Program, transportation element, or Active Transportation Plan. | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p> |

## GENERAL FUND – POLICE

| Goal                                                                                       | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                                                                   |
|--------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Maintain low crime rate.                                                                   | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: %<br><b>Notes:</b>                                                   |
| Add administrative lieutenant position.                                                    | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: %<br><b>Notes: Position appointed 1/2025</b>              |
| Complete hiring process of two budgeted police officer positions.                          | Goal on track to be met by end of 2026:<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: %<br><b>Notes: One officer at Conditional Offer stage</b> |
| Replace eight patrol cars (with hybrid options). <b>\$319,995 (2025); \$323,285 (2026)</b> | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: %<br><b>Notes: Six vehicles on order</b>                  |
| Add two staff vehicles (Second LT and Detective). <b>\$105,000 (2025)</b>                  | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: %<br><b>Notes: On Order</b>                               |
| Replace COPS Vehicle with Support Vehicle/Small Truck. <b>\$28,000 (2025)</b>              | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: %<br><b>Notes: On Order – Arriving 6/25</b>               |
| Increase traffic enforcement through increased staffing.                                   | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: %                                                                    |

|                                   |                                                                                                                                                                                                                                                                                                                                                                                                         |
|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                   | <b>Notes: 1<sup>st</sup> Q traffic enforcement up</b>                                                                                                                                                                                                                                                                                                                                                   |
| Achieve full state accreditation. | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: %</p> <p><b>Notes: All standards achieved.</b><br/> <b>Official award 5/21/25. \$50K stipend from state will follow.</b></p> |

## SPECIAL REVENUE FUND – PUBLIC ART CAPITAL PROJECTS

| Goal                                                        | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                                                     |
|-------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Harborview/Stinson Roundabout Sidewalk art. <b>\$25,000</b> | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 75%</p> <p><b>Notes:</b></p> |

## GENERAL FUND – PUBLIC WORKS

| Goal                                                                                                                                                                                                                                                             | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Update the city's 2018 Public Works Standards.                                                                                                                                                                                                                   | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 25%<br><b>Notes:</b> |
| Procure and maintain all city vehicles and equipment. Consider new vehicle procurement method(s).                                                                                                                                                                | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12%<br><b>Notes:</b> |
| Increase the positional accuracy of our assets in our GIS by utilizing high accuracy global positioning systems (GPS) technologies.                                                                                                                              | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12%<br><b>Notes:</b> |
| Increase opportunities to work across departments to utilize online GIS mapping to communicate with the public. GIS will work to develop additional applications to support construction, police, and tourism, among other specific uses as identified.          | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12%<br><b>Notes:</b> |
| Develop standards for GIS data management in conjunction with the update of the Public Works Standards. This will standardize the way the city obtains and imports data from other agencies.                                                                     | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes:</b>  |
| Develop a strategy to continue our partnership with the Washington State Reference Network. This network provides the city with access to a set of reference towers allowing for high-accuracy, mobile data collection. Our current agreement ends in late 2026. | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes:</b>  |

**ENTERPRISE FUND – SHORECREST SEWER OPERATING**

| Goal                                                                                                                                     | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                              |
|------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Continue to complete the maintenance tasks on time to comply with the Department of Health and receive the annual LOSS operating permit. | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12%<br><b>Notes:</b> |

## ENTERPRISE FUND – STORMWATER OPERATING

| Goal                                                                                                                                                 | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Begin the process of updating the stormwater management and site development manual as required by the 2024-2029 NPDES permit.                       | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12%<br><b>Notes:</b> |
| Update the storm section of the Public Works Standards as necessary to reflect the design manual and current policies and procedures as needed.      | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 20%<br><b>Notes:</b> |
| Provide inspection and reporting support for the city's newly implemented Local Source Control Program.                                              | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12%<br><b>Notes:</b> |
| Complete the stormwater utility rate study that was initiated in 2022.                                                                               | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 10%<br><b>Notes:</b> |
| Develop and implement a new Storm Drain Art Program.                                                                                                 | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 2%<br><b>Notes:</b>  |
| Maintain compliance throughout the city's NPDES Stormwater permit, thus resulting in no G20 Non-compliance letters during the upcoming permit cycle. | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12%<br><b>Notes:</b> |
| Implement the enhanced maintenance stormwater program as required per our agreement with Department of Ecology.                                      | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 10%<br><b>Notes:</b> |

|                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>Develop and implement a citywide ditch facility cleaning program. This program will assess ditch facilities capturing the degree of degradation. A cleaning and repair schedule will then be implemented to bring these facilities into compliance.</p> | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 15%</p> <p><b>Notes:</b></p> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## SPECIAL REVENUE FUND – STREET OPERATING

| Goal                                                                                                                                                                                                                                                                                                                                                                              | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Utilize the services of an on-call professional traffic engineer to address various issues that need a solution when city staff are not available or do not have the resources where the city is reimbursed for any such expenditures.                                                                                                                                            | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 12%<br><b>Notes:</b> |
| Complete a comprehensive update to the city's 2018 Public Works Standards (including adding traffic calming measures, sidewalk design, utility updates, etc.) and provide a process to receive input from the public (including an ad hoc pedestrian/cyclist advisory committee to consult on pedestrian/cyclist-related standards). This work will be supported by a consultant. | (See Goal under General Fund – Public Works)                                                                                                                                                                                                                                     |
| Review existing on-street parking standards, develop new parking standards and codes, consider new locations and draft a program for ADA parallel parking stalls in the right of way, create an implementation plan and receive input from other city departments and external stakeholders.                                                                                      | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes:</b>  |
| Continue to replace sections of sidewalk around the city to maintain safety and accessibility in accordance with the annual sidewalk replacement program.                                                                                                                                                                                                                         | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 25%<br><b>Notes:</b> |
| Install upgrades to pedestrian signal crossings along the Cushman Trail at Hollycroft Street and Olympic Drive.                                                                                                                                                                                                                                                                   | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 25%<br><b>Notes:</b> |
| Develop and institute a roadway shoulder maintenance program.                                                                                                                                                                                                                                                                                                                     | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 10%<br><b>Notes:</b> |

|                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Relocate power to streetlights in front of 3025 Harborview Drive so they are energized from city power supply.                                                                                                                                                                                                                             | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p>   |
| Coordinate with WSDOT to upgrade signal traffic controllers for signal cabinets at eight intersections along Olympic Drive and Pt Fosdick Drive.                                                                                                                                                                                           | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p>   |
| Begin a streetlight LED replacement program to remove our existing LED streetlights that were replaced as part of the 2017 LED replacement project and install with the city's current standard.                                                                                                                                           | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 25%</p> <p><b>Notes:</b></p>  |
| Begin a vehicle leasing program to reduce vehicle maintenance costs and reduce the city's carbon footprint by utilizing alternative fuels where applicable.                                                                                                                                                                                | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 30%</p> <p><b>Notes:</b></p>  |
| Institute a comprehensive program to purchase and install a battery backup system for the Point Fosdick Drive/Olympic Drive traffic signal, in conjunction with WSDOT.                                                                                                                                                                     | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 100%</p> <p><b>Notes:</b></p> |
| Complete a citywide pavement coring analysis to prioritize future pavement maintenance project locations. Hot mix asphalt (HMA) cores and road base samples will be taken citywide, on classified roadways, and determine which are deficient, which are good HMA overlay candidates, and which will require full roadway section rebuild. | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p>   |
| Consider and implement updates to the transportation impact fee and the active transportation plan based on the updated and adopted transportation element.                                                                                                                                                                                | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 50%</p> <p><b>Notes:</b></p>  |

### ENTERPRISE FUND – WASTEWATER OPERATING

| Goal                                                                                                                                                                                | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                                                                                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Software upgrades to SCADA system with computer replacement (the existing SCADA software and computers which were installed in 2009 need upgrading and replacement).                | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 20%<br><b>Notes:</b>                                                                                              |
| Complete more sewer hydraulic model updates.                                                                                                                                        | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 70%<br><b>Notes:</b>                                                                                              |
| Replace pump at Lift Station 3A. This will add redundancy and provide a backup pump in case of failure.                                                                             | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Percent complete as of 03/31/25: 75%<br><b>Notes: The cost of the pump is approximately 10% over the \$100,000 that was budgeted.</b>              |
| Remove accumulated grit from digester tanks at the WWTP. This grit is also creating operational problems within the digester aeration system.                                       | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 100%<br><b>Notes: This project has been completed at approximately 75% under the \$300,000 that was budgeted.</b> |
| Install a backup Hidrostal pump at Lift Station 4B to add redundancy in case of pump failure.                                                                                       | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Percent complete as of 03/31/25: 80%<br><b>Notes: The cost of this pump is approximately 5% over the \$60,000 that was budgeted.</b>               |
| Purchase gravity main line inspection equipment which will be more cost effective and will allow staff to perform gravity main line inspections throughout the year as time allows. | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Percent complete as of 03/31/25: 100%                                                                                                              |

|                                                                                    |                                                                                                                                                                                                                                                                                                                                                                   |
|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                    | <b>Notes: The total cost of this equipment exceeded the \$30,000 budgeted by approximately 5%.</b>                                                                                                                                                                                                                                                                |
| Purchase a new dishwasher for the lab if repair is not feasible or cost effective. | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes: In-house repairs have been adequate to ensure the proper operation of dishwasher.</b> |

## ENTERPRISE FUND – WATER OPERATING

| Goal                                                                                                                       | Status of Goal (as described in the 2025-26 Budget)                                                                                                                                                                                                                               |
|----------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Complete the water utility rate study that was initiated in 2023.                                                          | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 10%<br><b>Notes:</b>  |
| Hire consultant to complete an emergency drought policy.                                                                   | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes:</b>   |
| Hire contractor to perform comprehensive maintenance on all water system pressure reducing valves.                         | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes:</b>   |
| Establish on-call service contract with electrician to assist in well site electrical issues as they arise.                | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 100%<br><b>Notes:</b> |
| Replace old security fencing around Skansie tank, Well #3A, Well #4, and East tank site to enhance perimeter security.     | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes:</b>   |
| Replace existing asbestos watermain on Foster and Erickson and remove main on no name road and install new water services. | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 5%<br><b>Notes:</b>   |
| Install a water filling station at new Operations Center.                                                                  | Goal on track to be met by end of 2026:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Goal will be met under budget:<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>Percent complete as of 03/31/25: 0%<br><b>Notes:</b>   |

|                                                                                                                          |                                                                                                                                                                                                                                                                                                         |
|--------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Remove the “pump to waste” feature on Well #6 per DOH requirements.                                                      | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p>  |
| Hire consultant to perform arch flash study on all well houses and booster pump station.                                 | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p>  |
| Hire consultant to perform comprehensive leak detection program and train city staff to perform this task in the future. | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 50%</p> <p><b>Notes:</b></p> |
| Install VFD (variable frequency drive) on Well #2.                                                                       | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p>  |
| Video Skansie tank.                                                                                                      | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p>  |
| Install emergency backup power source (possibly solar battery backup) on the North tank site.                            | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p>  |
| Inspect and clean the well casing and well screens at Well #2.                                                           | <p>Goal on track to be met by end of 2026:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Goal will be met under budget:<br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Percent complete as of 03/31/25: 0%</p> <p><b>Notes:</b></p>  |

## UPCOMING GIG HARBOR CITY MEETINGS

### ALL AGENDA ITEMS TENTATIVE – SUBJECT TO CHANGE

Please see the meeting agenda for specific details on how to attend: <https://www.gigharborwa.gov/811/Agendas-Minutes>

| Day       | Date           | Time          | Group                       | Agenda Items                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-----------|----------------|---------------|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>M</b>  | <b>Apr. 28</b> | <b>5:30pm</b> | <b>City Council Meeting</b> | <i>See Agenda</i>                                                                                                                                                                                                                                                                                                                                                                                                                        |
| TH        | May 1          | 3:00pm        | City Council Study Session  | <ul style="list-style-type: none"> <li>• Fats, Oils, and Grease (FOG) Program Updates</li> <li>• Transportation Impact Fee Update – Legislative Options</li> <li>• Parking Study Scope and Contract Consideration</li> </ul>                                                                                                                                                                                                             |
| TH        | May 1          | 3:00pm        | Civil Service Commission    |                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| TH        | May 1          | 5:30pm        | Planning Commission         |                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| W         | May 7          | 5:30pm        | Parks Commission            |                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>M</b>  | <b>May 12</b>  | <b>5:30pm</b> | <b>City Council Meeting</b> | <b>Business:</b> <ul style="list-style-type: none"> <li>• Second Reading and Adoption of Ordinance 1540 Accessory Dwelling Units</li> <li>• Second Reading and Adoption of Ordinance 1542 Adopting MFTE</li> <li>• Resolution XXXX Adopting an Updated Strategic Plan</li> <li>• Ordinance Amending Alarm Permit Program</li> </ul>                                                                                                      |
| W         | May 14         | 10:00am       | Arts Commission             | <ul style="list-style-type: none"> <li>• Welcome New Commissioners</li> <li>• Special Guest Mayor Barber</li> </ul>                                                                                                                                                                                                                                                                                                                      |
| TH        | May 15         | 3:00pm        | City Council Study Session  | <ul style="list-style-type: none"> <li>• Hazard Mitigation Plan Update</li> <li>• Gig Harbor North Trail Easement</li> <li>• Wollochet Interchange Projects State Funding Discussion</li> <li>• Council Guidelines Updates</li> <li>• Canfield SFR Water and Sewer UEA's</li> </ul>                                                                                                                                                      |
| <b>TU</b> | <b>May 27</b>  | <b>5:30pm</b> | <b>City Council Meeting</b> | <b>Presentations:</b> <ul style="list-style-type: none"> <li>• Red Cross Trophy Presentation for BOTB – Larry Bleich</li> </ul> <b>Consent:</b> <ul style="list-style-type: none"> <li>• Gig Harbor North Trail Easement</li> <li>• Professional Services Contract – Pavement Maintenance</li> <li>• Professional Services Contract – Canterwood Water Main Redundancy</li> <li>• Resolution XXXX Amending Council Guidelines</li> </ul> |
| TH        | May 29         | 3:00pm        | City Council Study Session  | <ul style="list-style-type: none"> <li>• Utility Rate Study Discussion on Revenues and Rates</li> <li>• Crescent Creek Park Master Plan Update</li> <li>• Gig Harbor BoatShop Lease Revision Request</li> <li>• Parks Code</li> </ul>                                                                                                                                                                                                    |

## UPCOMING GIG HARBOR CITY MEETINGS

**ALL AGENDA ITEMS TENTATIVE – SUBJECT TO CHANGE**

Please see the meeting agenda for specific details on how to attend: <https://www.gigharborwa.gov/811/Agendas-Minutes>

| Day | Date   | Time    | Group           | Agenda Items                                                                                     |
|-----|--------|---------|-----------------|--------------------------------------------------------------------------------------------------|
|     |        |         |                 | <ul style="list-style-type: none"><li>• Zoning Map Update and Phase 1 Development Code</li></ul> |
| W   | Jun 11 | 10:00am | Arts Commission | <ul style="list-style-type: none"><li>• Harbor Arbor Art Artist Proposal Review</li></ul>        |