

AGENDA
GIG HARBOR CITY COUNCIL MEETING
Monday, July 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. **Pierce Transit Destination 2045 Long Range Plan**
Presented by Pierce Transit Service Planning Assistant Manager
Andrew Arnes and Pierce Transit Planner Brittany Carbullido

PUBLIC COMMENT ON CONSENT AGENDA ITEMS

CONSENT AGENDA

1. **City Council Minutes: July 14, 2025**
2. **Approval of Vouchers: Check numbers 200427 through 200489 and ACH payments in the amount of \$491,501.73.**
3. **Resolution 1342 Adopting Council Guidelines & Procedures**
4. **Confirmation of the Appointment of Gina Brais (Term Expiring September 30, 2027) and Stephanie Lile (Term Expiring September 30, 2028) to the Historic Preservation Commission.**

MAYOR'S REPORT

CITY ADMINISTRATOR'S REPORT

1. Department Updates

BUSINESS ITEMS

1. First Reading of Ordinance 1547 Adopting City Boundary Adjustment at 38th Ave/56th Street

Suggested Motion: N/A

- a. Staff Report: Senior Engineer Stephanie Seibel, PE
- b. Clarifying Questions
- c. Public Comment
- d. Council Deliberation and Action

2. Resolution 1341 Placing a Cultural Access Program Sales and Use Tax on the November 4, 2025, General Election Ballot

Suggested Motion: Move to approve Resolution 1341.

- a. Staff Report: City Clerk Josh Stecker
- b. Clarifying Questions
- c. Public Comment
- d. Council Deliberation and Action

3. Selection of "For" and "Against" Committees for Gig Harbor Proposition 1 on the November 4, 2025, Ballot

Suggested Motion: Move to nominate members to the "For" and "Against" Committees.

- a. Staff Report: City Clerk Josh Stecker
- b. Clarifying Questions
- c. Public Comment
- d. Council Deliberation and Action

STAFF REPORTS

1. 2025 2nd Quarter Financial and Budget Reports 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, whether or not they reside within Gig Harbor city limits, and their connection to the issue they are commenting on. 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.

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@gigharborwa.gov or (253) 853-7613 at least 24 hours prior to the meeting.

DESTINATION 2045

LONG RANGE PLAN



2ND DRAFT
Revised June 18, 2025



Community Input

4 

Open Houses/
Town Halls

8 

Special
Coordination
Meetings

10 

Jurisdiction Meetings
for Comprehensive
Plan Update

16 

City Council/Planning
Commission Meetings

27 

Community
Group Events



700

Survey responses
received (Phase 1)



**JULY 2024-
JUNE 2025**

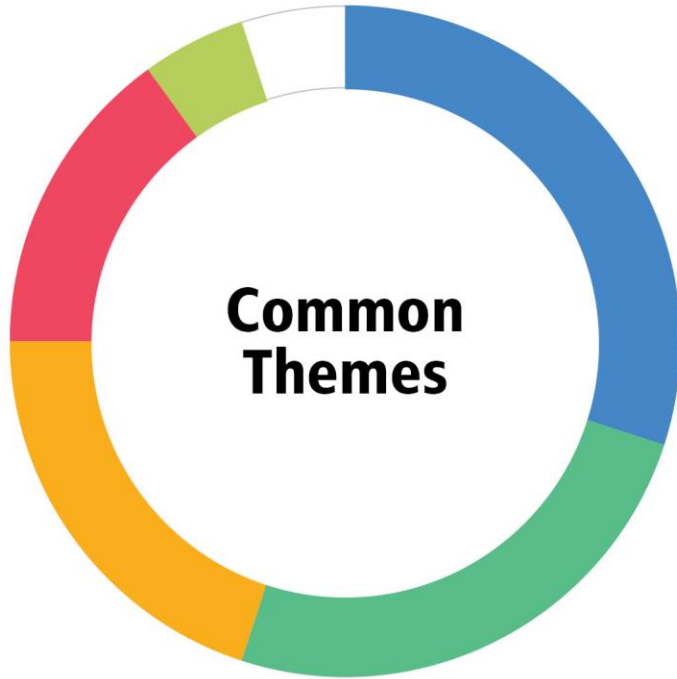
Outreach time frame



75%

Of survey respondents
are current riders

Community Input



- **More Frequent Service** 30%
- **New Routes** 25%
- **Extended Hours** 20%
- **Improved Connections** 15%
- **Bus Rapid Transit** 5%
- **Other** 5%

"More buses, on more routes, running more frequently, and later into the evening."

"I hope transit benefits the community by bridging walkable areas to each other and supporting centers of growth."

"I think it should have additional stream rapid routes. This can be done by upgrading and modifying much of the existing routes and having them run very frequently."

"I run into the problem that bus schedules on weekend don't run frequent enough and late enough I either have to show up really early to work and have to walk home because of the schedules."

"Better coverage, both in service hours and locations."

"More frequent trips to make transit a viable option for daily travel in Pierce County."

"Focus on bus routes and timely connection."

"More frequent service would encourage people to try transit and become regular transit users."

What's New in the 2nd Draft



Grounded in long-range financial forecasts to ensure feasibility

Up to 482,000 service hours assumed with existing plans

Service growth scenarios simplified to show what's realistically achievable

BRT removed from core plan but may still be grant-funded

Our Plan is Two-Fold

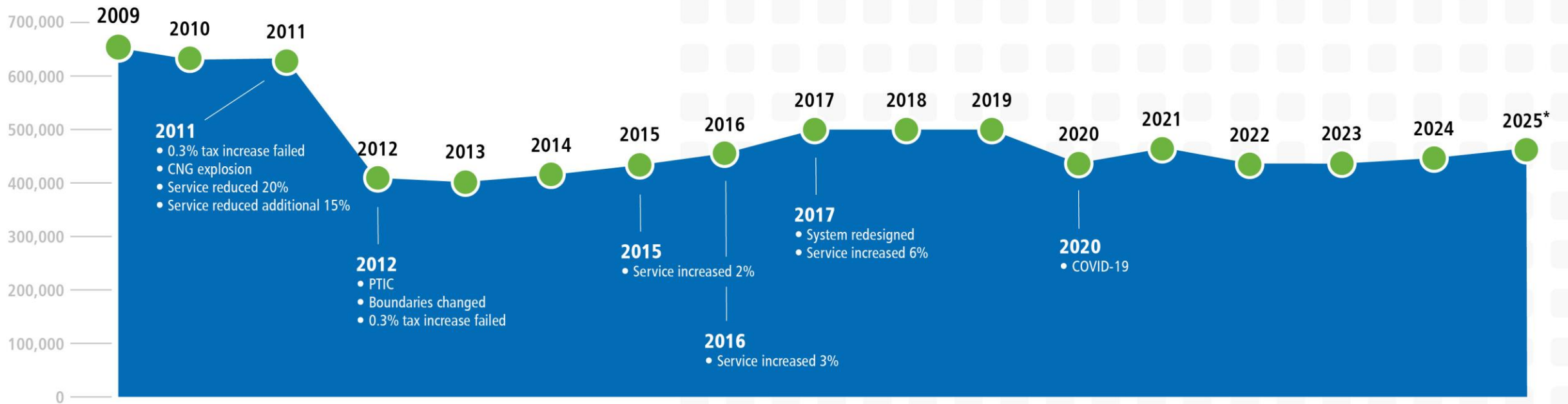
Strengthen Connections

- Connect routes to major regional projects
- Busiest routes run every 15 minutes
- Routes run until 10:00pm

Enhance Access

- Elevate more routes to high-capacity level of service
- More frequent bus trips
- 4 new routes improving service for 107,000 people

Service Hours Over Time



*approximately

Baseline Scenario

0.6%

Sales Tax

482,000

Annual Service Hours

More Frequent Trips

- Routes 1 & 3 upgraded to 15-minute weekday service from 6:00 AM to 7:00 PM

Route Adjustments

- Spanaway Transit Center served by both the Stream Community Line and Route 1
- Stream Community Line extended to reach Commerce Street Station
- Routes 2, 41, 42, 400, 402, 500, and 501 modified to connect with new Sound Transit Link stations

Scenario A

Includes all service enhancements from Baseline

0.9%

Sales Tax

600,000

Annual Service Hours

24%

Service Hour Increase

More Frequent Trips

- The Stream Community Line and Routes 2 and 3 operate every 15 minutes on weekdays
- Increased weekday and/or weekend frequency for 16 routes
- Most routes operate every 30 minutes or better on weekdays

Increase Operating Hours

- Extended weekend service for 15 routes, ending at 8 p.m., 10 p.m., or 12 a.m.
- Stream Community Line, Routes 2, 3, 4, and new Commerce to TCC route operate until 12:00 a.m. on weekdays

Route Adjustments

- Route 1 and Stream Community Line combined (Spanaway – Commerce), new route introduced (Commerce – TCC)
- Route 52 and 55 combined into new route with same path and frequency

current 0.6% sales tax = 482,000 annual service hours

Scenario B

Includes all service enhancements from Scenario A • Requires RCW Change

1.1%

Sales Tax

750,000

Annual Service Hours

55%

Service Hour Increase

More Frequent Trips

- High capacity Stream Lines: Stream Community Line, Routes 2 and 3 operate every 15-minutes on weekdays, 20-min evenings/weekends
- 20-minute weekday frequency on Routes 4, 41, 48, 54, and 202
- 30 minute weekend frequency for most routes

Increase Operating Hours

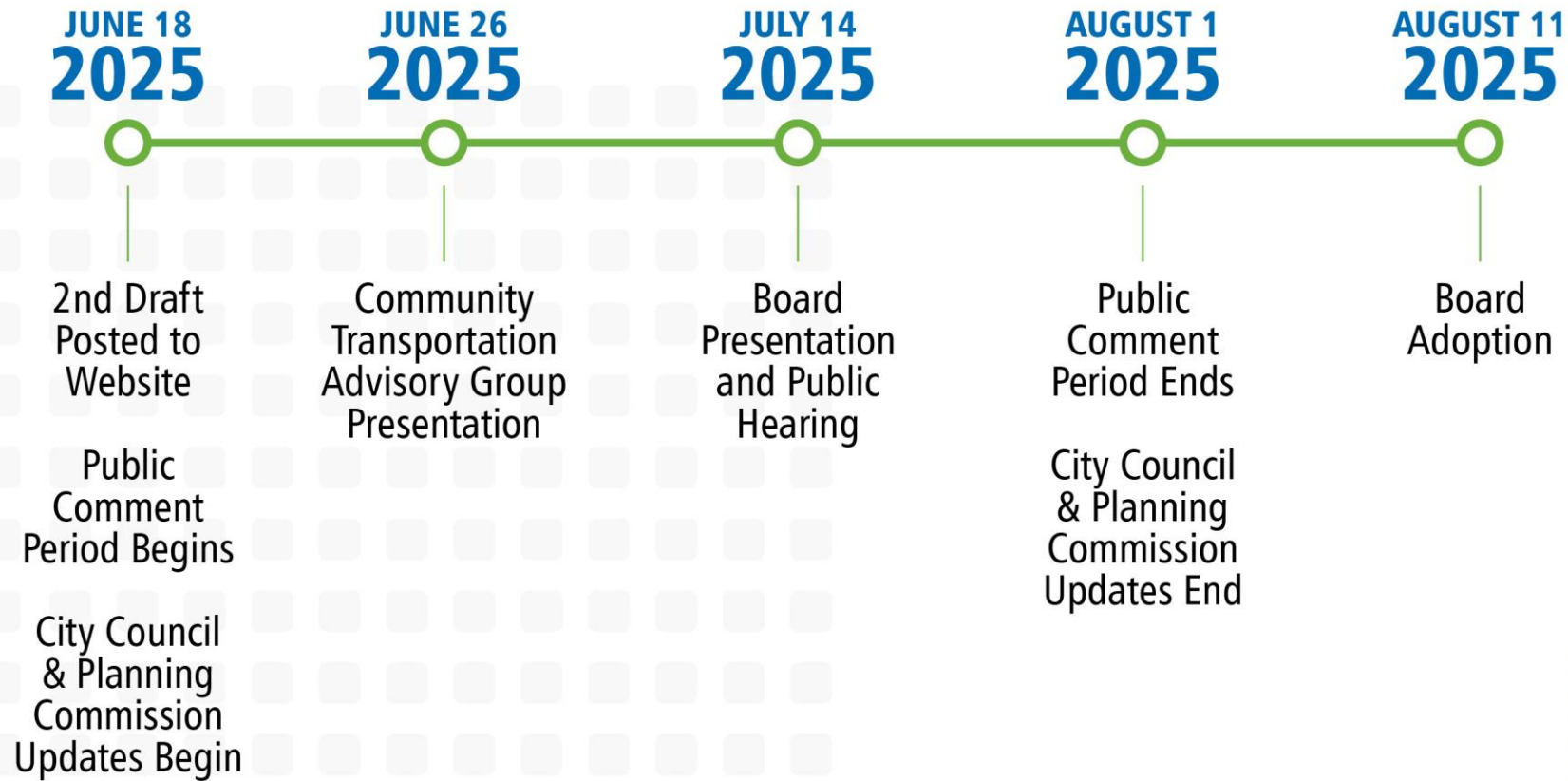
- Extended service span on 13 routes
- Most routes run until at least 10 p.m. Saturday and 8 p.m. Sunday

4 New Routes Serve:

- Puyallup
- Port of Tacoma/East Tacoma
- Central Tacoma/Lakewood
- North Tacoma, with Point Ruston connection

current 0.6% sales tax = 482,000 annual service hours

Next Steps



DESTINATION 2045

LONG RANGE PLAN



2ND DRAFT
Revised June 18, 2025



MINUTES
GIG HARBOR CITY COUNCIL MEETING
Monday, July 14, 2025 - 5:30 PM
Council Chambers

CALL TO ORDER/ROLL CALL Mayor Barber called the meeting to order at 5:30 p.m. Councilmembers Coronado, Ekberg, Stone, Rodenberg, Storset, and Woock were present. Councilmember Henderson was excused.

PLEDGE OF ALLEGIANCE

LAND ACKNOWLEDGMENT

CHANGES TO THE AGENDA

PRESENTATIONS

1. Peninsula Light Company Centennial Day Proclamation

PUBLIC COMMENT ON CONSENT AGENDA ITEMS

CONSENT AGENDA

MOTION: Move to approve the consent agenda (Coronado/Rodenberg).

VOTE: Unanimously approved.

1. City Council Minutes: June 23, 2025
2. Approval of Vouchers: PR check numbers 109009 through 109024, AP check numbers 200301 - 200426, and ACH payments in the amount of \$2,449,219.36.
3. Approval of Payroll: Check numbers 8602 through 8604 and direct deposit transactions in the amount of \$659,176.93.

MAYOR'S REPORT Mayor Barber reported on:

- Attending AWC Annual Conference
- 20 appointees to the Youth Council
- Swing for a Soldier event
- Affordable Housing Town Hall on July 21
- Burn Ban in Pierce County

CITY ADMINISTRATOR'S REPORT City Administrator Knutson reported on:

- Traffic Complain form online
- PCFIT Officers Emma Pountain, Jerab Daniel, and Ryan Erwin
- New EV vehicles
- Seasonal workers fully staffed

1. Department Updates

BUSINESS ITEMS

1. **Public Hearing: Resolution 1338 Adopting the 2026-2031 Six-Year Transportation Improvement Program (TIP)** City Engineer Aaron Hulst introduced the resolution.

MOTION: Move to approve Resolution 1338 (Coronado/Rodenberg).

VOTE: Unanimously approved.

2. **Well #3A Declaration of Covenant** Public Works Director Jeff Langhelm introduced the agreement.

MOTION: Move to authorize the mayor to execute a declaration of covenant for Well #3A (Ekberg/ Woock).

VOTE: Unanimously approved.

3. **Resolution 1339 Approving the Final Plat for the Reserve Plat** Community Development Director Eric Baker introduced the resolution.

MOTION: Move to approve Resolution 1339 (Ekberg/Rodenberg).

VOTE: Unanimously approved.

4. **First Reading of Ordinance 1546 Establishing a Cultural Access Program** City Clerk Josh Stecker introduced the ordinance. Public comment was provided by Stephanie Lile.

MOTION: Move to approve Ordinance 1546 (Woock/Coronado).

VOTE: Unanimously approved.

5. **Resolution 1340 Adopting the City of Gig Harbor Three-year Strategic Plan 2025-2027** City Administrator Katrina Knutson introduced the Resolution.

MOTION: Move to approve Resolution 1340 (Stone/Storset).

VOTE: Unanimously approved.

PUBLIC COMMENT ON NON-AGENDA ITEMS

COUNCIL REPORTS/ COMMENTS Councilmember Coronado reported on attending the Growth Management Board for Pierce County Regional Council. Councilmember Woock reported on attending the KGI Watershed meeting and an upcoming Jeni Listens. Councilmember Stone reported on attending the AWC Conference and her Harbor Chats. Councilmember Ekberg reported on attending the Tacoma Narrows Airport Advisory Committee.

ANNOUNCEMENT OF UPCOMING MEETINGS

1. Upcoming City Meetings

ADJOURN The meeting adjourned at 6:36 p.m.

Joshua Stecker, CMC
City Clerk



CLAIMS VOUCHER APPROVAL

We, the undersigned City Administrator and Director of Finance of the City of Gig Harbor, Gig Harbor, Washington, hereby certify that the goods and or services charged on the vouchers listed on the following pages have been furnished to the best of our knowledge. We further certify the following pages of claims to be valid and correct.

Therefore, AP check numbers 200427 through 200489, and ACH Payments for FY2025 are approved for payment in the amount of \$491,501.73* on the 28th day of July 2025.

JE#	DATE	CHECK NUMBERS	DEPARTMENT	AMOUNT PAID
94 & 95	07/28/25	200427 - 200489	ACCOUNTS PAYABLE & UB REFUNDS	465,228.02
125 & 126	07/25/25	AP ACH	DEPT. OF REVENUE EXCISE TAXES JUNE 2025	26,258.71
63	07/08/25	AP ACH	WA DOL DRIVER'S ABSTRACT JULY 2025	15.00
GRAND TOTAL				491,501.73

City Administrator

Director of Finance

Accounts Payable

Computer Check Proof List by Vendor

User: kmagalei@gigharborwa.gov
Printed: 07/18/2025 - 10:08AM
Batch: 50028.07.2025



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 003660 13278	3J Consulting Inc CSP-2325 Peacock Hill 1/2 St Improv PP#14 AF	14,618.38	07/28/2025	Check Sequence: 1 102-018-595-61-63-05	ACH Enabled: False
	Check Total:	14,618.38			
Vendor: 002158 06/2025	ALLEN, SANDRA L Judicial Services JUNE 2025	5,500.00	07/28/2025	Check Sequence: 2 001-003-512-50-41-01	ACH Enabled: False
	Check Total:	5,500.00			
Vendor: 000036 28933	ALLMAX SOFTWARE LLC Allmax Annual MSP Subscription 9/30/25 - 9/30	3,098.00	07/28/2025	Check Sequence: 3 402-021-535-52-45-00	ACH Enabled: False
	Check Total:	3,098.00			
Vendor: 004067 BARBER6/26/25	Barber, Mary Empl Reimb: Meals & Lodging-AWC Kennewic	535.32	07/28/2025	Check Sequence: 4 001-004-513-10-43-00	ACH Enabled: False
	Check Total:	535.32			
Vendor: UB*01765	VICTOR & LISA BARRY Refund Check 012871-000, 2205 50TH ST CT 1	422.30	07/28/2025	Check Sequence: 5 401-000-213-10-00-00	ACH Enabled: False
	Check Total:	422.30			
Vendor: UB*01766	DONALD & INGE BEARDSLEY Refund Check 003854-000, 3023 MAGNOLIA	200.00	07/28/2025	Check Sequence: 6 401-000-213-10-00-00	ACH Enabled: False
	Check Total:	200.00			
Vendor: 004105 4150-22506087 4150-22506087	Bowman Consulting Group Ltd 2025 Utility Rate Study PP#4 JUNE 2025 2025 Utility Rate Study PP#4 JUNE 2025	1,016.67 2,033.33	07/28/2025 07/28/2025	Check Sequence: 7 402-021-535-52-41-00 411-046-531-11-41-00	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
4150-22506087	2025 Utility Rate Study PP#4 JUNE 2025	2,033.33	07/28/2025	401-020-534-12-41-00	
4150-22506087	2025 Utility Rate Study PP#4 JUNE 2025	1,016.67	07/28/2025	402-021-535-83-41-00	
	Check Total:	6,100.00			
Vendor: UB*01768	THOMAS & ELIZABETH BRIDGE			Check Sequence: 8	ACH Enabled: False
	Refund Check 014513-000, 6565 SERENITY L	227.47	07/28/2025	402-000-213-10-00-00	
	Check Total:	227.47			
Vendor: UB*01764	JOE CARBONE			Check Sequence: 9	ACH Enabled: False
	Refund Check 004842-000, 3309 EMERALD L	303.69	07/28/2025	401-000-213-10-00-00	
	Check Total:	303.69			
Vendor: 002557 FB67746	Carollo Engineers Inc			Check Sequence: 10	ACH Enabled: False
	CPP-2314 WWTP Digester Upgrades PP#18 MA	2,522.25	07/28/2025	410-022-594-35-65-80	
	Check Total:	2,522.25			
Vendor: 000124	CenturyLink			Check Sequence: 11	ACH Enabled: False
300471172	Police Dept Fax 851-2399, 113-0879 JULY 2025	62.43	07/28/2025	001-006-521-10-42-00	
300474980	Court Phone 253-851-2038 JULY 2025	65.23	07/28/2025	001-003-512-50-42-00	
300475192	Telephone, Internet, 300MBS Metro Ethernet, IS	1,159.03	07/28/2025	402-021-535-12-42-00	
300475192	Telephone, Internet, 300MBS Metro Ethernet, IS	168.58	07/28/2025	001-004-518-10-42-00	
300475192	Telephone, Internet, 300MBS Metro Ethernet, IS	168.58	07/28/2025	001-004-513-10-42-00	
300475192	Telephone, Internet, 300MBS Metro Ethernet, IS	168.58	07/28/2025	001-004-518-88-42-00	
300475192	Telephone, Internet, 300MBS Metro Ethernet, IS	186.27	07/28/2025	001-014-558-60-42-00	
300475192	Telephone, Internet, 300MBS Metro Ethernet, IS	186.27	07/28/2025	001-014-558-50-42-00	
300475192	Telephone, Internet, 300MBS Metro Ethernet, IS	1,055.54	07/28/2025	101-017-543-30-42-00	
300475192	20MBS Metro Ethernet WWTP Upgraded F91-2	910.00	07/28/2025	402-021-535-12-42-00	
300475192	Telephone, Internet, 300MBS Metro Ethernet, IS	168.58	07/28/2025	001-004-514-23-42-00	
300475192	Telephone, Internet, 300MBS Metro Ethernet, IS	1,055.54	07/28/2025	401-020-534-12-42-00	
300475192	Telephone, Internet, 300MBS Metro Ethernet, IS	707.83	07/28/2025	411-046-531-80-42-00	
300475192	Telephone, Internet, 300MBS Metro Ethernet, IS	180.99	07/28/2025	001-015-576-80-42-00	
300475192	Telephone, Internet, 300MBS Metro Ethernet, IS	168.59	07/28/2025	001-006-521-20-42-00	
300475192	Telephone, Internet, 300MBS Metro Ethernet, IS	792.48	07/28/2025	001-016-518-30-42-00	
300475192	Telephone, Internet, 300MBS Metro Ethernet, IS	203.94	07/28/2025	001-003-512-50-42-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
300475192	Telephone, Internet, 300MBS Metro Ethernet, IS	168.58	07/28/2025	001-006-521-10-42-00	
300475330	PW Shop Phone & SCADA DSL (B) 253-851-84	349.51	07/28/2025	101-017-543-30-42-00	
300475330	PW Shop Phone & SCADA DSL (B) 253-851-84	349.52	07/28/2025	401-020-534-12-42-00	
300475419	Fax Service 253-851-8563 JULY 2025	9.73	07/28/2025	001-004-513-10-42-00	
300475419	Wireless Service-Civic Center JULY 2025	7.74	07/28/2025	001-004-518-10-42-00	
300475419	Wireless Service-Civic Center JULY 2025	7.74	07/28/2025	001-006-521-20-42-00	
300475419	Wireless Service-Civic Center JULY 2025	7.74	07/28/2025	001-004-513-10-42-00	
300475419	Wireless Service-Civic Center JULY 2025	7.74	07/28/2025	001-004-518-88-42-00	
300475419	Fax Service 253-851-8563 JULY 2025	9.72	07/28/2025	001-014-558-50-42-00	
300475419	Wireless Service-Civic Center JULY 2025	7.75	07/28/2025	001-016-518-30-42-00	
300475419	Wireless Service-Civic Center JULY 2025	7.74	07/28/2025	001-014-558-60-42-00	
300475419	Wireless Service-Civic Center JULY 2025	7.74	07/28/2025	001-006-521-10-42-00	
300475419	Wireless Service-Civic Center JULY 2025	31.94	07/28/2025	411-046-531-80-42-00	
300475419	Wireless Service-Civic Center JULY 2025	53.23	07/28/2025	402-021-535-12-42-00	
300475419	Fax Service 253-851-8563 JULY 2025	12.96	07/28/2025	411-046-531-80-42-00	
300475419	Wireless Service-Civic Center JULY 2025	7.75	07/28/2025	001-015-576-80-42-00	
300475419	Wireless Service-Civic Center JULY 2025	47.91	07/28/2025	101-017-543-30-42-00	
300475419	Wireless Service-Civic Center JULY 2025	7.74	07/28/2025	001-004-514-23-42-00	
300475419	Wireless Service-Civic Center JULY 2025	7.74	07/28/2025	001-003-512-50-42-00	
300475419	Wireless Service-Civic Center JULY 2025	47.91	07/28/2025	401-020-534-12-42-00	
300475419	Wireless Service-Civic Center JULY 2025	7.75	07/28/2025	001-014-558-50-42-00	
300475705	WWTP Phone & Fax 253-851-8999 JULY 2025	339.62	07/28/2025	402-021-535-83-42-00	
411344164	Eddon Boat Fire Alarm 253-858-0201, 858-0203	92.66	07/28/2025	001-015-576-80-42-00	
449847912	WWTP SCADA Line 253-858-7424 JULY 2025	141.03	07/28/2025	402-021-535-83-42-00	
	Check Total:	9,147.95			
Vendor: 002900	Cintas Corporation #461			Check Sequence: 12	ACH Enabled: False
4234722239	Uniforms,Coveralls,Bag,Mat,Scrub-CleanServ/V	164.67	07/28/2025	402-021-535-83-41-00	
4234722239	Uniforms,Coveralls,Bag,Mat,Scrub-CleanServ/V	164.66	07/28/2025	402-021-535-52-41-00	
4235012019	Uniforms,Coveralls,Bag,Mat,Scrub-CleanServ/V	164.67	07/28/2025	402-021-535-83-41-00	
4235012019	Uniforms,Coveralls,Bag,Mat,Scrub-CleanServ/V	164.66	07/28/2025	402-021-535-52-41-00	
4236484159	Uniforms,Coveralls,Bag,Mat,Scrub-CleanServ/V	164.67	07/28/2025	402-021-535-83-41-00	
4236484159	Uniforms,Coveralls,Bag,Mat,Scrub-CleanServ/V	164.66	07/28/2025	402-021-535-52-41-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	987.99			
Vendor: 003583	CLASSY CHASSIS - GH Kimball			Check Sequence: 13	ACH Enabled: False
GH1218	Basic Washes VEH #4017 JUNE 2025	13.00	07/28/2025	001-014-558-50-48-00	
GH1218	Basic Washes VEH #4016 JUNE 2025	13.00	07/28/2025	001-014-558-60-48-00	
	Check Total:	26.00			
Vendor: 003928	Consensus Cloud Solutions LLC			Check Sequence: 14	ACH Enabled: False
5546951	E-Fax: Electronic Faxing Service/HR - JUNE 20	43.62	07/28/2025	001-004-518-10-42-00	
	Check Total:	43.62			
Vendor: TCrowder	Crowder, Kim			Check Sequence: 15	ACH Enabled: False
091772	Reimb: Plastic Cups for Chief Busey's Retiremer	24.82	07/28/2025	001-004-513-10-49-00	
4159420	Reimb: Balloons for Chief Busey's Retirement	21.71	07/28/2025	001-004-513-10-49-00	
692261	Reimb: Plastic Cups for Chief Busey's Retiremer	13.87	07/28/2025	001-004-513-10-49-00	
	Check Total:	60.40			
Vendor: 000171	Databar Inc			Check Sequence: 16	ACH Enabled: False
271664	Cycle 002 Printing, Mailing & Viewing (1,368 p	539.84	07/28/2025	401-020-534-72-42-00	
271664	Cycle 002 Printing, Mailing & Viewing (1,368 p	269.93	07/28/2025	411-046-531-80-42-00	
271664	Cycle 002 Printing, Mailing & Viewing (1,368 p	539.84	07/28/2025	402-021-535-72-42-00	
271679	Cycle 006 Mailing & Viewing 6 Month Storm (1	1,166.38	07/28/2025	411-046-531-80-42-00	
271740	Cycle 003 Print Billing, Mailing & Viewing (223	228.80	07/28/2025	402-021-535-72-42-00	
271740	Cycle 003 Print Billing, Mailing & Viewing (223	34.24	07/28/2025	411-046-531-80-42-00	
	Check Total:	2,779.03			
Vendor: 001090	DM Recycling Company			Check Sequence: 17	ACH Enabled: False
12992639	Recycling: 6yd Commingled Paper Wkly PU/Civ	442.00	07/28/2025	001-016-518-30-47-00	
12992799	Recycling: 90gal Commingled Items/WWTP JU	144.00	07/28/2025	402-021-535-83-47-30	
12994366	Recycling: 2yd Commingled Items/PW Shop JU	167.00	07/28/2025	101-017-543-30-47-00	
	Check Total:	753.00			
Vendor: 002237	Gordon Thomas Honeywell			Check Sequence: 18	ACH Enabled: False
Q2 2025-1013	WA State Lobbying Service/2nd QTR 2025	10,497.99	07/28/2025	001-004-513-10-41-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	10,497.99			
Vendor: 004053	Granicus, LLC			Check Sequence: 19	ACH Enabled: False
206473	SmartGov Annual Subscription 7.1.2025 - 6.30.2	12,351.56	07/28/2025	001-014-558-50-45-00	
206473	SmartGov Annual Subscription 7.1.2025 - 6.30.2	4,275.54	07/28/2025	001-015-576-80-45-00	
206473	SmartGov Annual Subscription 7.1.2025 - 6.30.2	4,750.60	07/28/2025	401-020-534-12-45-00	
206473	SmartGov Annual Subscription 7.1.2025 - 6.30.2	12,351.56	07/28/2025	001-014-558-60-45-00	
206473	SmartGov Annual Subscription 7.1.2025 - 6.30.2	4,275.54	07/28/2025	101-017-542-30-45-00	
206473	SmartGov Annual Subscription 7.1.2025 - 6.30.2	4,750.60	07/28/2025	402-021-535-83-45-00	
206473	SmartGov Annual Subscription 7.1.2025 - 6.30.2	4,750.61	07/28/2025	411-046-531-80-45-00	
	Check Total:	47,506.01			
Vendor: 000271	Gray & Osborne Inc			Check Sequence: 20	ACH Enabled: False
8	CIP-2405 PW Ops Decant Facility PP#8 MAY 20	2,901.01	07/28/2025	121-016-594-18-62-09	
	Check Total:	2,901.01			
Vendor: 003678	HARBOR ENGRAVING			Check Sequence: 21	ACH Enabled: False
21867	Name Plate & Name Tag for Nestor Guevara/PL	25.03	07/28/2025	001-014-558-60-31-00	
21867	Name Tag for Rachel Howard/Community Devel	5.97	07/28/2025	001-014-558-60-31-00	
21867	Name Tag for Rachel Howard/Community Devel	5.98	07/28/2025	001-014-558-50-31-00	
21870	Name Tags for David Boyer, Kelen Lewis, Patty	35.29	07/28/2025	001-014-558-50-31-00	
	Check Total:	72.27			
Vendor: 003920	Henderson, Roger			Check Sequence: 22	ACH Enabled: False
HENDERSON6/27	Reimb: 487mi, Meals, Ldgng-AWC Conf. Kenne	825.23	07/28/2025	001-002-511-60-43-00	
	Check Total:	825.23			
Vendor: 002236	Hough Beck & Baird Inc			Check Sequence: 23	ACH Enabled: False
16947	CPP-1925 CrscentCrkPkMstrPln & ConceptlDsgnI	2,925.10	07/28/2025	109-015-594-76-63-15	
	Check Total:	2,925.10			
Vendor: UB*01769	SUNITA KAKAR			Check Sequence: 24	ACH Enabled: False
	Refund Check 007747-000, 5128 BALTIC ST	19.77	07/28/2025	401-000-213-10-00-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	19.77			
Vendor: UB*01770	FORREST & JANICE MONACO KELLER			Check Sequence: 25	ACH Enabled: False
	Refund Check 012677-000, 4526 OLYMPUS L	234.70	07/28/2025	401-000-213-10-00-00	
	Check Total:	234.70			
Vendor: UB*01771	JOHN KENNEDY			Check Sequence: 26	ACH Enabled: False
	Refund Check 010315-000, 7887 GREYHAWK	124.20	07/28/2025	401-000-213-10-00-00	
	Check Total:	124.20			
Vendor: 003305	Knutson, Katrina			Check Sequence: 27	ACH Enabled: False
018690	Reimb: Meal for City Managers Luncheon 5.22.2	30.05	07/28/2025	001-004-513-10-49-00	
KNUTSON6/27	Reimb: 498mi, Meals, Ldgng-AWC Conf. Kenn	852.78	07/28/2025	001-004-513-10-43-00	
	Check Total:	882.83			
Vendor: 001940	MBSquared Inc			Check Sequence: 28	ACH Enabled: False
49339	Temp Staff C. Harper Week of 6/29/2025	917.07	07/28/2025	001-004-518-10-41-00	
49339	Temp Staff T. Cousineau Week of 6/29/2025	510.00	07/28/2025	001-014-558-60-41-00	
49339	Temp Staff T. Cousineau Week of 6/29/2025	510.00	07/28/2025	001-014-558-50-41-00	
49370	Temp Staff T. Cousineau Week of 7/6/2025	680.00	07/28/2025	001-014-558-60-41-00	
49370	Temp Staff C. Harper Week of 7/6/2025	655.05	07/28/2025	001-004-518-10-41-00	
49370	Temp Staff T. Cousineau Week of 7/6/2025	680.00	07/28/2025	001-014-558-50-41-00	
	Check Total:	3,952.12			
Vendor: 000405	MINUTEMAN PRESS			Check Sequence: 29	ACH Enabled: False
3706	Business Cards for N. Guevara & R. Howard/CE	141.57	07/28/2025	001-014-558-60-31-00	
	Check Total:	141.57			
Vendor: 000424	Murrey's Disposal Company Inc			Check Sequence: 30	ACH Enabled: False
12996433	Refuse Serv: Jerisich Park #31105600 JUNE 202	581.41	07/28/2025	001-015-576-80-47-00	
12996591	Refuse Serv: WWTP #31117020 JUNE 2025	1,094.92	07/28/2025	402-021-535-83-47-30	
12996636	Refuse Serv: PW Shop #31140800 JUNE 2025	1,831.95	07/28/2025	101-017-543-50-47-00	
12996637	Refuse Serv: Civic Center #31140802 JUNE 202	401.66	07/28/2025	001-016-518-30-47-00	
13000006	Refuse Serv: PW Ops Sm Dumpster #32188714C	210.88	07/28/2025	101-017-543-50-47-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	4,120.82			
Vendor: 003087	NARROWS MARINA BAIT & TACKLE LLC			Check Sequence: 31	ACH Enabled: False
101734	Fuel for Boat/PD Marine	259.43	07/28/2025	001-006-521-21-32-00	
101734	Credit: Double Payment (pd w/FD CC & w/CK #	-234.27	07/28/2025	001-006-521-21-32-00	
10233	Fuel for Boat/PD Marine	156.16	07/28/2025	001-006-521-21-32-00	
10242	Fuel for Boat/PD Marine	278.25	07/28/2025	001-006-521-21-32-00	
	Check Total:	459.57			
Vendor: 003963	NARROWS MUSIC SOCIETY			Check Sequence: 32	ACH Enabled: False
2025-GRANT	Creative Endeavors Grant 2025 Harbor Winds B	2,000.00	07/28/2025	001-015-576-80-41-30	
	Check Total:	2,000.00			
Vendor: 000430	NCL of Wisconsin Inc			Check Sequence: 33	ACH Enabled: False
521630	Nitr.Inhib,BffrSol,Ammna,GlsFltrs,BODStd,Ppt	1,808.78	07/28/2025	402-021-535-83-31-00	
	Check Total:	1,808.78			
Vendor: 002665	North Industrial LLC			Check Sequence: 34	ACH Enabled: False
PP#7	CWP-2329 Shurgard Water Tank Repainting PP#	10,910.00	07/28/2025	420-026-594-34-63-88	
	Check Total:	10,910.00			
Vendor: 001743	Northstar Chemical Inc			Check Sequence: 35	ACH Enabled: False
312986	Sodium Hydroxide 200gal	1,203.32	07/28/2025	402-021-535-83-31-00	
313135	Sodium Hypochlorite 400gal	1,693.23	07/28/2025	402-021-535-83-31-00	
314700	Sodium Hypochlorite 250gal, Sodium Hydroxide	1,694.85	07/28/2025	402-021-535-83-31-00	
	Check Total:	4,591.40			
Vendor: 000475	ODP BUSINESS SOLUTIONS LLC			Check Sequence: 36	ACH Enabled: False
427874871001	Copy Paper	56.04	07/28/2025	001-006-521-10-31-00	
	Check Total:	56.04			
Vendor: 000461	OGDEN MURPHY & WALLACE PLLC			Check Sequence: 37	ACH Enabled: False
910994	General Retainer Serv/41.60hrs MAY 2025	4,561.02	07/28/2025	001-004-515-30-41-00	
910994	General Retainer Serv/41.60hrs MAY 2025	2,565.58	07/28/2025	101-017-543-30-41-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
910994	General Retainer Serv/41.60hrs MAY 2025	2,565.58	07/28/2025	401-020-534-12-41-10	
910994	Public Record Requests/0.30hrs MAY 2025	105.60	07/28/2025	001-004-515-30-41-00	
910994	Purdy Interchange v. Pierce County/12.30hrs MAY 2025	3,831.60	07/28/2025	402-021-535-12-41-11	
910994	Purdy Interchange v. Gig Harbor/2.40hrs MAY 2025	760.80	07/28/2025	402-021-535-12-41-11	
910994	General Retainer Serv/41.60hrs MAY 2025	2,850.64	07/28/2025	402-021-535-12-41-11	
910994	General Retainer Serv/41.60hrs MAY 2025	1,710.38	07/28/2025	411-046-531-12-41-10	
910994	Cannon LUPA Petition/0.10hrs MAY 2025	35.20	07/28/2025	001-004-515-30-41-00	
	Check Total:	18,986.40			
Vendor: 003662	Olympic Ag LLC			Check Sequence: 38	ACH Enabled: False
10394	Biosolids Disposal: 51.5 Wet Tons/JUNE 2025	3,856.84	07/28/2025	402-021-535-83-47-10	
	Check Total:	3,856.84			
Vendor: 004099	OnlineRME LLC			Check Sequence: 39	ACH Enabled: False
5156	OnlineRME: FOG Cleaning Serv Tracking/2nd C	196.00	07/28/2025	402-021-535-52-45-00	
	Check Total:	196.00			
Vendor: 003169	Pacific Office Automation			Check Sequence: 40	ACH Enabled: False
590883633	Lease: OCE 450 Plotter/Printer-PW Eng & Comm	14.36	07/28/2025	402-021-535-12-45-00	
590883633	Lease: OCE 450 Plotter/Printer-PW Eng & Comm	14.35	07/28/2025	411-046-531-80-45-00	
590883633	Lease: OCE 450 Plotter/Printer-PW Eng & Comm	35.89	07/28/2025	001-014-558-60-45-00	
590883633	Lease: OCE 450 Plotter/Printer-PW Eng & Comm	35.89	07/28/2025	001-014-558-50-45-00	
590883633	Lease: OCE 450 Plotter/Printer-PW Eng & Comm	14.36	07/28/2025	401-020-534-12-45-00	
590883633	Lease: OCE 450 Plotter/Printer-PW Eng & Comm	14.36	07/28/2025	101-017-543-30-45-00	
590883633	Lease: OCE 450 Plotter/Printer-PW Eng & Comm	14.36	07/28/2025	001-015-576-80-45-00	
590883674	Lease: Konica PW Eng 50423361_8 AUG 2025	82.48	07/28/2025	402-021-535-12-45-00	
590883674	Lease: Konica PW Eng & Comm Dev 50423361_8 AUG 2025	41.23	07/28/2025	411-046-531-80-45-00	
590883674	Lease: Konica PW Eng 50423361_8 AUG 2025	82.48	07/28/2025	101-017-543-30-45-00	
590883674	Lease: Konica & Canon Runner Court 50423361_8 AUG 2025	383.99	07/28/2025	001-003-512-50-45-00	
590883674	Lease: Konica PW Ops 50423361_9 AUG 2025	100.09	07/28/2025	001-015-576-80-45-00	
590883674	Lease: Konica PW Eng & Comm Dev 50423361_9 AUG 2025	41.24	07/28/2025	101-017-543-30-45-00	
590883674	Lease: Konica PW Eng 50423361_8 AUG 2025	82.48	07/28/2025	401-020-534-12-45-00	
590883674	Lease: Konica PW Ops 50423361_9 AUG 2025	100.09	07/28/2025	401-020-534-12-45-00	
590883674	Lease:Konica B/W & Clr Adm,Fin,HR,ITS #504	231.54	07/28/2025	001-004-518-88-45-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
590883674	Lease: Konica Comm Dev 50423361_10 AUG 2	200.17	07/28/2025	001-014-558-60-45-00	
590883674	Lease:Konica B/W & Clr Adm,Fin,HR,ITS #504	231.54	07/28/2025	001-004-518-10-45-00	
590883674	Lease: Konica PW Eng & Comm Dev 50423361	103.10	07/28/2025	001-014-558-50-45-00	
590883674	Lease:Konica PD Report Room 50423361_4 AU	291.91	07/28/2025	001-006-521-20-45-00	
590883674	Lease: Konica PW Ops 50423361_9 AUG 2025	100.08	07/28/2025	411-046-531-80-45-00	
590883674	Lease: Konica PW Eng & Comm Dev 50423361	103.10	07/28/2025	001-014-558-60-45-00	
590883674	Lease: Konica PW Ops 50423361_9 AUG 2025	100.09	07/28/2025	101-017-543-30-45-00	
590883674	Lease: Konica Comm Dev 50423361_10 AUG 2	200.18	07/28/2025	001-014-558-50-45-00	
590883674	Lease: Konica PW Eng 50423361_8 AUG 2025	82.48	07/28/2025	411-046-531-80-45-00	
590883674	Lease:Konica B/W & Clr Adm,Fin,HR,ITS #504	231.54	07/28/2025	001-004-514-23-45-00	
590883674	Lease: Konica PW Eng & Comm Dev 50423361	41.24	07/28/2025	402-021-535-12-45-00	
590883674	Lease: Konica PW Eng & Comm Dev 50423361	41.24	07/28/2025	401-020-534-12-45-00	
590883674	Lease:Konica PD Admin 50423361_6 AUG 202:	412.39	07/28/2025	001-006-521-10-45-00	
590883674	Lease: Konica PW Eng 50423361_8 AUG 2025	82.47	07/28/2025	001-015-576-80-45-00	
590883674	Lease: Konica PW Eng & Comm Dev 50423361	41.24	07/28/2025	001-015-576-80-45-00	
590883674	Lease:Konica B/W & Clr Adm,Fin,HR,ITS #504	231.54	07/28/2025	001-004-513-10-45-00	
590883751	Lease: Canon Plotter Printer Comm Dev AUG 20	79.19	07/28/2025	001-014-558-60-45-00	
590883751	Lease: Canon Plotter Printer Comm Dev AUG 20	79.19	07/28/2025	001-014-558-50-45-00	
	Check Total:	3,941.88			
Vendor: 000489	Parametrix Inc			Check Sequence: 41	ACH Enabled: False
68033	CSSP-2313 LS #5 Basin Improv PP#10 MAY 20	26,091.73	07/28/2025	410-022-594-35-65-95	
	Check Total:	26,091.73			
Vendor: 004043	Pease Construction Inc			Check Sequence: 42	ACH Enabled: False
PP#13	CPP-2007 GH Sports Complex PH 1B PP#13 JU	130,690.65	07/28/2025	109-015-594-76-63-31	
	Check Total:	130,690.65			
Vendor: 000506	Peninsula Light Co			Check Sequence: 43	ACH Enabled: False
MISC ACCTS#1	6874-4750 N Crk Est Pump/JUNE 2025	5,332.71	07/28/2025	401-020-534-51-47-00	
MISC ACCTS#1	450677-3510 Grandview St-EV Station/JUNE 20	152.48	07/28/2025	001-016-518-30-47-00	
MISC ACCTS#1	6913-3510 Grandvw Skate Park/JUNE 2025	39.04	07/28/2025	001-015-576-80-47-00	
MISC ACCTS#1	6945-3851 Grndvw-Cushman Trl Bthrm/JUNE 2	52.53	07/28/2025	001-015-576-80-47-00	
MISC ACCTS#1	6977-8698 Skansie Well#11/JUNE 2025	5,794.40	07/28/2025	401-020-534-51-47-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
MISC ACCTS#1	6920-4118 Rosedale-Wilk/JUNE 2025	71.50	07/28/2025	001-015-576-80-47-00	
MISC ACCTS#1	6950-3003 Harbor-Maint Pier/JUNE 2025	119.61	07/28/2025	001-015-576-80-47-00	
MISC ACCTS#1	6980-3525 Harborvw/Jerkovich/AncichPk/JUNE	113.02	07/28/2025	001-015-576-80-47-00	
MISC ACCTS#1	6860-3400 Grandview Pump/JUNE 2025	67.47	07/28/2025	401-020-534-51-47-00	
MISC ACCTS#1	6978-3525 Harborview Dr-Ancich Park/JUNE 20	38.43	07/28/2025	001-015-576-80-47-00	
MISC ACCTS#1	6905-8602 Skans-RosedaleWtrTank/JUNE 2025	115.66	07/28/2025	401-020-534-51-47-00	
MISC ACCTS#1	6907-3510 Civic Center/JUNE 2025	2,871.37	07/28/2025	001-016-518-30-47-00	
MISC ACCTS#1	6979-Boat Storage-3525 Harborview/JUNE 2025	162.68	07/28/2025	001-015-576-80-47-00	
MISC ACCTS#1	6878-5202 25th Ave-Rushmore Pump/JUNE 202	43.63	07/28/2025	401-020-534-51-47-00	
MISC ACCTS#1	6854-5998 SndVw StorUnit Pump/JUNE 2025	2,276.53	07/28/2025	401-020-534-51-47-00	
MISC ACCTS#1	6910-8714 HarbvW DnkyCrkBthrm/JUNE 2025	72.61	07/28/2025	001-015-576-80-47-00	
MISC ACCTS#1	6876-3711 Harborvw Eddon/JUNE 2025	82.35	07/28/2025	001-015-576-80-47-00	
MISC ACCTS#1	6962-3207 Harborvw Dr-Jerisich Dock/JUNE 20	192.24	07/28/2025	001-015-576-80-47-00	
MISC ACCTS#1	448841-8698 Skansie Ave-NEW PW OPS CTR/J	648.59	07/28/2025	101-017-543-50-47-00	
MISC ACCTS#1	6868-5118 89th City Shop/JUNE 2025	448.66	07/28/2025	101-017-543-50-47-00	
MISC ACCTS#2	6901-Kimball/Pioneer St Lts/Signal/JUNE 2025	56.29	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6966-2500 Hollycroft St Lt/JUNE 2025	51.21	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6900-3709 Harborview St Lts/Signal/JUNE 2025	68.85	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6851-4220 Harborvw-St Lts/Signal/JUNE 2025	2,067.84	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6952-Skans-Rose Flash Lt/JUNE 2025	18.87	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6976-5713 38th Ave St Lts/JUNE 2025	61.16	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6963-Serenity Loop Lts/JUNE 2025	46.81	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6894-3505 Rosedale St Lts/Signal/JUNE 2025	51.33	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6866-7201 Pioneer & Grandview/JUNE 2025	58.25	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6887-5600 38th Ave/56th St Lts/Signal/JUNE 20	78.51	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6949-6563 McDonald/Hunt St Lt/JUNE 2025	50.65	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6964-Hunt St NW/Serenity Lp Lts/JUNE 2025	51.84	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6985-7421 Pioneer Way Lts/JUNE 2025	45.30	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6986-38th Ave & Briarwood Ln Lights/JUNE 20	77.91	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6942-3580 50th St Ct NW Signal/JUNE 2025	66.80	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6956-4009 Harborvw-Estuary/JUNE 2025	41.85	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6899-3807 Rosedale St Lts/JUNE 2025	72.10	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6935-Pt Fosdick Dr NW & Olympic/JUNE 2025	115.67	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6882-Wollochet/Hunt St Lt/Signal/JUNE 2025	69.28	07/28/2025	101-017-542-63-47-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
MISC ACCTS#2	6883-8802 N Harborvw St Lts/Signal/JUNE 202	52.95	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6954-Grand-Snd Flash Lt/JUNE 2025	14.14	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6982-6401 Skansie Pk Str/Lts/JUNE 2025	101.37	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6915-2727 Hollycroft St Lts/Signal/JUNE 2025	48.77	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6906-2814 HarborVw St Lts/Signal/JUNE 2025	40.92	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6943-Str Lts WollWagnerWay/JUNE 2025	46.12	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6951-7427 Stanich St Lts/JUNE 2025	43.90	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6926-7221 Stinson Ave/JUNE 2025	66.12	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6897-4500 Pt Fosdick Dr/JUNE 2025	68.51	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6923-4701 Pt Fosdick Dr Light/JUNE 2025	64.58	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6914-7610 Pioneer St Light/JUNE 2025	67.83	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6896-6750 Kimball St Lts/Signal/JUNE 2025	69.28	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6909-7551 N Creek Lp Lt/JUNE 2025	57.21	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6850-Harborvw Dr-St Lts/Signal/JUNE 2025	14.14	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6934-Str Lts 56th&Olympic/JUNE 2025	154.39	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6918-7700 Skansie St Lts ChapelHill/JUNE 202	51.17	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6953-Harborview Flash Lt/JUNE 2025	14.14	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6891-4913 Rosedale St Lts/Signal/JUNE 2025	53.47	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6955-5524 Sound St Lt/JUNE 2025	63.55	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6936-3206 50th St NW & Olympic Drive/JUNE	101.07	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6919-3008 36th St NW & Pt Fosdick Dr NW Lts	54.33	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6973-3820 Hunt St NW Lts/JUNE 2025	60.65	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6970-4406 72nd St NW Lts/JUNE 2025	74.97	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6948-Pt Fosdick & 48th Traffic Light/JUNE 202	79.09	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#2	6886-2780 Hollycroft-Reid/56th St Lts/JUNE 20	58.00	07/28/2025	101-017-542-63-47-00	
MISC ACCTS#3	6971-3211 Harborview LS#4B/JUNE 2025	669.09	07/28/2025	402-021-535-52-47-20	
MISC ACCTS#3	6877-2201 50th St Ct-Reid&50th-LS#9/JUNE 20	79.34	07/28/2025	402-021-535-52-47-20	
MISC ACCTS#3	6872-2825 HBR Cntry Dr NW-Pump-LS#8/JUN	475.81	07/28/2025	402-021-535-52-47-20	
MISC ACCTS#3	6879-Pump Sta(s) 4815 38th LS#11/JUNE 2025	95.24	07/28/2025	402-021-535-52-47-20	
MISC ACCTS#3	6938-WWTP-4216 Harborview/JUNE 2025	19,433.86	07/28/2025	402-021-535-83-47-20	
MISC ACCTS#3	6870-7916 Ray Nash Dr NW LS#20/JUNE 2025	59.44	07/28/2025	403-021-535-11-47-00	
MISC ACCTS#3	6922-Pump Sta(s) 8803 Harbrvw LS#2A/JUNE :	175.72	07/28/2025	402-021-535-52-47-20	
MISC ACCTS#3	6975-Pump Sta(s) 2809 Ryan Ln LS#6/JUNE 20	89.51	07/28/2025	402-021-535-52-47-20	
MISC ACCTS#3	6965-6401 46th St-LS/JUNE 2025	166.66	07/28/2025	402-021-535-52-47-20	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
MISC ACCTS#3	6861-Pump Sta(s) 2823 Harbrvw LS#5/JUNE 20	53.03	07/28/2025	402-021-535-52-47-20	
MISC ACCTS#3	6895-Pump Sta(s) 6901 Wagner LS#14/JUNE 20	242.46	07/28/2025	402-021-535-52-47-20	
MISC ACCTS#3	6853-Sewer Pump 5611 Reid & 56thLS#7/JUNE	142.15	07/28/2025	402-021-535-52-47-20	
	Check Total:	45,049.01			
Vendor: 001612	Public Safety Testing Inc			Check Sequence: 44	ACH Enabled: False
2025-469	Police Recruiting Fees Q2 2025	195.00	07/28/2025	001-006-521-10-41-00	
2025-469	Police Recruiting Fees Q2 2025	195.00	07/28/2025	001-006-521-20-41-00	
	Check Total:	390.00			
Vendor: 004131	Public Sector Search & Consulting, Inc.			Check Sequence: 45	ACH Enabled: False
1222	Police Chief Recruitment Services & Brochure E	5,500.00	07/28/2025	001-004-513-10-41-00	
1222	Police Chief Recruitment Services & Brochure E	5,500.00	07/28/2025	001-004-513-10-49-00	
	Check Total:	11,000.00			
Vendor: 000567	Puget Sound Energy			Check Sequence: 46	ACH Enabled: False
200009162351	Gas Service: 3510 Grandview-Civic Center JUN	113.28	07/28/2025	001-016-518-30-47-00	
200012082992	Gas Service: 3207 Harborview-Skansie House JU	53.24	07/28/2025	001-015-576-80-47-00	
200012083701	Gas Service: 4216 Harborview Dr WWTP JUNE	150.63	07/28/2025	402-021-535-83-47-00	
220009237599	LS Standby Gas: 6401 Skansie Utility Stub JUN	56.20	07/28/2025	402-021-535-52-47-00	
220030241248	Gas Service: 2809 Ryan St LS6 JUNE 2025	60.74	07/28/2025	402-021-535-52-47-00	
	Check Total:	434.09			
Vendor: 000522	PURDY TOPSOIL & GRAVEL LLC			Check Sequence: 47	ACH Enabled: False
165402	Clean Unclassified Fill (1 ton) WWTP Landscap	25.00	07/28/2025	402-021-535-83-47-10	
	Check Total:	25.00			
Vendor: 004035	ROMERO, STACEY			Check Sequence: 48	ACH Enabled: False
029-250709	Spanish Interpreting via Zoom 7/9/2025	150.00	07/28/2025	001-003-512-50-41-05	
	Check Total:	150.00			
Vendor: 003773	Seattle's Finest Security & Traffic Control Inc			Check Sequence: 49	ACH Enabled: False
337007	Court Security Services Criminal Calendar 28.5h	2,821.50	07/28/2025	001-003-512-50-41-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	2,821.50			
Vendor: 002992	South Sound 911			Check Sequence: 50	ACH Enabled: False
127	911 LE Comm-Records/Communications/2nd Q	45,490.00	07/28/2025	001-006-521-20-45-00	
127	911 RMS Serv-Information Technology/2nd QTI	20,702.50	07/28/2025	001-006-521-20-45-00	
	Check Total:	66,192.50			
Vendor: 003596	Springbrook Holding Company LLC			Check Sequence: 51	ACH Enabled: False
INV-021101	Utility WebPay: Municipal Trans Fee #20/JUNE	0.50	07/28/2025	001-015-576-80-49-00	
INV-021101	Utility WebPay: CivicPay Month Subscription/JL	87.28	07/28/2025	402-021-535-12-49-00	
INV-021101	Utility WebPay: CivicPay Month Subscription/JL	43.64	07/28/2025	411-046-531-80-49-00	
INV-021101	Utility WebPay: CivicPay Month Subscription/JL	87.28	07/28/2025	401-020-534-72-49-00	
INV-021101	Utility WebPay: CivicPay Mo/Transact Fee #116	504.26	07/28/2025	402-021-535-12-49-00	
INV-021101	Utility WebPay: CivicPay Mo/Transact Fee #116	504.26	07/28/2025	401-020-534-72-49-00	
INV-021101	Utility WebPay: CivicPay Mo/Transact Fee #116	252.13	07/28/2025	411-046-531-80-49-00	
	Check Total:	1,479.35			
Vendor: 000651	State Treasurer			Check Sequence: 52	ACH Enabled: False
850008402	BCC Fees/2nd QTR 2025	760.50	07/28/2025	001-000-213-07-00-00	
	Check Total:	760.50			
Vendor: 000531	Tacoma Screw Products Inc			Check Sequence: 53	ACH Enabled: False
310047231	1/8" Grease Fittings (2), 14" Cable Tie (100)	39.14	07/28/2025	402-021-535-52-31-00	
	Check Total:	39.14			
Vendor: 003409	TOURNESOL SITEWORKS			Check Sequence: 54	ACH Enabled: False
SO1112	Memorial Bench: Paskey-At End of Jerisich Doc	2,888.81	07/28/2025	001-015-576-80-35-00	
	Check Total:	2,888.81			
Vendor: 003582	Tri-Tec Communications Inc			Check Sequence: 55	ACH Enabled: False
675850	Admin Phone Training for Michael McAlexande	240.02	07/28/2025	001-004-518-88-49-10	
	Check Total:	240.02			
Vendor: 000534	Utilities Underground			Check Sequence: 56	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
5060162	Excavation Notifications (88) JUNE 2025	118.80	07/28/2025	402-021-535-52-41-00	
	Check Total:	118.80			
Vendor: 003030	Verizon Wireless			Check Sequence: 57	ACH Enabled: False
6117410515	Credit: Return Equip PW Ops JUNE 2025	-381.85	07/28/2025	101-017-543-30-35-00	
6117410515	Custodian Cell Phone JUNE 2025	39.19	07/28/2025	001-016-518-30-42-00	
6117410515	PW Ops Cell Phones, Laptops & iPads JUNE 2025	804.01	07/28/2025	101-017-543-30-42-00	
6117410515	WWTP Cell Phones & iPads JUNE 2025	532.36	07/28/2025	402-021-535-83-42-00	
6117410515	Credit: Return Equip PW Ops JUNE 2025	-381.84	07/28/2025	411-046-531-80-35-00	
6117410515	Council Cell Phones JUNE 2025	354.06	07/28/2025	001-002-511-60-42-00	
6117410515	PW Eng Cell Phones & Laptops JUNE 2025	110.05	07/28/2025	402-021-535-12-42-00	
6117410515	Parks Manager Cell Phone JUNE 2025	39.19	07/28/2025	001-015-576-80-42-00	
6117410515	Planning Cell Phones & Laptop JUNE 2025	392.72	07/28/2025	001-014-558-60-42-00	
6117410515	Admin Cell Phones & Mayor iPad JUNE 2025	215.97	07/28/2025	001-004-513-10-42-00	
6117410515	PW Eng Cell Phones & Laptops JUNE 2025	110.04	07/28/2025	101-017-543-30-42-00	
6117410515	PW Eng Cell Phones & Laptops JUNE 2025	110.04	07/28/2025	001-015-576-80-42-00	
6117410515	Credit: Return Equip PW Ops JUNE 2025	-381.85	07/28/2025	001-015-576-80-35-00	
6117410515	PW Eng Cell Phones & Laptops JUNE 2025	110.05	07/28/2025	401-020-534-12-42-00	
6117410515	Police Marine Laptop JUNE 2025	40.01	07/28/2025	001-006-521-21-42-00	
6117410515	Credit: Return Equip PW Ops JUNE 2025	-381.85	07/28/2025	401-020-534-11-35-00	
6117410515	PW Eng Cell Phones & Laptops JUNE 2025	110.05	07/28/2025	411-046-531-11-42-00	
6117410515	Police Admin Cell Phones, GETAC Spare, iPad JUNE 2025	346.31	07/28/2025	001-006-521-10-42-00	
6117410515	Finance Cell Phones JUNE 2025	78.38	07/28/2025	001-004-514-23-42-00	
6117410515	PW Ops Cell Phones, Laptops & iPads JUNE 2025	804.01	07/28/2025	001-015-576-80-42-00	
6117410515	WWTP Cell Phones & iPads JUNE 2025	532.37	07/28/2025	402-021-535-52-42-00	
6117410515	PW Ops Cell Phones, Laptops & iPads JUNE 2025	804.01	07/28/2025	401-020-534-11-42-00	
6117410515	PW Ops Cell Phones, Laptops & iPads JUNE 2025	804.01	07/28/2025	411-046-531-80-42-00	
6117410515	PD Patrol Cell Phones, iPads, ExtraSims & GETAC JUNE 2025	1,937.68	07/28/2025	001-006-521-20-42-00	
6117410515	ITS Cell Phones JUNE 2025	156.76	07/28/2025	001-004-518-88-42-00	
6117410515	Bldg Cell Phones & Laptops JUNE 2025	356.81	07/28/2025	001-014-558-50-42-00	
6117410515	HR Cell Phones & iPad JUNE 2025	235.96	07/28/2025	001-004-518-10-42-00	
	Check Total:	7,496.65			
Vendor: 003031	Verizon Wireless Equip.			Check Sequence: 58	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
6117201043	Water Well SCADA M2M Service/JUNE 2025	228.52	07/28/2025	401-020-534-12-42-00	
	Check Total:	228.52			
Vendor: 000735	WA State Patrol			Check Sequence: 59	ACH Enabled: False
I2507058	Pre-Empl Background Check Temp HR Support	11.00	07/28/2025	001-004-518-10-49-00	
I2507058	Pre-Empl Background Check PW Ops Seasonal '	16.50	07/28/2025	001-015-576-80-49-00	
I2507058	Pre-Empl Background Check PW Ops Seasonal '	16.50	07/28/2025	411-046-531-80-49-00	
I2507058	Pre-Empl Background Check PW Ops Seasonal '	16.50	07/28/2025	401-020-534-12-49-00	
I2507058	Pre-Empl Background Check PW Ops Seasonal '	16.50	07/28/2025	101-017-543-30-49-00	
I2507058	Pre-Empl Background Check Comm Dev Assist	5.50	07/28/2025	001-014-558-50-49-00	
I2507058	Pre-Empl Background Check Comm Dev Assist	5.50	07/28/2025	001-014-558-60-49-00	
I2507243	Background Checks JUNE 2025	84.00	07/28/2025	001-000-237-25-00-00	
	Check Total:	172.00			
Vendor: 003317	Washington Water Service Co			Check Sequence: 60	ACH Enabled: False
1314558082	Water Service: 6401 Skansie LS21 JUNE 2025	28.32	07/28/2025	402-021-535-52-47-00	
8007317455	Water Service: 11502 Burnham LS12 JUNE 202	21.64	07/28/2025	402-021-535-52-47-00	
	Check Total:	49.96			
Vendor: UB*01767	LISA WEIDEMAN			Check Sequence: 61	ACH Enabled: False
	Refund Check 008322-000, 3316 TARABOCHI	407.89	07/28/2025	401-000-213-10-00-00	
	Check Total:	407.89			
Vendor: 000495	Westbay Auto Parts			Check Sequence: 62	ACH Enabled: False
347944	PX Black 16BR RTV Sil (2)	23.76	07/28/2025	402-021-535-52-31-00	
348043	Fulyins 25 FML&MLE 10pk, PC Large Dia. Du	42.52	07/28/2025	402-021-535-83-31-00	
	Check Total:	66.28			
Vendor: 002880	Wilco Farmers			Check Sequence: 63	ACH Enabled: False
646192/5	Elbows, Hose Menders, Hose Clamps	32.54	07/28/2025	402-021-535-83-31-00	
646200/5	Adj Spray Head, Full Spray Head, Spray Head P	67.15	07/28/2025	402-021-535-52-31-00	
	Check Total:	99.69			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Total for Check Run:	465,228.02			
	Total of Number of Checks:	63			

Accounts Payable

Check Register Totals Only

User: kmagalei@gigharborwa.gov
Printed: 7/18/2025 - 10:17 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
200427	07/28/2025	003660	3J Consulting Inc	14,618.38	0
200428	07/28/2025	002158	ALLEN, SANDRA L	5,500.00	0
200429	07/28/2025	000036	ALLMAX SOFTWARE LLC	3,098.00	0
200430	07/28/2025	004067	Barber, Mary	535.32	0
200431	07/28/2025	UB*01765	VICTOR & LISA BARRY	422.30	0
200432	07/28/2025	UB*01766	DONALD & INGE BEARDSLEY	200.00	0
200433	07/28/2025	004105	Bowman Consulting Group Ltd	6,100.00	0
200434	07/28/2025	UB*01768	THOMAS & ELIZABETH BRIDGE	227.47	0
200435	07/28/2025	UB*01764	JOE CARBONE	303.69	0
200436	07/28/2025	002557	Carollo Engineers Inc	2,522.25	0
200437	07/28/2025	000124	CenturyLink	9,147.95	0
200438	07/28/2025	002900	Cintas Corporation #461	987.99	0
200439	07/28/2025	003583	CLASSY CHASSIS - GH Kimball	26.00	0
200440	07/28/2025	003928	Consensus Cloud Solutions LLC	43.62	0
200441	07/28/2025	TCrowder	Crowder, Kim	60.40	0
200442	07/28/2025	000171	Databar Inc	2,779.03	0
200443	07/28/2025	001090	DM Recycling Company	753.00	0
200444	07/28/2025	002237	Gordon Thomas Honeywell	10,497.99	0
200445	07/28/2025	004053	Granicus, LLC	47,506.01	0
200446	07/28/2025	000271	Gray & Osborne Inc	2,901.01	0
200447	07/28/2025	003678	HARBOR ENGRAVING	72.27	0
200448	07/28/2025	003920	Henderson, Roger	825.23	0
200449	07/28/2025	002236	Hough Beck & Baird Inc	2,925.10	0
200450	07/28/2025	UB*01769	SUNITA KAKAR	19.77	0
200451	07/28/2025	UB*01770	FORREST & JANICE MONACO KE	234.70	0
200452	07/28/2025	UB*01771	JOHN KENNEDY	124.20	0
200453	07/28/2025	003305	Knutson, Katrina	882.83	0
200454	07/28/2025	001940	MBSquared Inc	3,952.12	0
200455	07/28/2025	000405	MINUTEMAN PRESS	141.57	0
200456	07/28/2025	000424	Murrey's Disposal Company Inc	4,120.82	0
200457	07/28/2025	003087	NARROWS MARINA BAIT & TACK	459.57	0
200458	07/28/2025	003963	NARROWS MUSIC SOCIETY	2,000.00	0
200459	07/28/2025	000430	NCL of Wisconsin Inc	1,808.78	0
200460	07/28/2025	002665	North Industrial LLC	10,910.00	0
200461	07/28/2025	001743	Northstar Chemical Inc	4,591.40	0
200462	07/28/2025	000475	ODP BUSINESS SOLUTIONS LLC	56.04	0
200463	07/28/2025	000461	OGDEN MURPHY & WALLACE PL	18,986.40	0
200464	07/28/2025	003662	Olympic Ag LLC	3,856.84	0
200465	07/28/2025	004099	OnlineRME LLC	196.00	0
200466	07/28/2025	003169	Pacific Office Automation	3,941.88	0
200467	07/28/2025	000489	Parametrix Inc	26,091.73	0
200468	07/28/2025	004043	Pease Construction Inc	130,690.65	0
200469	07/28/2025	000506	Peninsula Light Co	45,049.01	0
200470	07/28/2025	001612	Public Safety Testing Inc	390.00	0
200471	07/28/2025	004131	Public Sector Search & Consulting, In	11,000.00	0
200472	07/28/2025	000567	Puget Sound Energy	434.09	0
200473	07/28/2025	000522	PURDY TOPSOIL & GRAVEL LLC	25.00	0
200474	07/28/2025	004035	ROMERO, STACEY	150.00	0
200475	07/28/2025	003773	Seattle's Finest Security & Traffic Con	2,821.50	0
200476	07/28/2025	002992	South Sound 911	66,192.50	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
200477	07/28/2025	003596	Springbrook Holding Company LLC	1,479.35	0
200478	07/28/2025	000651	State Treasurer	760.50	0
200479	07/28/2025	000531	Tacoma Screw Products Inc	39.14	0
200480	07/28/2025	003409	TOURNESOL SITEWORKS	2,888.81	0
200481	07/28/2025	003582	Tri-Tec Communications Inc	240.02	0
200482	07/28/2025	000534	Utilities Underground	118.80	0
200483	07/28/2025	003030	Verizon Wireless	7,496.65	0
200484	07/28/2025	003031	Verizon Wireless Equip.	228.52	0
200485	07/28/2025	000735	WA State Patrol	172.00	0
200486	07/28/2025	003317	Washington Water Service Co	49.96	0
200487	07/28/2025	UB*01767	LISA WEIDEMAN	407.89	0
200488	07/28/2025	000495	Westbay Auto Parts	66.28	0
200489	07/28/2025	002880	Wilco Farmers	99.69	0
Check Total:				465,228.02	

Accounts Payable

Computer Check Proof List by Vendor

User: kmagalei@gigharborwa.gov
Printed: 07/23/2025 - 8:12AM
Batch: 70000.07.2025



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 000653	State of WA Dept of Revenue			Check Sequence: 1	ACH Enabled: True
273000606/07.2025	Sales & Use Tax/JUNE 2025	-0.01	07/25/2025	402-021-535-83-22-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	0.07	07/25/2025	411-046-531-80-48-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	-94.79	07/25/2025	411-046-594-31-64-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	-1.98	07/25/2025	401-020-534-51-41-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	0.06	07/25/2025	001-004-518-10-49-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	0.45	07/25/2025	411-046-531-80-31-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	-8.53	07/25/2025	001-015-576-80-48-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	-0.02	07/25/2025	402-021-535-52-22-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	0.08	07/25/2025	101-017-542-90-31-00	
273000606/07.2025	B&O Main Street Credit: Sewer Treatment Nash.	-39.03	07/25/2025	403-021-535-11-44-00	
273000606/07.2025	Water Excise Tax/JUNE 2025	19,692.30	07/25/2025	401-020-534-80-44-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	1,990.23	07/25/2025	001-006-594-21-64-22	
273000606/07.2025	Sewer Excise Tax/JUNE 2025	13,991.92	07/25/2025	402-021-535-83-44-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	1,030.98	07/25/2025	402-021-535-83-31-00	
273000606/07.2025	Stormwater Excise Tax/JUNE 2025	8,974.36	07/25/2025	411-046-531-80-44-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	-94.79	07/25/2025	401-020-594-34-64-00	
273000606/07.2025	B&O Main Street Credit: Water Penalty/JUNE 20	-37.63	07/25/2025	401-020-534-80-44-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	10.13	07/25/2025	001-014-558-60-31-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	229.56	07/25/2025	001-016-594-11-63-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	45.48	07/25/2025	001-015-576-80-31-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	0.18	07/25/2025	401-020-534-54-31-10	
273000606/07.2025	Moorage Excise Tax/JUNE 2025	184.48	07/25/2025	001-015-576-80-44-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	0.21	07/25/2025	001-006-521-10-31-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	0.11	07/25/2025	001-006-521-10-49-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	1.16	07/25/2025	001-004-513-10-49-10	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
273000606/07.2025	Sales & Use Tax/JUNE 2025	0.30	07/25/2025	001-016-518-30-48-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	-94.79	07/25/2025	101-017-594-44-64-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	6.46	07/25/2025	109-015-594-76-63-31	
273000606/07.2025	Sales & Use Tax/JUNE 2025	0.34	07/25/2025	101-017-542-30-32-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	-0.02	07/25/2025	001-004-513-10-31-00	
273000606/07.2025	B&O Main Street Credit: Moorage Collection/JL	-184.48	07/25/2025	001-015-576-80-44-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	-0.03	07/25/2025	402-021-535-52-31-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	15.93	07/25/2025	001-006-521-10-41-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	0.07	07/25/2025	101-017-542-30-48-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	-94.79	07/25/2025	402-021-594-35-64-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	4.78	07/25/2025	101-017-543-30-32-00	
273000606/07.2025	Sewer Excise Tax-Nash/JUNE 2025	89.48	07/25/2025	403-021-535-11-44-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	0.17	07/25/2025	001-004-513-10-49-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	0.07	07/25/2025	401-020-534-11-48-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	7.10	07/25/2025	101-017-542-30-31-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	0.45	07/25/2025	401-020-534-11-31-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	4.96	07/25/2025	001-016-518-30-31-00	
273000606/07.2025	Sales & Use Tax/JUNE 2025	-94.79	07/25/2025	001-015-594-76-64-00	
273000606/07.2025	B&O Main Street Credit: Sewer Treatment Net/J	-10,303.12	07/25/2025	402-021-535-83-44-00	
273000606/07.2025	B&O Main Street Credit: Storm Service/JUNE 2	-8,974.36	07/25/2025	411-046-531-80-44-00	
	Check Total:	26,258.71			
	Total for Check Run:	26,258.71			
	Total of Number of Checks:	1			

Clearing House

Electronic AP Proof List

User: kmagalei@gigharborwa.gov
Printed: 07/23/2025 - 8:16AM
Sort By: Vendor Name



Source	Vendor	Name	Transfer/Route	Check Digit	Account Number	Amount
AP5 70000-07-202	000653	State of WA Dept of Revenue,	1111/2222	3	999999	26,258.71
Records Printed: 1						26,258.71

General Ledger
Journal Entry Proof List

User: kbrooks@gigharborwa.gov
Printed: 7/11/2025 - 12:07 PM
Batch: 50008.07.2025



Account Number	Account Description	Debit Amount	Credit Amount	Line Description	System Reference	Project Management
Journal Entry: 063-07-2025		Journal Entry Date: 07/08/2025				
001-014-558-50-49-00	Miscellaneous	7.50	0.00	WA Dept of Licensing - Driver Abstract Rachel Howard/CommDevAsst		
001-000-111-10-00-00	Cash	0.00	7.50	WA Dept of Licensing - Driver Abstract Rachel Howard/CommDevAsst		
001-014-558-60-49-00	Miscellaneous	7.50	0.00	WA Dept of Licensing - Driver Abstract Rachel Howard/CommDevAsst		
001-000-111-10-00-00	Cash	0.00	7.50	WA Dept of Licensing - Driver Abstract Rachel Howard/CommDevAsst		
Journal Entry Totals		15.00	15.00			
Journal Entry Balance		0.00				
Report Totals:		15.00	15.00			
		0.00				



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

Meeting Date: July 28, 2025

SUBJECT: Resolution 1342 Adopting Council Guidelines & Procedures

SUBMITTED BY: City Clerk Josh Stecker

DEPARTMENT: Administration

PHONE: (253) 853-7613

SUGGESTED MOTION: Move to approve Resolution 1342.

BACKGROUND INFORMATION: The city council met in study session on July 17 and discussed revisions to its guidelines and procedures. Resolution 1342 captures the requested changes, which include:

- Defining meetings held at alternate locations as special meetings.
 - Requiring public comment to be accepted at study sessions.
 - Asking residents to provide their connection to the issue they are commenting on.
 - Moving presentations to before the consent agenda at council meetings and limiting presentation time to 10 minutes.
 - Adding the communications manager to the recipient list of the mayor and council email distribution.
-

FISCAL CONSIDERATION: N/A

ATTACHMENTS:

1. Resolution 1342
 2. Resolution 1342 Exhibit A
-

STRATEGIC PLAN PRIORITY: Foster a healthy city organization

RESOLUTION 1342

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, ADOPTING REVISED CITY COUNCIL GUIDELINES & PROCEDURES

WHEREAS, the City Council and Mayor wish to adopt formal guidelines and procedures to govern the conduct of their meetings in order to increase meeting efficiency and reduce conflict; and

WHEREAS, RCW 35A.12.120 authorizes the City Council to “determine its own rules and order of business and to establish formal rules for the conduct of council meetings”; and

WHEREAS, these guidelines and procedures are adopted for the sole benefit of the members of the City Council and the Mayor to assist in the orderly conduct of Council business; and

WHEREAS, these guidelines of procedure do not grant rights or privileges to members of the public or third parties; and

WHEREAS, the City Council may implicitly or by a majority vote determine to temporarily waive any of these guidelines or procedures; and

WHEREAS, these guidelines and procedures were first adopted on October 26, 2020 and subsequently amended on April 25 and December 12, 2022, and May 8, 2023, and April 8, 2024;

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

Section 1. The City of Gig Harbor City Council hereby adopts the City Council Guidelines & Procedures as set forth in Exhibit A.

Section 2. Resolution 1312 adopting City Council Guidelines & Procedures is hereby repealed.

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

Mary K. Barber
Mayor

Attest:

Joshua Stecker, CMC
City Clerk



CITY OF GIG HARBOR

COUNCIL GUIDELINES & PROCEDURES

REVISED July 28, 2025

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ARTICLE 1 – PURPOSE & SCOPE

The City Council Guidelines & Procedures should be considered a means to an end, and not an end in themselves. If used well, guidelines of procedure will advance fundamental goals and principles. They will help council spend its time well and make good decisions on behalf of the community. The guidelines should not become the master and the primary focus for the meeting. The "horse" (the principles) should come before the "cart" (the guidelines).

These guidelines of procedure are adopted for the sole benefit of the members of the city council and the mayor to assist in the orderly conduct of council business. These guidelines of procedure do not grant rights or privileges to members of the public or third parties. Failure of the city council to adhere to these guidelines shall not result in any liability to the city, its officers, agents, and employees, nor shall failure to adhere to these guidelines result in invalidation of any council act. The city council may implicitly or by a majority vote determine to temporarily waive any of the guidelines. Council action taken in disregard or non-conformity with these guidelines shall be construed as an implicit waiver.

The purpose of this document is to state shared values and workflows that emulate to the Gig Harbor community that the city council is dedicated to service with civility, accountability, public confidence, and respect. The city council understands that in order for the city to run efficiently and transparently, there must be a set of rules and procedures that are regularly followed. The city council, by adoption of this document, seeks to inspire public confidence in the city government.

The city council has a responsibility to set the policies for the city. In doing so, certain types of conduct are beneficial while others are destructive. The city council is composed of individuals with a wide variety of backgrounds, personalities, values, opinions, and goals. Despite this diversity, all choose to serve in public office and, therefore, have the obligation to preserve and protect the well-being of the community and its citizens. In all cases, this common goal should be acknowledged, and the council must recognize that certain behavior is counterproductive, while other behavior will lead to success.

STATEMENT OF ETHICS

Gig Harbor city councilmembers shall:

- Be dedicated to the concepts of effective and democratic government.
- Affirm the dignity and worth of the services rendered by government and maintain a sense of social responsibility.
- Be dedicated to the highest ideals of honor and integrity in all public and personal relationships.
- Recognize that the chief function of local government at all times is to serve the best interest of all the people.

- Keep the community informed on municipal affairs and encourage communications between the citizens and all municipal officers.
- Emphasize friendly and courteous service to the public and each other; seek to improve the quality of public service and confidence of citizens.
- Seek no favor; do not personally benefit or profit by confidential information or by misuse of public resources.
- Conduct business of the city in a manner which is not only fair in fact, but also in appearance.

PUBLIC SERVICE AGREEMENTS

1. Disagreement and difference of opinion is an honored and respected feature of government in Gig Harbor. Councilmembers will acknowledge and respect other councilmembers' perspectives. In areas of disagreement with another councilmember, every attempt will be made to have a private conversation outside of a council meeting first.
2. Councilmembers will take special care to listen and hear other councilmembers' perspectives. Communication will be done respectfully, kindly, and directly. Councilmembers will refrain from directing disrespectful gestures and using intimidating behavior toward each other.
3. Public input is paramount to crafting City policy. Councilmembers will actively listen and seek to understand citizen feedback.
4. Councilmembers will base their decisions on facts, but reconsider decisions if changing circumstances warrant reconsideration.
5. Councilmembers will not seek out the media to vent feelings when on the losing end of a vote.
6. Councilmembers will not criticize those who voted against their position on issues.
7. Once the council has adopted a policy or an issue is passed/defeated by majority vote, remaining councilmembers will not work against the decision.
8. Once a vote has been taken on an issue, councilmembers will support the policy/vote of the council.
9. When asked about an issue that has been decided by the council, councilmembers will state the city council's position, and that they support the body's decision. If asked, councilmembers may give their individual views on the issue.

ADHERENCE TO GUIDELINES

Each councilmember shall have the duty and obligation to review these guidelines and procedures and be familiar with its provisions.

During city council discussions, deliberations, and proceedings, the mayor will be primarily responsible to ensure that the city council, staff, and members of the public adhere to the council's adopted guidelines and procedures.

Knowing and/or willful failure to adhere to the provisions of guidelines and procedures may subject a councilmember to enforcement and sanctions, as follows:

- 1) Prior to undertaking any further steps, a councilmember who believes that a failure to adhere to these guidelines and procedures has been committed by a fellow councilmember must first reach out individually to that councilmember and express their concern(s) and provide an opportunity for the offending councilmember to remedy the failure to adhere.
- 2) Upon determining that there is credible evidence that a councilmember has, or may have, engaged in knowing and/or willful action or omission that constitutes failure to adhere to the provisions of these guidelines and procedures, a councilmember may call upon the council to determine whether such knowing and/or willful action or omission has occurred, and the sanctions, if any, to be imposed. This conversation may be held in executive session in accordance with RCW 42.30.100(1)(f). However, upon the request of the councilmember against whom the complaint is brought, this conversation must be held in open session;
- 3) A majority of the city council shall vote on whether to hold a hearing to determine the existence of an act or omission constituting a failure to adhere to these guidelines and procedures and the sanctions, if any, that may be considered. If such hearing is approved by the council, the hearing shall be held at the time and place specified in the motion approving such hearing, no sooner than 12 days following approval of the motion.
- 4) Prior to conducting any hearing on an alleged failure to adhere to the provisions of these guidelines and procedures, the city administrator shall provide written notice to the councilmember alleged to have engaged in such failure to adhere to these guidelines and procedures at least ten calendar days prior to the hearing. The written notice shall identify the specific provisions of these guidelines with which the councilmember is alleged to have failed to adhere and the facts supporting such allegation, as presented by the councilmember(s) calling for the hearing.
- 5) At such hearing, council shall determine whether there is sufficient evidence indicating that a councilmember has knowingly and/or willfully acted or failed to act in a manner constituting a failure to adhere to the provisions of these guidelines and procedures. The councilmember alleged to have failed to adhere to the provisions of these guidelines and procedures shall have the right to present evidence and testimony. A finding of the existence of such knowing and/or willful failure to adhere shall be determined by motion approved by a majority of the city council plus one.
- 6) Upon finding that a knowing and/or willful failure to adhere to the provisions of these guidelines and procedures has occurred, the city council shall proceed to determine whether the sanctions, if any, should be imposed. Appropriate sanctions may include, but are not limited to, the following:
 - i. public censure by resolution of the city council

- ii. removal of appointment to community boards, committees, or commissions; and
- iii. removal of appointment to council boards or committees

ARTICLE 2 – CITY COUNCIL MEETINGS

2.1 City Council Meetings Defined

A city council meeting is any meeting comprised of four or more councilmembers where city business is conducted. All city council meetings are subject to all provisions of the Open Public Meetings Act (OPMA).

Types of city council meetings include:

- **Regular and Official Meetings** – The city council meets in regular session on the second and fourth Mondays of each month at 5:30 p.m., as established in GHMC Chapter 2.04. In the event any of the regular and official meeting days fall upon a legal holiday, the regular and official meeting day shall be on the Tuesday following the second and fourth Monday of each month. During the months of August and December, the mayor is directed to cancel the second regular meeting of the month, unless the mayor or city council determines that it is necessary to hold these meetings to conduct essential city business.
- **Special Meetings** – Special meetings are any meetings which are not regular and official city council meetings and may be called by the mayor or a majority of council. Council may take final action on items published on the agenda of a Special Meeting. Any meeting held at a location other than the Gig Harbor Civic Center is a special meeting.
- **Study Sessions** – Study sessions provide council with the opportunity to discuss and explore issues before moving the matter to a regular and official meeting for final action. Council may direct the mayor to direct staff by motion or consensus at study sessions, but council may not take final action on any matters. In order to encourage discussion, study sessions are intended to be less formal in nature than regular meetings. It is appropriate for councilmembers to address each other informally during these meetings while still maintaining civility and decorum. Public comment will be accepted at study sessions following the staff report of each item on the agenda, consistent with the Section 2.3 of these guidelines. Comments will be limited to two minutes.
- **Council Retreats** – Annually, or as needed, council may hold retreats to discuss work plans and visioning for future action. Similar to study sessions, council may direct the mayor to direct staff by motion or consensus, but council may not take final action on any matters.
- **Workshops** – Workshops are utilized to provide training or procedural guidance to council on the role and function of council and other city governance matters.
- **Emergency Meetings** – An emergency meeting may be called without noticing requirements. An emergency meeting deals with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage when time requirements of a 24-hour notice would make notice impractical and increase the likelihood of such injury or damage.

Emergency meetings may be called by the mayor or a majority of council. The minutes will indicate the reason for the emergency.

- **Remote Meetings** – Any of the preceding meetings may be designated as a remote meeting during a state of emergency declared by the city, state, or federal government at the discretion of the mayor, or by a quorum of the city council if allowed by law. A remote meeting is a meeting of the city council during which a quorum or more of councilmembers appear or attend entirely by phone, the internet, or via other electronic means that allow real-time verbal communication during which all participants are simultaneously able to hear each other. Final action may be taken during remote meetings. Remote meetings are subject to all requirements of the Open Public Meetings Act. The public shall be provided with access and notice for all meetings as required by the Open Public Meetings Act.

At all council meetings, a majority of the council shall constitute a quorum for the transaction of business.

All city meetings will be broadcast live using the Zoom meetings platform (or another similar platform at the discretion of the city clerk) to allow residents to attend the meetings remotely. Public comment will be accepted by remote attendees at the appropriate portions of the meeting as defined in these guidelines.

Councilmembers and the mayor may appear at a council meeting by remote connection. Councilmembers intending to attend a meeting remotely should notify the mayor and city clerk in advance of the meeting. In instances when the mayor is remotely attending a meeting, the mayor will still function as the presiding officer. These remote attendance guidelines do not apply to remote meetings as defined above.

The city clerk or assistant city clerk shall attend all council meetings. If the city clerk and the assistant city clerk are absent from any council meeting, the city administrator shall appoint a clerk for that meeting.

Any city employee shall attend a city council meeting when requested by the mayor or city administrator for clarification or explanation of agenda items.

2.2 Rules of Order

All city council meetings shall be guided by the most recent edition of *Robert's Rules of Order*, as published by Scott, Foresman and Company. A quick reference chart of the most common "Rules of Order" questions is attached as **Exhibit A**. The city clerk shall act as parliamentarian during all meetings of the city council.

The mayor shall be addressed as "Mayor (surname)." Councilmembers shall be addressed as "Councilmember (surname)."

Councilmembers should speak to the issues in a civil manner, respecting the viewpoints of others, and focus on the issue at hand, sharing their own motives and reasons for supporting or not supporting an item for discussion in a polite manner towards each other and the public. Respect should be shown to present and past councilmembers, the mayor, and staff. If a motion is on the table, councilmember comments should speak to the motion. If an amendment to a motion is on the table, councilmember comments should speak only to the amendment.

The purpose of council discussion is to make known a councilmember's stance on a particular issue. Councilmembers should not use their comments in an attempt to debate their fellow councilmembers. Comments should be concise, succinct, and to the point. Rather than repeating other councilmembers' comments, councilmembers should simply express agreement with prior comments. Councilmembers may call a "point of order" if another councilmember persists in providing comment that is not germane to the issue.

Councilmembers may not email, text, or call anyone during a council meeting, except in an emergency. Councilmembers may not record or broadcast council meetings, aside from the city's authorized recording.

Councilmembers shall be seated in a manner acceptable to council. If there is a dispute, the council will decide by vote.

2.3 Public Comment

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.

The city council will accept oral public comments at its regular and official council meetings and study sessions. Oral comments may be made in person or by remote connection using the Zoom (or similar) meetings platform. All persons giving oral public comment will be asked to state their name, whether or not they reside within Gig Harbor city limits and their connection to the issue they are commenting about. Oral comments are not accepted at all other city council meetings, unless specifically noticed on the agenda for the meeting.

The city council will accept written comments on all agenda items when sent to mayorandcouncil@gigharborwa.gov.

During regular meetings, speakers will be allotted 3 minutes per individual, unless revised by the mayor. The mayor may allocate 5 minutes to speakers speaking on behalf of groups in attendance at the meeting.

In-person comments shall be made from the microphone. No in-person comments shall be made from any other location, and anyone making “out of order” comments may be subject to removal from the meeting.

All remarks shall be addressed to the council as a body and not to any specific councilmember. The City Council requests that all speakers be courteous in their language and deportment and not engage in discussion 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 for holding a public meeting, to give every person an opportunity to be heard, and to ensure that no individuals are embarrassed by voicing their opinions.

2.4 Role of the Mayor in Council Meetings

It shall be the duty of the mayor to:

- Call the meeting to order.
- Call the roll of councilmember attendance.
- Keep the meeting to its order of business.
- Control discussion in an orderly manner.
- Give every councilmember who wishes an opportunity to speak when recognized.
- Permit audience participation at the appropriate times.
- Require all speakers to speak to the question and to observe the rules of order.
- State each motion before it is voted upon.
- Put motions to a vote and announce the outcome.
- Decide all questions of order, subject to the right of appeal to the council by any councilmember.
- Attend all council meetings. In the event that the mayor is unable to attend a council meeting, the mayor pro tempore shall preside. In the event that both mayor and mayor pro tempore are unable to attend, council may pick a member to preside for that meeting.

The mayor has the authority to preserve order at all meetings of the council, to cause removal of any person from any meeting for disorderly conduct, and to enforce these guidelines. The mayor may command assistance of any peace officer to enforce all lawful orders of the mayor to restore order at any meeting.

The mayor shall have the authority to interpret and determine the application of these guidelines to any particular situation occurring during the course of that meeting, subject to an appeal and second by a councilmember, which places the matter before the full council.

2.5 City Council Regular Business Meeting Agendas

Consistent with Gig Harbor Municipal Code Chapter 2.04.030, the agenda for regular business meetings of the council shall be set by the mayor and city administrator. Any one of the city's elected officials may place an item on the agenda as long as the item is submitted to the city administrator a minimum of five working days prior to the council meeting. Other parties desiring to place an item on the agenda shall submit the item to the city administrator or mayor at least five calendar days prior to the council meetings. The city administrator and the mayor shall solely determine whether items submitted by other parties shall appear on any city council agenda.

The accepted order of business for the regular business meetings of the council shall be transacted as follows. The city administrator or mayor may rearrange items on the agenda to conduct the business before the council more expeditiously.

I. CALL TO ORDER / ROLL CALL

The mayor (or mayor pro tempore in the absence of the mayor) shall call to order the meeting of each city council meeting. The mayor shall call the names of each councilmember who will respond in the affirmative if present.

Councilmembers not present at roll call of a meeting shall be declared "excused" (if an acceptable reason for the absence was provided in advance of the meeting) or "absent" by the mayor. Council may reverse the mayor's declaration by a majority vote. Councilmembers arriving late to the meeting shall be recorded as "present" at the meeting with their arrival time noted in the minutes.

II. PLEDGE OF ALLEGIANCE

The mayor shall lead the council, staff, and all others present in reciting the pledge of allegiance at the beginning of each regular business meeting.

III. LAND ACKNOWLEDGMENT

At the beginning of each regular business meeting of the city council, the mayor shall read the following 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 s̓x̓wəbəc̓ 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."

IV. CHANGES TO THE AGENDA

Councilmembers or the mayor may make suggested changes to the agenda. Councilmembers wishing to bring up new items for discussion

should do so at this time. Changes to the agenda will be approved by a majority vote of the council.

V. PRESENTATIONS

This portion of the meeting is reserved for presentations from individuals or organizations outside of city government. Presentations will be added to the agenda at the discretion of the mayor and city administrator or at the request of individual councilmembers.

Presentations should strive to be no longer than 10 minutes in length, not including questions from council.

- VI. PUBLIC COMMENT ON CONSENT AGENDA ITEMS** Public comment on consent agenda items shall be accepted in accordance with Section 2.3 of these guidelines. Speakers at all times must confine their remarks to those facts which are germane and relevant, as determined by the mayor, to the matters included within the consent agenda.

VII. CONSENT AGENDA

Each agenda shall include a “consent agenda” in the order of business. When the city administrator and mayor determine that any item of business requires action by the council, but is of a routine and noncontroversial nature, they may cause such item to be presented at a regular meeting of the council as part of the consent agenda.

The reference material for all matters listed within the consent agenda shall be distributed to each member of the city council for their review prior to the meeting. Matters on such consent agenda shall be considered to be routine and may be enacted by a single motion of the council with no separate discussion unless removed from the consent agenda as hereinafter provided.

If separate discussion of any consent agenda item is desired, that item may be removed from the consent agenda at the request of any individual councilmember. At the conclusion of passage of the consent agenda, those items removed at the request of any individual councilmember shall either be discussed and acted upon before proceeding to the next item of business on the agenda or shall be set to a later position on the agenda for that meeting.

Approval of the motion to approve the consent agenda shall be fully equivalent to approval, adoption, or enactment of each motion, resolution, or other item of business thereon, exactly as if each had been acted upon individually.

VIII. MAYOR’S REPORT

IX. CITY ADMINISTRATOR'S REPORT

X. BUSINESS ITEMS

The sequence of steps for considering business items shall be:

- a) Staff report
- b) Clarifying questions from council
- c) Public comment
- d) Council deliberation and action

Public comment will be allowed on all business agenda items unless the matter was previously considered under a formal public hearing and the hearing has been closed, or if the matter is governed by ordinance or statute that prohibits the receipt of public comment.

Public comment on business items shall be accepted in accordance with Section 2.3 of these guidelines. Speakers at all times must confine their remarks to those facts which are germane and relevant, as determined by the mayor, to the questions or matter under discussion.

Councilmembers should refrain from making motions until the step for council deliberation and action, after taking public comment.

XI. STAFF REPORTS

This portion of the meeting is reserved for presentations from city staff only. Staff reports will be added to the agenda at the request of staff and/or at the discretion of the mayor and city administrator, or at the request of individual councilmembers. Actions taken during this portion of the meeting should be limited to providing guidance and direction to the mayor to direct staff.

XII. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Public comment on items not on the agenda shall be accepted in accordance with Section 2.3 of these guidelines.

During public comment, the mayor may recognize any councilmember or city staff for the limited purpose of providing a brief response, comment, or summary of expected action. No debate of the merits of the item should occur at this time. Any councilmember may indicate that he or she desires to discuss the matter further under Councilmember Reports & Comments.

XIII. COUNCILMEMBER REPORTS & COMMENTS

This portion of the meeting is reserved for reports from the council committee chairs and other general comments from councilmembers. This

portion of the meeting is the time for councilmembers to introduce new items for consideration. Councilmembers may bring up suggestions and ideas and, with majority of council concurrence, may direct the mayor to direct staff to analyze and prepare a brief report on the issue.

XIV. ANNOUNCEMENT OF UPCOMING MEETINGS

A list of upcoming meetings with proposed agenda items shall be included in each packet along with the city council's strategic plan.

XV. EXECUTIVE SESSION

The council may hold executive sessions from which the public may be excluded, for those purposes set forth in RCW 42.30.110.

Before convening an executive session, the mayor shall announce the purpose of the session, the anticipated time when the session will be concluded, and if any business or action is anticipated to be conducted by council after the executive session. Should the executive session require more time, a public announcement shall be made that the executive session is being extended.

Councilmembers must keep confidential all written materials and verbal information provided to them during executive session, to ensure that the city's position is not compromised. Confidentiality also includes information provided to councilmembers outside executive session when the information is considered to be exempt from disclosure under state law. State statute prohibits both the disclosure of confidential information and its use for personal gain or benefit.

If the council, in executive session, has given direction or consensus to city staff on proposed terms and conditions for any type of issue, all contact with the other party shall be done by the designated city staff representative handling the issue. Prior to discussing the information with anyone other than fellow councilmembers, the city attorney, or city staff designated by the city administrator, councilmembers should review such potential discussion with the city administrator. Any councilmember having such contact or discussion shall make full disclosure to the city administrator and/or the city council in a timely manner.

XVI. ADJOURN

Meetings shall be adjourned by a motion, second, and majority vote of the council.

2.6 Voting

Unless otherwise provided for by statute, ordinance, or resolution, all votes shall be taken by voice, except that at the request of any councilmember, a roll call vote shall be taken by the mayor.

The passage of any ordinance, grant, or revocation of franchise or license, any resolution for the payment of money, and any approval of warrants shall require the affirmative vote of at least a majority of the whole membership of the council.

The passage of any public emergency ordinance (an ordinance that takes effect immediately), expenditures for any calamity or violence of nature or riot or insurrection or war, and provisions for a lesser emergency, such as a budget amendment, shall require the affirmative vote of at least a majority plus one of the whole membership of the council.

The passage of any motion or resolution shall require the affirmative vote of at least a majority of the membership of the council who are present and eligible to vote, unless otherwise required by provisions of state law, the Gig Harbor Municipal Code, or these guidelines.

In the situation where the city attorney states that a councilmember's participation would violate, or appears to be violating, the appearance of fairness doctrine by failure to recuse, a super majority (majority plus one of members present) of the nonaffected councilmembers may vote to require the affected member not to participate in a particular proceeding and, if so, the affected councilmember's vote shall not be counted and the affected councilmember shall not participate in the proceeding.

Councilmembers who are board members with an outside agency that is being considered for funding with the city may not put a motion forward or vote on the motion. If a councilmember could secure special privileges or exemptions for himself, herself, or others from a particular council discussion and/or action, that councilmember must recuse himself or herself from voting on that issue.

A motion by a councilmember to "call the question" allows a vote on the pending motion to immediately take place. Prior to the vote on the motion to call the question, the Mayor will inform council of the number of councilmembers still waiting to speak.

All votes on final actions taken by the city council will be recorded in the city council vote tracker posted on the city's website.

2.7 Enacted Ordinances, Resolutions and Motions

An enacted ordinance is a legislative act prescribing general, uniform, and permanent rules or regulations relating to the operation and corporate affairs of the municipality. Council action shall be taken by ordinance when required by law, or where such conduct is enforced by penalty.

An enacted resolution is an administrative act, which is a formal statement of policy concerning matters of special or temporary character. Council action shall

be taken by resolution when required by law and in those instances where an expression of policy more formal than a motion is desired.

An enacted motion is a form of action taken by the council to direct that a specific action be taken on behalf of the municipality. A motion, once approved and entered into the record, is the equivalent of a resolution in those instances where a resolution is not required by law, and where such motion is not in conflict with existing state or federal statutes, city ordinances, resolutions, or these guidelines.

On occasion, council may give direction or express its intention by consensus. Consensus is achieved when a direction is provided and receives stated approval with no objections raised by councilmembers. To avoid ambiguity that can arise from consensus decision-making, and to provide staff with concise directions, council should formalize their intent by motion whenever possible.

2.8 Reconsideration

Any action of the council shall be subject to a motion to reconsider. Reconsideration can be requested only by motion of a member of the prevailing side of the original motion. A motion to reconsider must be made at the next regular meeting after the meeting in which the original motion was considered. A motion to reconsider is debatable only if the action being reconsidered is debatable. Upon passage of a motion to reconsider, the subject matter shall be added to the agenda of the next regular meeting.

2.9 Meeting Packets

The city clerk shall prepare the meeting packet for all council meetings containing the agenda, all reports of council committees, all documentary materials upon which council action is to be taken, and copies of all minutes to be approved. The agenda and packet shall be published on the City's website before 5:00 p.m. five calendar days before the meeting date. Items may be revised or added to the agenda after publication, subject to the mayor's discretion. Presentation materials (i.e., PowerPoint files) will be added to the online meeting packet as soon as they are available in advance of the meeting.

Councilmembers and affected staff should read the agenda material and ask clarification questions prior to the council meeting, when possible. Printed copies of the meeting packet will be provided to the mayor, councilmembers, and staff upon request.

2.10 Minutes

Minutes of city council meetings shall be recorded and signed by the city clerk or their designee. Minutes of city council business meetings shall be approved by council at the subsequent regular business meeting. Minutes of city council study sessions and council committees shall be submitted to council as part of the consent agenda at a subsequent regular business meeting.

In order to maximize personnel resources in a cost-effective and efficient manner, and to preserve an accurate and concise record, minutes of all city meetings shall be recorded as “action minutes” and shall include the following:

- Name of the body.
- Date, hour, and place of the meeting.
- The names of members in attendance and members absent. If a member arrives late or departs before adjournment, the minutes should reflect the time of arrival and/or departure at that point in the minutes.
- Whether it is a regular, adjourned, or special meeting.
- Time the meeting commenced. Time of meeting recess (if any).
- Topics of business.
- Actions taken on each business item.
- Record of motions and votes.
- Direction given to staff by general consensus.
- Oral communications/public comment need only reference the name of the person, subject matter addressed, and direction given from council (if any).
- Adjournment time and, if applicable, whether the meeting was adjourned to another time prior to the next regular meeting.
- Signature block for the city clerk.

ARTICLE 3 – COUNCIL COMMITTEES

3.1 Council Committees Defined

Council may form *ad hoc* committees to address specific issues as needed.

Each council committee shall have a designated staff person assigned by the city administrator who will assist the committee with scheduling meetings, preparing packet materials, and taking action minutes of the meetings.

3.2 Committee Meetings

All council committee meetings shall be subject to all provisions of the OPMA. Committees shall meet during regular working hours unless an emergency exists. Meeting agendas shall be posted five calendar days prior to the committee meeting unless an emergency exists.

It shall be the right and responsibility of each department head to make their position known to the council committee on each matter for council action affecting the department referred to the committee.

3.3 Duties of the Chair

Each council committee shall have an elected chair. The chair of the respective Council Committees shall have the following responsibilities:

- Schedule and attend meetings of the committee, which shall be open to members of the public.
- Determine the need to cancel a scheduled committee meeting.
- Determine the need to call a meeting of the committee.
- Work with other committee members, the mayor, and city staff to develop the agenda for each meeting.
- Ensure that the committee adheres to the defined scope of business for that committee.
- Determine the appropriateness of accepting public comment during committee meetings.

3.4 Actions Taken by the Committees

The chief duty of council committees is to take up matters referred to them by the city council. Motions made at a committee meeting should be phrased as recommendations to council on specific actions to be taken.

Council committees do not have the authority to take action on behalf of council. Council committees may not direct the mayor or staff. Council committees may make recommendations to the mayor on administrative actions within the scope of the committee, but these recommendations should be informal; the mayor is not obligated to adhere to these recommendations. Council committees cannot terminate an action or request by staff or the public. They can only provide council a recommendation on the topic.

ARTICLE 4 – MAYOR PRO TEMPORE

4.1 Appointment

Pursuant to RCW 35A.12.065 and consistent with GHMC Chapter 2.14, annually at the second regular business meeting in January, council shall elect from their number a mayor pro tempore who shall hold office at the pleasure of council. Council may, as the need may arise, appoint any qualified person to serve as mayor pro tempore in the absence or temporary disability of the mayor. The mayor pro tempore shall have such powers and authority, in the absence or temporary disability of the mayor, as specified in these guidelines.

4.2 Authority

The mayor pro tempore shall have authority to preside over meetings of council, sign warrants and written contracts, and perform other administrative duties of the mayor, but only for such period of time as the mayor is absent or temporarily disabled, as defined herein, and only to the extent necessary for the efficient conduct of the business of the city.

The mayor pro tempore shall have the authority to act as the mayor in the mayor's absence only when the mayor is away and cannot perform duties that cannot await their return or that cannot be performed by telephone or other type of communications link. The authority of the mayor pro tempore to act under authority of these guidelines shall end upon the mayor's return or the removal of any temporary disability. The mayor pro tempore shall not delegate the authority herein granted to another city official.

The mayor pro tempore shall not in any case have the authority to appoint or remove city officers and employees, to veto ordinances, to adopt or repeal administrative procedures, or to reorganize the administration of the city.

4.3 Absence or Temporary Disability of the Mayor Defined

For purposes of these guidelines, the "absence or temporary disability of the mayor" shall mean that due to absence or illness, the mayor is unable to perform the regular duties of their office. In application of the foregoing definition, the following shall apply:

- The mayor shall not be deemed temporarily disabled if, due to illness, he or she is unable to perform some of the duties, such as attending a council meeting, if he or she is able to perform other duties of the office on an ongoing basis.
- During such times as city offices are closed, the mayor pro tempore shall have authority to act in the mayor's absence only with respect to such emergencies that require the mayor's presence.

4.4 Mayor's Salary for the Mayor Pro Tempore During Extended Absence or Disability of the Mayor

The mayor pro tempore shall not receive the mayor's salary during the extended absence or disability of the mayor, provided, the council may by ordinance provide for such compensation for the mayor pro tempore.

ARTICLE 5 – ADVISORY BOARDS, COMMISSIONS, & COMMITTEES

5.1 Purpose and Application

The purpose of this section is to establish general provisions applicable to all Advisory Boards. The provisions of this article govern advisory boards unless otherwise specifically provided by ordinance, motion, or resolution of the city council, or as may be required by state law.

An “advisory board” means any board, committee, or commission created by the city council to give advice on subjects and perform such other functions as prescribed by the city council. Advisory boards also include task forces, informal committees, or working groups formed by city council resolution for short periods of time or for specific tasks.

The City of Gig Harbor’s advisory boards are fundamental to encouraging the use of citizen talent and interest in affairs of the city. Our residents have enjoyed a long tradition of participation in city government. Through representation on boards and commissions, Gig Harbor residents are offered an important avenue to help create effective and equitable policies. Resident involvement contributes to the success of government and the quality of life enjoyed by everyone in the community.

5.2 Formation of Advisory Boards

All standing advisory boards shall be established in the Gig Harbor Municipal Code. Current standing advisory boards include:

- Arts Commission
- Civil Service Commission
- Design Review Board
- Historic Preservation Commission
- Lodging Tax Advisory Committee
- Parks Commission
- Planning Commission
- Salary Commission

Council may also create *ad hoc* advisory boards, such as blue ribbon work groups and task force groups, by resolution. Such advisory boards are subject to the same provisions of this article.

5.3 Scope of Work

Each advisory board, when it is formed, will have a specific statement of purpose and function, which will be re-examined periodically by the city council to determine its effectiveness. This statement of purpose, as well as other information regarding duties and responsibilities, will be made available to all members when appointed.

The city council may determine any specific guidelines or tasks to be referred to the advisory board by motion or resolution.

Each advisory board may develop an annual work plan, within the jurisdiction and area of responsibility assigned to the board in the Gig Harbor Municipal Code. All work plans must be approved by the city council and carried out under the direction of the mayor.

5.4 Membership and Residency Requirements

The number of members and any specific qualifications of each standing advisory board shall be set forth in the Gig Harbor Municipal Code.

Unless otherwise specifically provided in the Gig Harbor Municipal Code, or as may be required by state law, each person at the time of nomination, and continuing uninterrupted thereafter while serving on an advisory board, shall be a resident of the greater Gig Harbor area within Pierce County (west of the Tacoma Narrows Bridge and east of the Purdy Bridge). Persons living outside of the greater Gig Harbor area may be appointed to an advisory board if they work full-time within Gig Harbor city limits in a position which qualifies them for appointment (i.e. lodging tax collectors or receivers or design review professionals).

5.5 Appointment Process

Appointments to Advisory Boards shall be made by the mayor as specified in the Gig Harbor Municipal Code.

The city clerk shall be responsible for recruiting applicants for advisory board vacancies. Upcoming vacancies will be noticed on the city's website and through various other outreach methods, as appropriate. The city clerk will establish an application form and application deadlines to facilitate timely appointment of candidates.

All interested candidates must submit an advisory board application on the city's website to be eligible for consideration. Current members seeking reappointment are required to submit an application.

Following selection for appointment by the mayor, candidates will be introduced to council at a study session. Candidates shall be deemed appointed and shall commence service after confirmation by the city council on the consent agenda of a regular city council meeting.

5.6 Appointment Terms

Each appointee shall be assigned a specific numbered position on each Advisory Board. Each confirmation motion by the council shall include an ending date and term for the position to which the person is appointed and such information shall be entered into the council minutes.

Unless otherwise specified in the Gig Harbor Municipal Code or by state law, all appointment terms shall be for a period of three years.

At the expiration of a member's term, the member may hold over and continue to serve as a member until the member or a successor is appointed and confirmed by the council.

5.7 Vacancies

Vacancies shall be filled for the unexpired term in the same manner as the original appointment. Membership vacancies shall be filled for the unexpired term.

Any member may be removed by the mayor, if, in the mayor's determination, that removal is in the best interest of the city. Removal should not occur for disagreement with an official recommendation of the board or its members. The mayor may also remove any member who has violated the provisions of these guidelines or the Gig Harbor Municipal Code. The mayor may also remove members who have three or more consecutive unexcused absences from regular advisory board meetings.

5.8 Expectations of Advisory Board Members

It is imperative that board members recognize they are in a critical position to shape and influence board decisions and actions. It is important that each member keeps informed and up to date on issues and statutes affecting their board.

Regular attendance is essential so that decisions will represent the opinions of the board as a whole. In addition, regular attendance enables board members to keep abreast of board concerns and helps ensure that issues are examined from a variety of perspectives. A person may forfeit their position on the board as a result of poor attendance.

Effective board members will:

- Attend all board meetings and be well prepared for meetings.
- Recognize that serving the public interest is the top priority.
- Recognize that the board must operate in an open and public manner.
- Be knowledgeable about the legislative process and issues affecting the board.
- Examine all available evidence before making a judgment.
- Communicate well and participate in group discussions.
- Remain aware that authority to act is granted to the board as a whole, not to individual members.
- Exhibit a willingness to work with the group in making decisions.
- Recognize that compromise may be necessary to reach consensus.

- Prioritize equity and inclusivity by ensuring that personal feelings or biases towards fellow board members or staff do not impede their ability to make fair and unbiased decisions.
- Positively promote the mission, vision, and values of the city and the board.
- Continuously exemplify the city's commitment to fostering an inclusive culture that embraces diversity and promotes equity for all.
- Treat every individual with a commitment to respect, courtesy, thoughtfulness, and genuine appreciation for the unique experiences and perspectives each person brings, recognizing and valuing their diverse identities and backgrounds.

If a member is unable to complete their term, they should inform the City Clerk's Office and the staff liaison for the board. An email or letter of resignation should be sent to the City Clerk indicating the date the resignation is effective and whether the member is able to serve until a replacement is named.

5.9 Chair and Vice Chair - Identification and Election

Each advisory board shall elect from its membership a presiding officer who shall be referred to as chair, and such officer shall serve for one year. Each advisory board shall also elect from its membership a vice chair who shall perform the duties of the chair in the absence of the chair, and such officer shall serve for one year. Elections should be held at the first regular meeting of each year.

The Chair shall:

- Work with staff liaison to prepare agendas
- Preside at all meetings
- Call the meeting to order at the scheduled time
- Verify the presence of a quorum
- "Process" all motions (state the motion prior to discussion, restate the motion just prior to the vote, announce the result of the vote)
- Facilitate meetings by staying on track and adhering to time constraints
- Rule on any points of order using Roberts Rules of Order as guidance
- Conduct the meeting in a fair and equitable manner
- Maintain neutrality to facilitate debate
- Serve as official representative of the commission or designate another commissioner

The Vice Chair shall:

- In the absence of the chair, assume the role of the chair
- Preside at any meeting where the chair is absent
- Work in partnership with the chair

5.10 Quorums, Transacting Business

A majority of the appointed members of the advisory board shall constitute a quorum for the transaction of business. An affirmative vote of the majority of a quorum in attendance at any meeting shall be necessary to transact business or carry any proposition.

5.11 Conflicts of Interest

If any members of an advisory board conclude that they have a conflict of interest or an appearance of fairness problem with respect to a matter pending before the advisory board so that they cannot discharge their duties on such an advisory board, they shall disqualify themselves from participating in the deliberations and the decision-making process with respect to the matter.

5.12 Liaisons and Representatives

The mayor shall designate a staff person to function as the primary support person for each advisory board. The designated staff person will serve as the liaison between the Advisory board and the city council, other advisory boards, and city staff. The designated staff liaison may request the assistance of the chair or vice chair in relaying advisory board matters to other bodies.

The primary function of the staff liaison is to carry out the rules, policies, and programs developed by the board. In addition, staff members notify board members of pertinent issues and legislative activity. They also arrange meetings, prepare meeting materials, compile background information, and conduct research.

5.13 Procedures, Records, and Minutes

Rules of order not specified by statute, ordinance, or council resolution shall be guided by the principles of Robert's Rules of Order. Advisory boards should not allow strict adherence to Roberts Rules of Order to impede the board in conducting its business.

The city clerk shall provide for the taking of action minutes, as defined in Section 2.10 of these guidelines, and maintaining the records of all regular and special meetings.

5.14 Meetings

Each advisory board shall hold regular public meetings at such times and places as determined by the advisory board with the concurrence of the mayor. All meetings of an advisory board shall be subject to all requirements of the Open Public Meetings Act (OPMA). All members of governing bodies must complete OPMA training. Training must be completed within 90 days of assuming duties.

Advisory boards are required to take oral public comment at each of their regular meetings. Oral comments may be made in person or by remote connection using

the Zoom (or similar) meetings platform. Comments are subject to a 3-minute time limit and the other provisions of Section 2.3 of these guidelines.

Advisory Boards may request special meetings to deal with specific matters. Special meetings may only be held with the consent of the mayor.

5.15 Subcommittees

Advisory boards may form subcommittees to address specific tasks or issues assigned to an advisory board. All subcommittees must be approved by the mayor and all meetings of subcommittees are subject to the Open Public Meetings Act.

5.16 Communications with City Council

Expressions of an advisory board's position, recommendation, or request for any action shall be in the form of a motion or other written communication, setting forth the reasons, facts, policies, and/or findings of the body supporting the communication, and shall be directed to the city council. Such communications shall be conveyed to council by the staff liaison designated to support the advisory board. Staff liaisons shall regularly report to the city council on board activities.

Advisory board members are appointed by the city council on the basis of their expertise or passion for the subject matter of each advisory board. As such, councilmembers should not attempt to influence or persuade advisory board members on matters referred to the advisory board. Councilmembers should not attend advisory board meetings in person in order to not unduly influence advisory board deliberations.

Similarly, advisory board members should not reach out individually to councilmembers to seek direction or guidance. Communications between the city council and an advisory board should be conducted through the designated staff liaison for each advisory board.

5.17 Communications with the Public

In general, advisory board communication with the public should be restricted to the staff liaison assigned to each advisory board. Members should not represent themselves as advisory board members unless they have specifically been directed to do so by the advisory board in consultation with the staff liaison.

5.18 Communications with Other Advisory Board Members

Advisory board members should not communicate directly with other members of the same advisory board on official advisory board business outside of their meetings. Such communications should be directed toward staff liaisons who can inform other board members as necessary in advance of the next meeting.

Communications between individual board members can easily lead to “serial meetings” which violate the Open Public Meetings Act. A serial meeting occurs when a majority of members have a series of smaller gatherings or communications that results in a majority of the body collectively discussing board matters, even if a majority is never part of any one communication.

5.19 Lobbying Efforts

Advisory boards shall not lobby on legislative or political matters unless specifically directed or authorized to do so by the city council or the mayor. A member of the advisory board is not authorized to speak for the board, unless the board has expressly authorized the member’s communication and no board member is authorized to speak on behalf of the city. An individual member is free to voice a position, oral or written, on any issue as long as it is made clear that the member is not speaking as a representative of the city or as a member of an advisory board.

5.20 Compensation and Reimbursement of Expenses

Members of advisory boards shall serve without compensation. Members shall be reimbursed for authorized travel expenses incidental to that service, which are authorized in advance by the mayor.

ARTICLE 6 – COUNCILMEMBER COMMUNICATIONS

6.1 General Communications

All city-related correspondence from councilmembers should come from the councilmember's city-assigned email account. Personal email accounts and texting from personal phones shall not be used when communicating with each other, staff, or residents on city business. If personal devices are used for city business or contain city records, those personal devices may need to be searched in order to fully respond to public records requests and may eventually be subpoenaed as evidence in public records disclosure cases. Further, any city document contained on a personal device must be retained according to the State prescribed retention schedules.

6.2 Communications with Other Councilmembers

When communicating with each other outside of city council meetings, councilmembers should be mindful of avoiding creating a serial meeting in violation of the Open Public Meetings Act (OPMA). It is important to remember that serial meetings are not limited to simple email chains. They can be created by a combination of personal conversations, text messages, emails, or other forms of communication.

Emails sent to the entire council should be strictly *informational* in nature. Opinions should be withheld from emails and should be shared during a noticed public meeting. Once one councilmember has stated their opinion on a group email, all other councilmembers are thereafter prevented from stating their own opinions on the matter via email. The spirit of the OPMA is that councilmembers should express their ideas and opinions openly and transparently in a public meeting. City council meetings and study sessions are the appropriate time to make known opinions and discuss ideas amongst council.

6.3 Communications with the Public

Councilmembers are free to discuss their ideas and opinions with residents. When stating an opinion or preference, councilmembers should be clear that they are not speaking on behalf of the city or the city council, unless council has formally stated a position or direction. Councilmember communications with the public should be consistent with the purpose and scope outlined in Article 1.

6.4 Communications with Staff

The city administrator is the primary point of contact between city council and staff. Councilmembers may contact department directors to inquire about issues and/or seek information. Department directors are responsible to notify the city administrator of this conversation for administrative purposes.

Staff time is a valuable resource for the city. Councilmembers should be considerate of staff members' time. If a councilmember is requiring too much

staff attention, the mayor may take measures to reduce the amount of time staff spends responding to the councilmember's requests.

Similarly, the city attorney is available to address questions and concerns raised by councilmembers. The city attorney will treat conversations with councilmembers with discretion and maintain confidentiality, unless the city attorney determines it is in the best interest of the city to share the details of the conversation with the mayor or city administrator. Councilmembers should not share the content of any conversation with the city attorney with anyone else, with the exception of other councilmembers and senior staff, as that communication may be protected as attorney-client privileged communication.

Councilmembers may not direct staff in any manner. Suggestions for staff direction must be directed to the mayor or city administrator. Ideas and proposals that may impact the city's budget or staff time should first be brought up with the city administrator.

Whenever possible, councilmembers will contact the staff member noted on the agenda bill or study session memorandum in advance of council meetings with key questions. This will allow staff to be prepared at the meeting and lead to enhanced council/staff relationships. The city council should respect the professional advice from staff.

Governance of the city relies on the cooperative efforts of elected officials who set policy and the city staff who implement and administer the council's policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each other for the good of the community.

Councilmembers shall treat all staff as professionals. Clear, honest communication that respects the abilities, experience, and dignity of each individual is expected. Poor behavior toward staff is not acceptable.

Councilmembers shall never demean or personally attack an employee regarding the employee's job performance in public. All employee performance issues shall be forwarded to the city administrator through private correspondence or conversation.

Councilmembers should not solicit any type of political support (financial contributions, display of posters or lawn signs, name on support list, collection of petition signatures, etc.) from city staff. City staff may, as private citizens within their constitutional rights, support political candidates, but all such activities must be done away from the workplace. Photographs of uniformed city employees shall not be used in political ads.

In order to provide equal employment and advancement opportunities to all individuals, employment decisions of the city are based on merit, qualifications,

and abilities. The city does not discriminate in employment opportunities or practices on the basis of race, color, religion, gender, national origin, sexual orientation, age, disability, or any other characteristic protected by law. This governs all aspects of employment, including selection, job assignment, compensation, discipline, termination, and access to benefits and training. Councilmembers shall treat employees and each other in a manner consistent with this city policy to prevent unlawful discrimination and promote an inclusive positive work environment and working relationships.

6.5 Lobbying Efforts

Councilmembers shall not lobby on behalf of the city on state legislative or political matters, unless the city council has formally taken a position on the matter. A councilmember is not authorized to speak for the council, unless the council has expressly authorized the member's communication. An individual councilmember is free to voice a position, oral or written, on any issue as long as it is made clear that the councilmember is not speaking as a representative of the city.

Per RCW 42.17A, councilmembers and other city officials are not allowed to encourage residents to call legislators or the legislative hotline to comment on legislation.

6.6 Responding to Emails Sent to mayorandcouncil@gigharborwa.gov

The city maintains the email address mayorandcouncil@gigharborwa.gov as a convenience for residents to email the mayor and all councilmembers at once. the city administrator, communications manager, city clerk, and assistant city clerk are copied on all emails sent to this address.

It is the responsibility of the mayor to acknowledge and address each email sent to this address. The mayor may delegate the acknowledgement and response to the city administrator or another appropriate staff member. Councilmembers will be copied on all responses to these emails. The mayor maintains the discretion to not respond to any email when a response is not warranted or when responding would not be an appropriate use of staff time.

Councilmembers are free to individually respond to any email sent to this email address. Councilmembers should not "reply all" to any emails sent to this address.

ARTICLE 7 – PROCLAMATION POLICY

It is the policy of the city to consider requests to proclaim certain events or causes when such proclamations pertain to a Gig Harbor event, person, organization, or cause with local implications. The city will consider requests that are timely, have potential relevance to a majority of Gig Harbor's population, and either forward positive messages or call upon the support of the community.

The following guidelines and requirements apply to requests for consideration of proclamations which are read at council meetings:

- The person(s) or organization making the request must submit a completed application requesting a city proclamation. The city clerk shall be responsible for developing a request form and collecting applications. the request should be made at least three weeks in advance of the requested council meeting.
- The mayor, in consultation with the city administrator, city attorney, and other appropriate staff, shall approve or reject proclamation requests in accordance with the intent of this policy. The mayor has the discretion to modify, edit, or otherwise amend the proposed proclamation. The mayor retains the right to decide if the proclamation will or will not be issued. If not approved, the applicant will be notified of the decision and the reason(s) for the decision.
- Once approved, the proclamation will be included on the appropriate council agenda. Council will make no more than two proclamations at a council meeting.
- Either the person making the request or a representative of the organization making the request must be present at the council meeting to accept the proclamation.

The mayor may issue proclamations consistent with this policy without receiving an application from a person or organization. Councilmembers may individually submit requests for proclamations under the same guidelines and procedure listed above. The city council may, by majority vote, direct the mayor to prepare a resolution in lieu of a proclamation to be read at a future meeting.

If a person or organization requests a proclamation for an event or presentation and does not request it be read at a council meeting, the same policy will apply. The requestor must arrange with the city clerk's office to either pick up the proclamation or have it mailed. Upon request, the mayor (or a councilmember or staff person designated by the mayor) may attend an event to read a proclamation.

ARTICLE 8 – COUNCIL VACANCIES

8.1 Declaration of Council Vacancy

In the event of a vacancy in a councilmember office, the city council shall, by majority vote, choose and appoint a councilmember to fill said vacancy. Pursuant to state law, a vacancy on the city council shall be filled to serve the remainder of the unexpired term.

A council position shall be officially declared vacant upon the occurrence of any of the causes of vacancy set forth in RCW 42.12.010, including resignation, recall, forfeiture, written intent to resign, or death of a councilmember. The councilmember who is vacating his or her position cannot participate in the appointment process.

the city council shall direct staff to begin the councilmember appointment process and establish an interview and appointment schedule so that the position is filled at the earliest opportunity.

8.2 Procedure to Recruit Applicants to Fill a Council Vacancy

The city clerk's office shall prepare and submit notice to the city's official newspaper, with courtesy copies to other local media outlets, which announces the vacancy consistent with the requirements necessary to hold public office: that the applicant (a) be a registered voter of the City of Gig Harbor, and (b) have a one-year residency in the City of Gig Harbor. This display advertisement shall be published once each week for two consecutive weeks. This display advertisement shall contain other information, including but not limited to, time to be served in the vacant position, election information, salary information, councilmember powers and duties, the deadline date and time for submitting applications, interview and appointment schedules, and such other information that the city council deems appropriate. Notice of the vacancy will be provided to current members of the city's advisory boards.

The city clerk's office shall prepare an application form which requests appropriate information for city council consideration of the applicants. Applications will be available online and at the civic center. Applications received by the deadline date and time will be copied and circulated by the city clerk's office to the mayor and city council.

8.3 Council Applicant Interviews

The city clerk's office shall publish public notice(s) for the meeting scheduled for interviewing applicants for consideration to the vacant position. This meeting may be a regularly scheduled city council meeting, or a special city council meeting. The city clerk's office shall notify applicants of the location, date, and time of city council interviews.

At the beginning of the interview meeting, each applicant will be provided three minutes to introduce themselves and state the reasons for their candidacy. Following these introductory statements, councilmembers will identify by paper ballot the unranked names of four applicants they would like to interview for the vacancy. The name of the councilmember and the names of their four selected applicants shall be read aloud by the city clerk. The four applicants who receive the most selections will be interviewed in an open forum. In the event of a tie, councilmembers shall vote for their preferred applicant by paper ballot to be read aloud by the city clerk.

Prior to the date and time of the interview meeting, the mayor shall accept one interview question from each councilmember. Interview questions will be collected, modified, and edited to eliminate redundancy. These questions will be asked of each applicant selected for an interview in a forum setting with all four applicants present. Applicants will alternate the order of answering questions so that applicants take turns being the first to respond. Each applicant will have two minutes to answer each question.

Following the predetermined interview question period, councilmembers may ask follow-up questions of individual applicants.

8.4 Voting and Appointment of a New Councilmember

Upon completion of the interviews, councilmembers may convene into executive session to discuss the qualifications of the applicants. However, all interviews, deliberations, nominations, and votes taken by the council shall be in open public session.

Following the interviews, the mayor shall ask for nominations from the councilmembers for the purpose of creating a group of candidates to consider. No second is needed. Nominations are closed by a motion, second, and majority vote of the council. Councilmembers may deliberate on such matters as criteria for selection and the nominated group of candidates.

The mayor shall poll councilmembers to ascertain that councilmembers are prepared to vote. The city clerk shall pass out polling slips and instruct each councilmember to write their name on the top of the slip, and the name of their preferred candidate on the bottom. The city clerk will then collect all slips and read the results into the record. If no applicant receives four or more votes, then a second written poll is conducted, but with the nominee(s) who received the fewest votes on the first vote removed from consideration. Voting will continue until a nominee receives a majority vote of the remaining councilmembers. At any time during the election process, the city council may postpone elections until a date certain or regular meeting if a majority vote has not been received.

Nothing in this policy shall prevent the city council from reconvening into executive session to further discuss the applicant/candidate qualifications.

The mayor shall declare the nominee receiving the majority vote as the new councilmember and shall be sworn into office by the city clerk at the earliest opportunity or no later than the next regularly scheduled city council meeting.

If the city council does not appoint a qualified person to fill the vacancy within 90 days of the declared vacancy, the Revised Code of Washington delegates appointment powers to Pierce County.

ARTICLE 9 - DELEGATION OF PURCHASING AUTHORITY

The mayor is authorized to enter into purchasing agreements, public works contracts, professional services contracts, and interlocal agreements up to \$100,000, provided that the expenditure is identified in the current city budget and the contract does not exceed the amount identified in the current city budget.

The mayor is further authorized to enter into purchasing agreements, public works contracts, professional services contracts, and interlocal agreements *which are not identified in the current city budget or that exceed the amount specified in the current city budget* up to \$100,000, provided that:

- a) The city administrator has determined that the expenditure falls within the normal functions of the city and is an implied or anticipated expense within the current city budget.
- b) The finance director has determined that such expenditure will not require a future amendment to the current city budget.

The mayor is authorized to enter into agreements where no expenditure is incurred to facilitate cooperative arrangements with other local agencies in support of normal functions of the city.

The mayor is authorized to submit grant applications on the city's behalf in support of any budgeted objectives or the routine functions of the city. The mayor is authorized to accept grant awards, provided that the acceptance of a grant award does not commit the city to any expenditure which is not delegated to the mayor in this article.

The city administrator will ensure that council is informed about all agreements signed under this delegation of authority by verbal staff reports at a council meeting and/or written department update reports.

The provisions of this article supersede the approval authority provisions of Resolution 1066 (adopted January 23, 2017). The purchasing and contracting procedures of Resolution 1066 remain in place and unchanged by this article.

EXHIBIT A – PARLIAMENTARY PROCEDURE AT A GLANCE

To do this:	You say this:	May you interrupt speaker?	Must be seconded?	Is motion debatable?	Vote required
Introduce business	"I move that ..."	NO	YES	YES	MAJORITY
Amend a motion	"I move to amend this motion"	NO	YES	YES	MAJORITY
Request information	"Point of information"	YES	NO	NO	NO VOTE
Suspend further discussion	"I move we table it"	NO	YES	NO	MAJORITY
End debate	"I call the question ..."	NO	YES	NO	2/3 VOTE
Postpone discussion	"I move we postpone this matter until..."	NO	YES	YES	MAJORITY
Have something further studied by a committee	"I move we refer..."	NO	YES	YES	MAJORITY
Ask for a vote count to verify a voice vote	"I call for a roll call vote"	NO	NO	NO	NO VOTE
Object to considering some matter	"I object to consideration of this"	YES	NO	NO	2/3 VOTE
Take up a matter previously tabled	"I move to take from the table..."	NO	YES	NO	MAJORITY
Reconsider something already disposed of	"I move we reconsider action on ..."	YES	YES	YES	MAJORITY
Consider something in unscheduled order	"I move we suspend the guidelines and ..."	NO	YES	NO	2/3 VOTE
Vote on a ruling by the chair	"I appeal the chair's decision"	YES	YES	YES	MAJORITY
Object to procedure or personal affront--chair decides	"Point of order"	YES	NO	NO	NO VOTE
Complain about noise, room temperature, etc.	"Point of privilege"	YES	NO	NO	NO VOTE
Recess the meeting	"I move that we recess until ..."	NO	YES	NO	MAJORITY
Adjourn the meeting	"I move that we adjourn"	NO	YES	NO	MAJORITY

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.

Administration

City Administrator Katrina Knutson

Affordable Housing Townhall: On Monday, July 21, the City of Gig Harbor hosted a well-attended and impactful Affordable Housing Town Hall, drawing over 100 community members to engage in an evening of learning and dialogue around housing affordability. The event focused on educating residents about state housing mandates, local planning tools, and the city's role in supporting a diverse housing supply.



The event featured a panel of expert speakers from across the region, including representatives from:

- Washington State Department of Commerce
- Pierce County Housing Authority
- South Sound Housing Affordability Partners (SSHAP)
- City of Gig Harbor – Community Development Department
- City of Gig Harbor – Public Works Department

Attendees participated in one of two breakout sessions:

1. Affordable Housing Basic – introducing the foundational elements of affordable housing, including zoning, housing types, and the demographics driving current needs
2. Multifamily Property Tax Exemption (MFTE)– exploring how this policy tool can be used to incentivize affordable housing development within the city

Survey feedback was overwhelmingly positive, with the vast majority of attendees reporting they were “satisfied” or “very satisfied” with the content and structure of the event. Panelists’ expertise, accessibility, and responsiveness to community questions were noted as highlights.

The success of the Town Hall was made possible through strong cross-departmental collaboration. Staff from the Community Development, Housing, Health & Human Services, Public Works, Clerk’s Office, and Communications worked together to design an informative and engaging experience for the public.

This event marks a meaningful step in ongoing community education and engagement efforts, and staff are exploring opportunities for future sessions to continue building understanding around affordable housing in Gig Harbor.

Community Development

Community Development Director Eric Baker

Building: Twenty-three permit applications were submitted this reporting period including one for the remodel of Taco Time on Point Fosdick. Twenty-three permits were issued, including those for the storage structure at Phase 1A of the Sports Complex and an Edwards Jones Tenant Improvement on Rosedale. Notable projects of the 22 completed were the remaining permits at the PSE LNG Facility and upgrades to the Water Tower on 45th.

We have also received a permit application for a model home located at the Summit Pointe/Burnham Heights Development, the first of 56 new homes.

Code Enforcement: July has been a productive month for the Code Compliance team. This month, to date, we have received seven new code compliance requests, bringing our total to 33 active cases. These cases cover a variety of concerns, including public nuisances, illicit connections and discharges, zoning setback violations, and hard surface violations.

We are also in the process of updating our sign code. The proposed amendments are currently under review and are scheduled to be presented at the upcoming City Council Study Session later this month.

In addition, preparations are underway for the upcoming HOA Fair in September. We're looking forward to engaging with both new and long-standing HOA members and continuing to strengthen our community partnerships.

Court

Court Administrator Stacy Colberg

No updates this week but stay tuned!

Finance

Finance Director Dave Rodenbach

No updates this week but stay tuned!

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
Laborer	FT	Open until 8/3
Senior Accountant	FT	Open until 8/3
Public Works Assistant (PW Ops)	FT	Open until 8/11
Seasonal Worker (Temporary)	FT	Hayden Tufts started 7/14
Public Works Assistant (Engineering)	FT	Stacey Phillips starting 8/11
Court Assistant	PT	Breanna Scott starting 8/12
Maintenance Technician (PW Ops)	FT	Closed - selection pending
Police Sergeant - Promotional Eligibility Register	FT	Assessment Center in progress
Seasonal Worker (Temporary 2 Vacancies)	FT	Closed - selections pending

Police

Interim Police Chief Tray Federici

Repeat ATM Theft Foiled: Just as one case closes, another begins. In our last biweekly update, we highlighted the successful conclusion of an attempted ATM theft case, which resulted in a guilty verdict. This outcome was secured through the hard work and commitment of our officers and detectives.

As that case was laid to rest, the early morning hours of July 5 brought a familiar call. Officers Blackwell, Bonsib, Doktor, and Sergeant Dominguez responded to the very same location for a second attempted ATM theft. Upon arrival, officers discovered an abandoned vehicle with commercial-grade fishing line wrapped around the ATM machine, along with several prying tools left at the scene.

A review of surveillance footage revealed two masked suspects dressed in heavy clothing and gloves actively committing the crime. Detective Erwin and Property & Evidence Technician Emma Pountain responded to process the scene and initiate follow-up investigation. The suspects fled the scene prior to officer arrival, and the vehicle was determined to be an unreported stolen vehicle. The case remains active, and detectives have already developed several promising leads. More to come as the investigation unfolds.



Mutual Aid Request - Fife Police Department: In the early morning hours of July 10, Property and Evidence Technician Emma Pountain applied her forensic training and skills in a real-world setting when she responded with the Crime Response Unit (CRU) to assist the Fife Police Department in processing the scene of a double shooting at Motel 6. The investigation remains active, with two confirmed victims and five suspects taken into custody. Emma's expertise and teamwork were instrumental in supporting this complex case, great work, Emma!



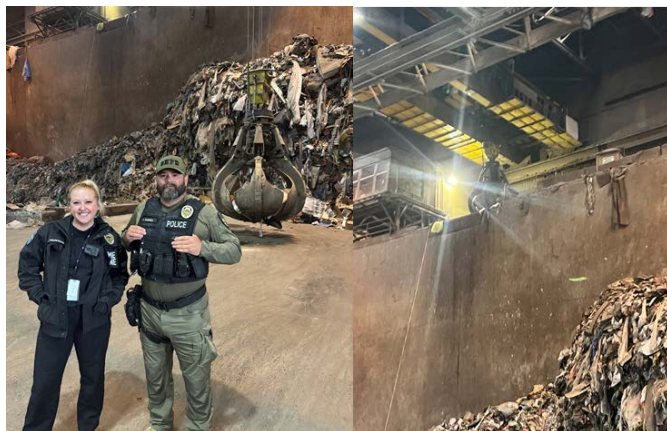
From Case Closed to Case Disposed: On July 22, following weeks of research, audits, and preparation, Property and Evidence Technician Emma Pountain and Acting Detective Sergeant Jarab Daniel successfully completed the 2026 annual property and evidence room purge. This process involved the destruction of items deemed no longer of evidentiary value or no longer required by law to be retained. This critical task directly supports our department's commitment to maintaining compliance with accreditation standards, which mandate this work to be conducted annually.

In alignment with accreditation requirements, the Gig Harbor Police Department contracts with the Spokane Solid Waste Disposal Center, a Department of Ecology-certified facility, for the destruction of purged items. This partnership allows for the secure and environmentally responsible disposal of sensitive materials such as firearms, weapons, counterfeit currency, and narcotics. While smaller

property room purges occur quarterly, Spokane's specialized facility is specifically utilized for the destruction of high-liability evidence items.

Due to the sensitive nature of the materials, the Property and Evidence Technician is accompanied by an armed commissioned officer during transport and disposal. Both personnel remain on-site to supervise as the items are loaded into a mechanical claw and destroyed in a superheated furnace. Following destruction, a certificate of destruction is obtained and filed in accordance with our accreditation requirements.

This marks the second consecutive year the Gig Harbor Police Department has implemented this process improvement, enhancing efficiency and accountability within our property and evidence management systems. During this trip, nearly **800 items** were lawfully and securely purged from the property room, further ensuring proper inventory control and operational readiness.



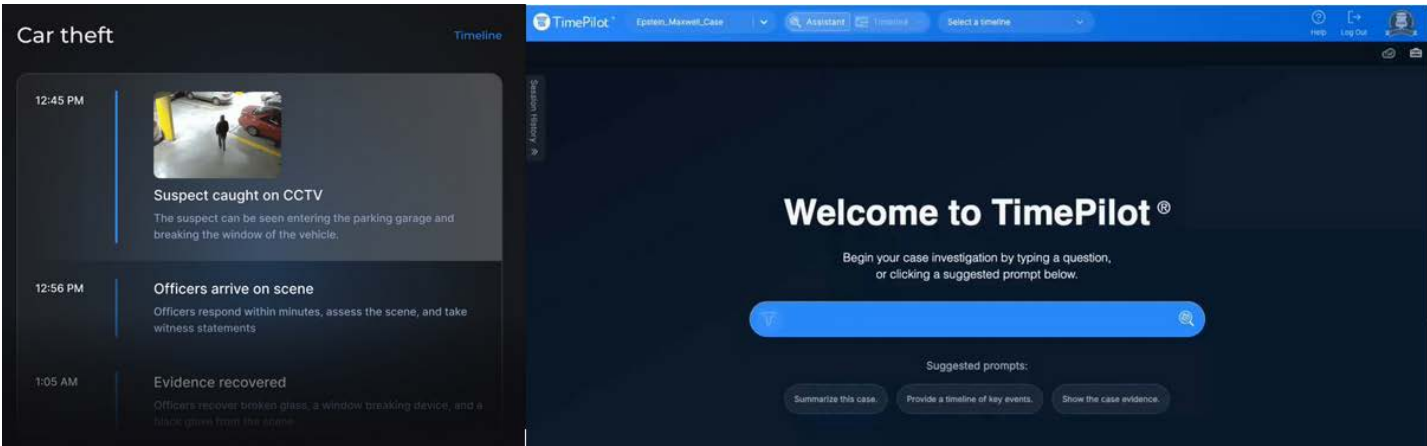
Testing Tomorrow's Leaders: During the week of July 14, Officer Chet Dennis, Officer Patrick Sam, Officer Jasen Raphael, Detective Erwin, and Detective Daniel participated in the Gig Harbor Police Department's Sergeant Assessment Center. The department currently has one vacant sergeant position. Candidates challenging the assessment center undergo a rigorous series of evaluations designed to test their knowledge of department policy, procedures, laws, and ordinances. In addition to written assessments, participants are evaluated through oral boards and role-play exercises simulating real-world supervisory scenarios. Navigating this process is no small feat; it requires significant preparation, study, and dedication. While final scoring is still underway, all involved should be proud of their accomplishments and professionalism throughout the process.

A special thank you to our Human Resources staff for their hard work in coordinating and managing this important promotional process!



Grant Obtained for New Investigative Tool: The Gig Harbor Police Department was awarded a \$35,000 grant to implement the TimePilot System. This system significantly streamlines investigative workflows by automatically processing and organizing vast amounts of evidence, such as phone records, jail calls, surveillance footage, and social media content, within seconds. TimePilot also maps out key relationships and timelines, allowing detectives to quickly identify patterns, connections, and leads that may otherwise go unnoticed. By eliminating the need to manually sift

through hours of data, the platform serves as a force multiplier, freeing up investigators to focus on higher-level strategy, victim engagement, and case development. Ultimately, TimePilot enhances case quality and efficiency, helping detectives build stronger, more coherent investigations while reducing the time from incident to arrest.



Safe and Sound: Gig Harbor was recently named one of the [12 Safest Towns in Washington for Senior Living](#) by WorldAtlas. Low crime doesn't just happen by accident. It comes from dedicated officers, strong community partnerships, and a shared commitment to looking out for one another. Whether it's patrolling neighborhoods, responding to calls for service, or simply having conversations with residents about their concerns, our officers take great pride in contributing to the peace of mind that makes Gig Harbor such a wonderful place to call home.



Public Works

[Public Works Director Jeff Langhelm](#)

Public Works Board Funding Applications: The department is preparing to submit applications for “traditional financing” (loans) to Commerce’s Public Works Board for construction funding of various utility capital projects. The intent of these applications is to supplant potential future utility bond funding requirements for utility capital projects. As discussed at the July 17 study session regarding utility rates, in the past the city has used both bond proceeds and public works board loans to help

pay for capital projects. The benefits of Public Works Board funding are the very low loan inception costs and lower-than-market interest rates. For example, portions of the city's wastewater treatment plant expansion projects received interest rates as low as 0.25%!

GIS Updates: (1) Mike Simmons has been working to create the city's own Resident Reporter that would replace See Click Fix. This new reporter will continue with the similar public reporting format that the city has with See Click Fix, but without the extra subscription costs that comes with it. Staff hope to have it live soon. (2) With all of the increased visitors in town this time of year, we just wanted to remind everyone of [the city's public parking map](#), which provides locations of public parking around town. These include parking lots, marked parallel parking stalls, and unmarked parking stalls.

Water Operations: As you may recall and as required by the Environmental Protection Agency and the [Washington State Department of Health](#), the city completed a city-wide lead service line inventory in October 2024. Crews are now starting the next steps in this process, which will require physical inspections of the service lines that provide water between the city's water main and the customer's building. This step will be slightly disruptive to customers and will be expensive to the water utility since the inventory and inspections are unfunded requirements.

Streets and Storm Operations: Crews have completed pavement markings at the roundabouts and their portion of restriping in the city, making the city's roadways look sharp and easier to navigate. This work has coincided with the recent striping work been completed by Pierce County crews. Thanks to Pierce County for lending the city their expertise, staff, and equipment!

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

Sports Collaboration Meeting: The Parks Manager attended a Pierce County sports collaboration meeting with representatives from cities and parks districts across Pierce County and Tacoma. The group talked about facilities each have, upcoming projects, and sports tournaments and events that utilize Pierce County facilities and venues, increasing tourism and possibilities for more such events and collaboration between the different groups.

Conservation Area Phase 4: As a condition of Pierce County Conservation Futures grant money that was used to purchase Phase 4 of the txʷaalqəl Conservation Area, staff is required to submit a property management plan for the property. The parks commission will get the first look at the draft plan at its August 6 meeting. Then the plan will be amended, if needed, and shared with city council for eventual adoption.



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

Meeting Date: July 28, 2025

SUBJECT:

First Reading of Ordinance 1547 Adopting City Boundary Adjustment at 38th Ave/56th Street

SUBMITTED BY: Senior Engineer Stephanie Seibel, PE

DEPARTMENT: Public Works

PHONE: (253) 853-7626

SUGGESTED MOTION: N/A

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 executed 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.

The resolution for the agreement was approved at the Council Meeting at their April 28 meeting with no opposition to the proposed agreement.

FISCAL CONSIDERATION: N/A

ATTACHMENTS:

1. CC-105677 Revisions of Corporate Boundry-Executed
2. Ordinance 1547

STRATEGIC PLAN PRIORITY: Ensure sustainable future for public services and facilities

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 56th Street and 38th 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 56th 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 56th Street, and portions of 56th Street Court NW and 55th Street Court NW, 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 56th Street, and portions of 56th Street Court NW and 55th Street Court NW, under City street standards; and

WHEREAS, the existing 38th Avenue and easterly portion of 56th 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:

- I. 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 agrees to submit and support passing an Ordinance 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 become effective when approved by both the County's Ordinance and the City's Ordinance.
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. Each party shall bear their own costs and fees.
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: July 10, 2025

COUNTY BY:

Signed by:

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Department Director

CITY BY:

Signed by:

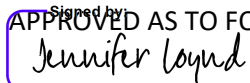
781226ED4BD548C...
Mary Barber, Mayor – City of Gig Harbor

Signed by:

E473305A82A74BD...
Finance

ATTEST:
Signed by:

A98B05D8B8E7409...
CLERK

APPROVED AS TO FORM:
Signed by:

612F28658AE04D0...
Deputy Prosecuting Attorney

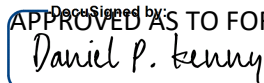
APPROVED AS TO FORM:
Signed by:

DDAD3355F1F2425...
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 65.77 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 69.76 FEET TO THE NORTH MARGIN OF 56TH STREET COURT NORTHWEST AND THE BEGINNING OF A NON-TANGENT CURVE, CONCAVE NORTHWESTERLY, HAVING A RADIUS 20.00 FEET, THROUGH WHICH POINT A RADIAL LINE BEARS SOUTH 38°06'49" EAST;

THENCE NORTHEASTERLY TO THE LEFT ALONG SAID CURVE AND NORTH MARGIN, THROUGH A CENTRAL ANGLE OF 49°59'08", AN ARC DISTANCE OF 17.45 FEET TO A POINT ON A LINE PARALLEL WITH AND 30-FEET WEST OF THE CENTERLINE OF 38TH AVENUE LYING NORTH



05°03'20" WEST A DISTANCE OF 247.69 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 22.00 FEET;
THENCE SOUTH 88°19'56" 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°17'02" WEST A DISTANCE OF 60.14 FEET TO THE SOUTH MARGIN OF 55TH STREET COURT NORTHWEST AND THE BEGINNING OF A NON-TANGENT CURVE, CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 20.00 FEET, THROUGH WHICH POINT A RADIAL LINE BEARS NORTH 01°40'04" WEST; THENCE ALONG SAID SOUTH MARGIN AND SOUTHEASTERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 93°43'12", AN ARC DISTANCE OF 32.71 FEET TO A POINT ON A LINE PARALLEL WITH AND 30-FEET WEST OF THE CENTERLINE OF 38TH AVENUE LYING SOUTH 09°12'20" WEST A DISTANCE OF 240.92 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 31,157 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.

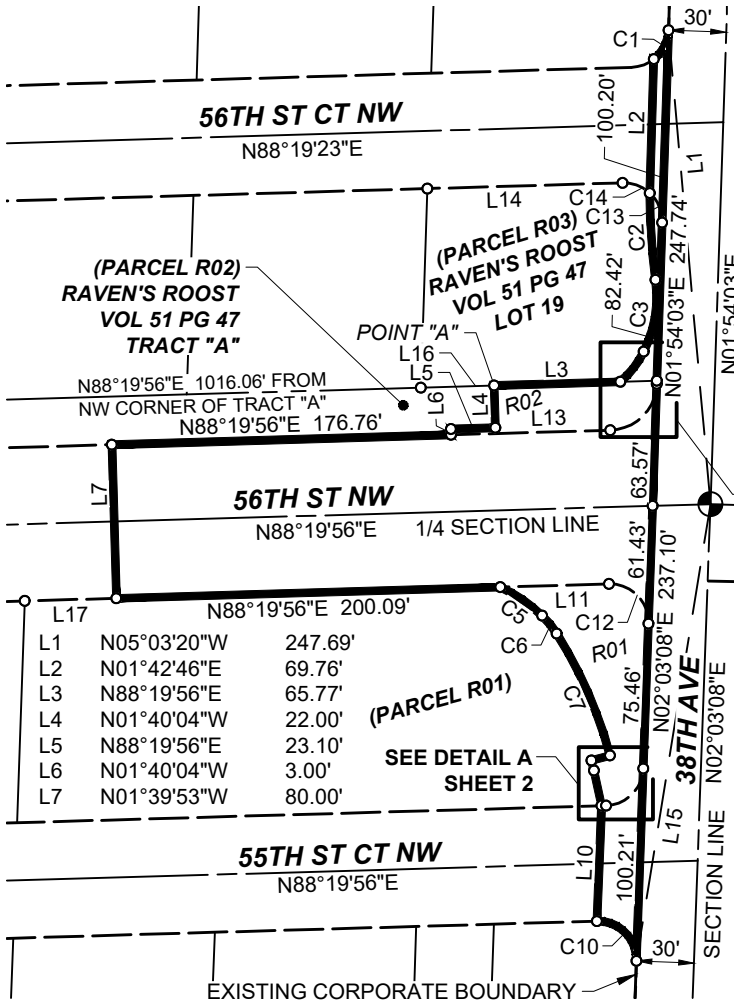
EXCEPT THAT PORTION THEREOF CONVEYED TO PIERCE COUNTY, A MUNICIPAL CORPORATION, BY STATUTORY WARRANTY DEED RECORDED UNDER RECORDING NUMBER 9312080769.

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.



L10	N02°17'02"E	60.14'
L11	N88°19'56"E	56.60'
L13	N88°19'56"E	82.87'
L14	N88°19'23"E	101.71'
L15	N09°12'20"E	240.92'
L16	N88°19'56"E	38.18'
L17	N88°19'56"E	47.74'

C1	Δ=49°59'08" R=20.00' L=17.45'	S38°06'49"E (R) S88°05'57"E (R)
C2	Δ=07°50'09" R=331.00' L=45.27'	S82°21'21"W (R) N89°48'29"W (R)
C3	Δ=33°53'26" R=65.00' L=38.45'	S63°45'12"E (R) N82°21'21"E (R)
C5	Δ=18°56'18" R=80.00' L=26.44'	N43°53'13"E (R) N24°56'55"E (R)

SEE DETAIL B SHEET 2

C6	Δ=13°51'26" R=50.00' L=12.09'	N57°44'39"E (R) N43°53'13"E (R)
C7	Δ=17°18'33" R=230.00' L=69.48'	N75°03'12"E (R) N57°44'39"E (R)
C10	Δ=93°43'12" R=20.00' L=32.71'	S87°56'52"E (R) N01°40'04"W (R)
C12	Δ=93°43'12" R=20.00' L=32.71'	S87°56'52"E (R) N01°40'04"E (R)
C13	Δ=49°07'25" R=20.00' L=17.15'	S88°05'57"E (R) N42°46'38"E (R)
C14	Δ=44°27'15" R=20.00' L=15.52'	N42°46'38"E (R) N01°40'37"W (R)

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

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: 31,152 SF

EXHIBIT "B" REVISION OF CORPORATE BOUNDARY

ASSESSOR NO.: SEE ABOVE DATE: 05/20/2025

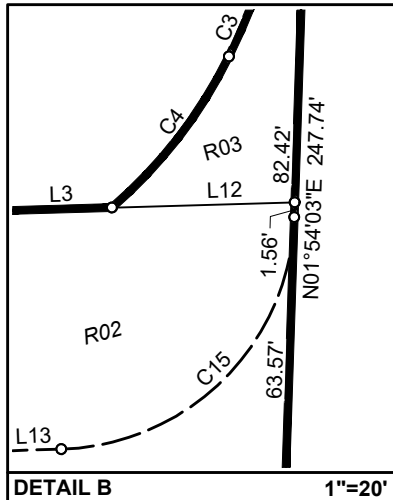
OWNER: SEE ABOVE

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

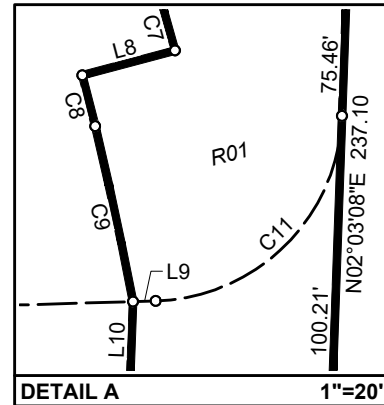
PIERCE COUNTY, WA

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.



L3	N88°19'56"E	65.77'
L8	N75°03'12"E	10.00'
L9	N88°19'56"E	2.36'
L10	N02°17'02"E	60.14'
L12	N88°19'56"E	19.04'
L13	N88°19'56"E	82.87'



C3	Δ=33°53'26"	R=65.00'	L=38.45'
	S63°45'12"E (R)	N82°21'21"E (R)	
C4	Δ=22°57'50"	R=50.00'	L=20.04'
	S40°47'22"E (R)	S63°45'12"E (R)	
C7	Δ=17°18'33"	R=230.00'	L=69.48'
	N75°03'12"E (R)	N57°44'39"E (R)	
C8	Δ=01°25'28"	R=220.00'	L=5.47'
	N76°28'39"E (R)	N75°03'12"E (R)	
C9	Δ=02°41'06"	R=399.00'	L=18.70'
	N76°28'39"E (R)	N79°09'45"E (R)	
C11	Δ=86°16'48"	R=20.00'	L=30.12'
	S01°40'04"E (R)	S87°56'52"E (R)	
C15	Δ=86°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

LEGEND

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

NAD 83 (2011)



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: 31,152 SF

EXHIBIT "B"
REVISION OF CORPORATE BOUNDARY

ASSESSOR NO.: SEE ABOVE DATE: 05/20/2025

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 56th 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 65.77 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 69.76 FEET TO THE NORTH MARGIN OF 56TH STREET COURT NORTHWEST AND THE BEGINNING OF A NON-TANGENT CURVE, CONCAVE NORTHWESTERLY, HAVING A RADIUS 20.00 FEET, THROUGH WHICH POINT A RADIAL LINE BEARS SOUTH 38°06'49" EAST;
 THENCE NORTHEASTERLY TO THE LEFT ALONG SAID CURVE AND NORTH MARGIN, THROUGH A CENTRAL ANGLE OF 49°59'08", AN ARC DISTANCE OF 17.45 FEET TO A POINT ON A LINE PARALLEL WITH AND 30-FEET WEST OF THE CENTERLINE OF 38TH AVENUE LYING NORTH 05°03'20" WEST A DISTANCE OF 247.69 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 22.00 FEET;
 THENCE SOUTH 88°19'56" 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°17'02" WEST A DISTANCE OF 60.14 FEET TO THE SOUTH MARGIN OF 55TH STREET COURT NORTHWEST AND THE BEGINNING OF A NON-TANGENT CURVE, CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 20.00 FEET, THROUGH WHICH POINT A RADIAL LINE BEARS NORTH 01°40'04" WEST; THENCE ALONG SAID SOUTH MARGIN AND SOUTHEASTERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 93°43'12", AN ARC DISTANCE OF 32.71 FEET TO A POINT ON A LINE PARALLEL WITH AND 30-FEET WEST OF THE CENTERLINE OF 38TH AVENUE LYING SOUTH 09°12'20" WEST A DISTANCE OF 240.92 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 31,157 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.

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 later of the effective date of this ordinance or the effective date of the County's 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
ORDINANCE NO. 02025-*

An Ordinance of the Pierce County Council Approving the Revision of the Corporate Boundary of the City of Gig Harbor, Where It Coincides with Certain Portions of the Right-of-Way for at the Intersection of 38th Avenue and 56th Street In Order to Fully Include Said Areas In the Corporate Limits of the City of Gig Harbor.

Whereas, Revised Code of Washington (RCW) 35.21.790 provides that the governing bodies of a county and any code city located therein may by agreement revise any part of the corporate boundary of the city which coincides with the centerline, edge, or any portion of a public street, road or highway right-of-way by substituting therefore 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 revision of a corporate boundary as authorized by RCW 35A.21.790 is not subject to review by the Boundary Review Board; and

Whereas, Pierce County is the owner of a right of way located on 56th Street, adjacent to the City limits; and

Whereas, City of Gig Harbor desires to have the corporate boundary line adjusted to include portions of 56th Street, and portions of 56th Street Court NW and 55th Street Court NW, within the right of way within City limits; 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 35.21.790(2) and RCW 36.93.105(2); and

Whereas, Pierce County and the City of Gig Harbor have mutually determined that a revision of certain boundaries of the city is beneficial and will aid in defining jurisdictional responsibilities such as public road maintenance; and

Whereas, Pierce County and the City of Gig Harbor have entered into an Agreement describing the process for said boundary line adjustment; and

Whereas, this clarification and consolidation would modify the City of Gig Harbor corporate boundaries; **Now Therefore**,

BE IT ORDAINED by the Council of Pierce County:

Section 1. The revision of the corporate boundary of the City of Gig Harbor at the Intersection of 38th Avenue and 56th Street is hereby approved to fully include said area legally described as follows and shown in Exhibit A and Exhibit B.

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 65.77 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 69.76 FEET TO THE NORTH MARGIN OF 56TH STREET COURT NORTHWEST AND THE BEGINNING OF A NON-TANGENT CURVE, CONCAVE NORTHWESTERLY, HAVING A RADIUS 20.00 FEET, THROUGH WHICH POINT A RADIAL LINE BEARS SOUTH 38°06'49" EAST;
THENCE NORTHEASTERLY TO THE LEFT ALONG SAID CURVE AND NORTH MARGIN, THROUGH A CENTRAL ANGLE OF 49°59'08", AN ARC DISTANCE OF 17.45 FEET TO A POINT ON A LINE PARALLEL WITH AND 30-FEET WEST OF THE CENTERLINE OF 38TH AVENUE LYING NORTH 05°03'20" WEST A DISTANCE OF 247.69 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 22.00 FEET;

THENCE SOUTH 88°19'56" 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°17'02" WEST A DISTANCE OF 60.14 FEET TO THE SOUTH MARGIN OF 55TH STREET COURT NORTHWEST AND THE BEGINNING OF A NON-TANGENT CURVE, CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 20.00 FEET, THROUGH WHICH POINT A RADIAL LINE BEARS NORTH 01°40'04" WEST; THENCE ALONG SAID SOUTH MARGIN AND SOUTHEASTERLY TO THE RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 93°43'12", AN ARC DISTANCE OF 32.71 FEET TO A POINT ON A LINE PARALLEL WITH AND 30-FEET WEST OF THE CENTERLINE OF 38TH AVENUE LYING SOUTH 09°12'20" WEST A DISTANCE OF 240.92 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 31,157 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.

Together with the current City Limits.

Section 2. The Clerk of the Pierce County Council shall mail a copy of this Ordinance to the City of Gig Harbor.

Section 3. The revision of the corporate boundary authorized by this Ordinance shall become effective when approved by Ordinance of the City of Gig Harbor.

PASSED this _____ day of _____, 2025.

ATTEST:

PIERCE COUNTY COUNCIL
Pierce County, Washington

Denise D. Johnson
Clerk of the Council

Jani Hitchen
Council Chair

Ryan N. Mello
Pierce County Executive
Approved _____ Vetoed _____, this
_____ day of _____,
2025.

Date of Publication of
Notice of Public Hearing: _____

Effective Date of Ordinance: _____

ORDINANCE 1547

AN ORDINANCE OF THE CITY OF GIG HARBOR, WASHINGTON, REVISING THE CORPORATE BOUNDARY OF THE CITY OF GIG HARBOR TO INCLUDE A PORTION OF 56th STREET; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE

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

WHEREAS, the new roundabout will partially exist in Pierce County as the 56th 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 56th Street, to include all elements of the roundabout, in coordination with the 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 56th Street, under city street standards; and

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

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;

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

Section 1. The corporate limits of the City of Going 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 65.77 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 69.76 FEET TO THE NORTH MARGIN OF 56TH STREET COURT NORTHWEST AND THE BEGINNING OF A NON- TANGENT CURVE, CONCAVE NORTHWESTERLY, HAVING A RADIUS 20.00 FEET, THROUGH WHICH POINT A RADIAL LINE BEARS SOUTH 38°06'49" EAST;

THENCE NORTHEASTERLY TO THE LEFT ALONG SAID CURVE AND NORTH MARGIN, THROUGH A CENTRAL ANGLE OF 49°59'08", AN ARC DISTANCE OF 17.45 FEET TO A POINT ON A LINE PARALLEL WITH AND 30-FEET WEST OF THE CENTERLINE OF 38TH AVENUE LYING NORTH 05°03'20" WEST A DISTANCE OF 247.69 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 22.00 FEET;
THENCE SOUTH 88°19'56" 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°17'02" WEST A DISTANCE OF 60.14 FEET TO THE SOUTH MARGIN OF 55TH STREET COURT NORTHWEST AND THE BEGINNING OF A NON-TANGENT CURVE, CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 20.00 FEET,

THROUGH WHICH POINT A RADIAL LINE BEARS NORTH 01°40'04" WEST;
THENCE ALONG SAID SOUTH MARGIN AND SOUTHEASTERLY TO THE
RIGHT ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 93°43'12", AN
ARC DISTANCE OF 32.71 FEET TO A POINT ON A LINE PARALLEL WITH AND
30-FEET WEST OF THE CENTERLINE OF 38TH AVENUE LYING SOUTH
09°12'20" WEST A DISTANCE OF 240.92 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 31,157 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.

Section 2. 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 3. From and after the later of the effective date of this ordinance or the effective date of the county's 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 4. Severability. If any section, sentence, clause or phrase of this Ordinance is 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, clause or phrase of this ordinance.

Section 5. 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 6. Effective date and duration. 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 July, 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: July 28, 2025

SUBJECT: Resolution 1341 Placing a Cultural Access Program Sales and Use Tax on the November 4, 2025, General Election Ballot

SUBMITTED BY: City Clerk Josh Stecker

DEPARTMENT: Administration

PHONE: (253) 853-7613

SUGGESTED MOTION: Move to approve Resolution 1341.

BACKGROUND INFORMATION: On July 14, council adopted Ordinance 1546 establishing a cultural access program for the City of Gig Harbor. The ordinance provided for the program to be funded by a 0.1% sales and use tax, subject to approval of Gig Harbor voters at the November 4, 2025, general election.

Placement of a proposition on the ballot requires adoption of a resolution by council that contains the ballot title. This resolution is due to the county auditor's office by August 6.

Resolution 1341 fulfills the city's legal requirements to have this sales and use tax placed on the November ballot. The July 28 meeting is the last regular meeting where council has the opportunity to adopt an ordinance in advance of the county's deadline.

FISCAL CONSIDERATION: N/A

ATTACHMENTS:

1. Resolution 1341

STRATEGIC PLAN PRIORITY: Promote and enhance a dynamic and robust economy

RESOLUTION 1341

A RESOLUTION PROVIDING FOR THE SUBMISSION TO THE QUALIFIED ELECTORS OF THE CITY OF GIG HARBOR AT AN ELECTION TO BE HELD ON NOVEMBER 4, 2025, OF A PROPOSITION AUTHORIZING AN INCREASE TO THE SALES AND USE TAX IN GIG HARBOR OF ONE-TENTH OF ONE PERCENT (0.1%) ON THE SELLING PRICE TO FUND A NEW CULTURAL ACCESS PROGRAM; SETTING FORTH THE TEXT OF THE BALLOT PROPOSITION; DIRECTING PROPER CITY OFFICIALS TO TAKE NECESSARY ACTION; AND PROVIDING FOR OTHER PROPERLY RELATED MATTERS

WHEREAS, through Ordinance 1546 the City Council of the City of Gig Harbor created a new cultural access program as allowed by RCW 36.160.030; and

WHEREAS, RCW 36.16.080 and RCW 82.14.525 provide that a city creating a cultural access program may impose sales and use taxes for a period of up to seven consecutive years; and

WHEREAS, the city council's creation of the cultural access program included a one-tenth of one percent (0.1%) sales and use tax on the selling price in the case of a sales tax or of the value of the article used in the case of a use tax which was conditioned on the specific authorization of a majority of the voters voting on a proposition submitted at a special or general election of the sales and use tax; and

WHEREAS, the city council wishes to place the sales and use tax on the ballot of the election to be held on November 4, 2025;

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

Section 1. Purpose of Ballot Proposition. The City Council determines it to be in the public interest to fund improved public access to programs produced by nonprofit arts, culture, science, and heritage organizations.

Section 2. Calling of Election. It is hereby found that the best interest of the inhabitants of Gig Harbor require the submission to the qualified electors of Gig Harbor for approval or rejection at the election to be held on November 4, 2025, of a proposition authorizing an additional sales and use tax of one-tenth of one percent (0.1%) on the selling price in the case of a sales tax, or the value of the article used in the case of a use tax, pursuant to RCW 36.160.080 and RCW 82.14.525 for the support of a cultural access program.

Section 3. Ballot Title and Proposition. The ballot title and proposition to be submitted to the voters shall be in substantially the following form:

**CITY OF GIG HARBOR PROPOSITION NO. 1
ADDITIONAL SALES AND USE TAX SUPPORTING ADOPTED
CULTURAL ACCESS PROGRAM**

The city council adopted Resolution 1341 concerning a proposition for funding an established cultural access program. If approved, this proposition would increase the sales and use tax rate by one-tenth of one percent (0.1%) to provide funding for cultural access consistent with RCW 36.160. Proceeds will fund eligible cultural organizations, public school cultural access, and up to 10% could be spent on program administration costs. This tax would be effective for seven years.

Should this proposition be approved?

___ YES

___ NO

Section 4. Changes. The mayor and city attorney are authorized to make such minor adjustments to the wording of such proposition as may be recommended by the Pierce County Auditor, as long as the intent of the proposition remains clear and consistent with the intent of this resolution as approved by the city council.

Section 5. Local Voters' Pamphlet. The city attorney is directed to prepare and submit the explanatory statement for the ballot proposition as required. The arguments for and against the ballot proposition shall be prepared by the committees appointed by the city council pursuant to RCW 29A.32.280.

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

Mary Barber
Mayor

Attest:

Joshua Stecker, CMC
City Clerk



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

Meeting Date: July 28, 2025

SUBJECT: Selection of "For" and "Against" Committees for Gig Harbor Proposition 1 on the November 4, 2025, Ballot

SUBMITTED BY: City Clerk Josh Stecker

DEPARTMENT: Administration

PHONE: (253) 853-7613

SUGGESTED MOTION: Move to nominate members to the "For" and "Against" Committees.

BACKGROUND INFORMATION: On July 28, council adopted Resolution 1341 placing Proposition 1 to approve a 0.1% cultural access program sales tax on the November 4, 2025, ballot. Council now has the opportunity to appoint "For" and "Against" committee members. These appointees will be responsible for writing the "for" and "against" statements that appear in the Voters' Pamphlet for the election. Anyone is eligible to be appointed to these committees, including elected officials and city staff. However, no city resources may be used in support of either committee.

The appointees must be persons known to favor the measure to serve on the "For" committee and persons known to oppose the measure to serve on the "Against" committee. An email is required for each committee appointed for correspondence with the Voters' Pamphlet Coordinator.

Each committee shall consist of not more than three members; however, a committee may seek the advice of any other person or persons. Titles for committee member names will not be published in the local voters' pamphlet.

One committee member will be designated as the First Committee Person (Spokesperson). The first committee member shall be considered the spokesperson and shall be responsible for submitting the statement and communicating with the Elections Division. The committees are solely responsible for submitting their statements by email to the Elections Division in accordance with the specified timeline for that election. Statements for the Voters' Pamphlet are due by August 7. Rebuttal statements are due on August 11.

Staff have requested that individuals interested in serving on a committee submit an online application. These applications will be collected until 5:00 p.m. on July 24 and provided to council prior to the meeting. Any person attending the meeting may also step forward to volunteer to be on a committee.

Councilmembers should nominate any and all individuals they feel merit consideration for appointment to either committee. Once nominations are concluded, council will vote on each nominee until all positions are filled. Once all positions are filled, council will be asked to vote on the spokesperson for each committee.

Council is not required to provide committed members for the committees. If council chooses not to appoint any members to a committee the Pierce County Auditor may choose to solicit committee members on the city's behalf.

FISCAL CONSIDERATION: None.

ATTACHMENTS: None

STRATEGIC PLAN PRIORITY: Promote and enhance a dynamic and robust economy



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

The quarterly financial reports for the second quarter of 2025 are attached.

Total resources, which include all revenues, non-revenues, and beginning fund balances, are at forty-six (46%) percent of the 2025-26 budget. City-wide revenues, across all funds, excluding internal transfers, loan receipts and beginning and ending fund balances, are twenty-four (24%) percent. Expenditures are at sixteen (16%) percent of the biennial budget.

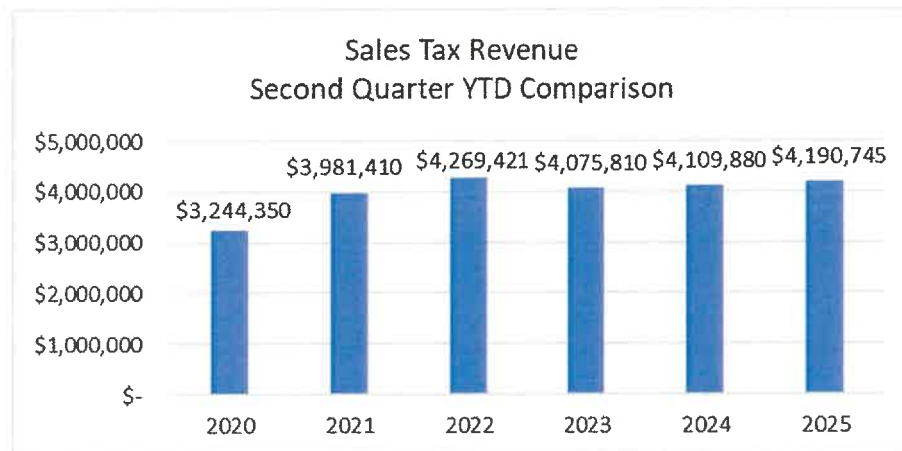
General Fund Revenues

General Fund revenues (excluding beginning balances) are twenty-seven (27%) percent of the biennial budget. The revenues coming in at 27% is a bit misleading and might lead one to believe we are slightly ahead of pace. The revenues include a one-time \$1.4 million transfer into the general fund. If we remove the impact of this transfer, revenues are reduced to 23% of budget and slightly behind pace to meet budget.

General Fund Revenues 2025-26				
Budget vs. Actuals				
General Fund Revenue Source	Budgeted Revenue	Actual Revenue	% Collected	Balance
Taxes				
Property	\$ 7,013,602	1,901,170	27%	\$ (5,112,432)
Sales	20,076,527	4,277,182	21%	(15,799,345)
Public Safety	-	257,977		257,977
B&O Private Utility	2,657,660	776,828	29%	(1,880,832)
City Utility	1,195,448	295,254	25%	(900,194)
Other	651,111	156,921	24%	(494,190)
Sub-Total Taxes	\$ 31,594,348	\$ 7,665,332	24%	\$ (23,929,016)
Licenses & Permits	2,415,764	519,306	21%	(1,896,458)
Intergovernmental	771,223	241,051	31%	(530,172)
Charges for Services	377,861	52,369	14%	(325,492)
Fines & Forfeitures	200,309	55,572	28%	(144,737)
Miscellaneous	1,124,499	333,297	30%	(791,202)
Transfers and other Sources of Funds	1,465,933	1,408,562		(57,371)
Sub-Total	\$ 6,355,589	\$ 2,610,157	41%	\$ (3,745,432)
Total General Fund	\$ 37,949,937	\$ 10,275,489	27%	\$ (27,674,448)

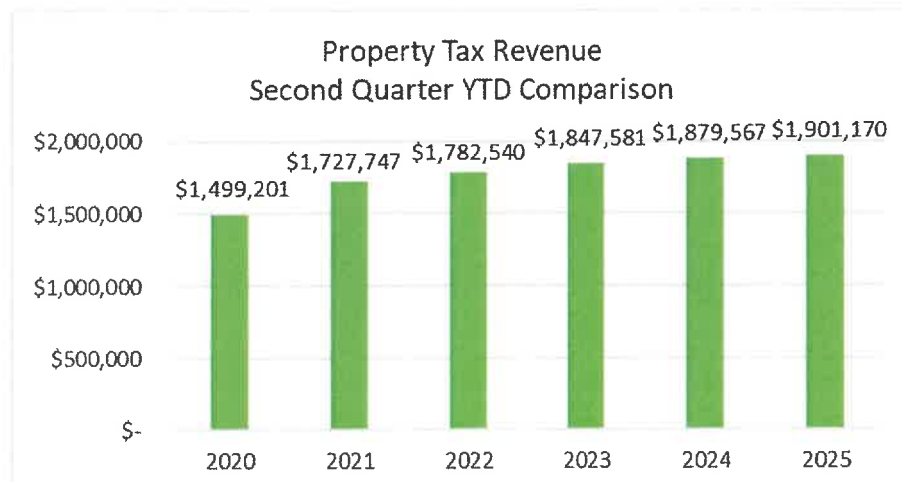
Sales Tax Revenue

Second quarter year-to-date sales tax revenue is illustrated below for years 2020 through 2025. Sales tax is at 21% of the biennial budget for 2025-26.



Property Tax Revenue

Second quarter year-to-date revenue from property taxes, 2020 through 2025, is shown below. Property taxes are at 27% of the biennial budget for 2025-26.

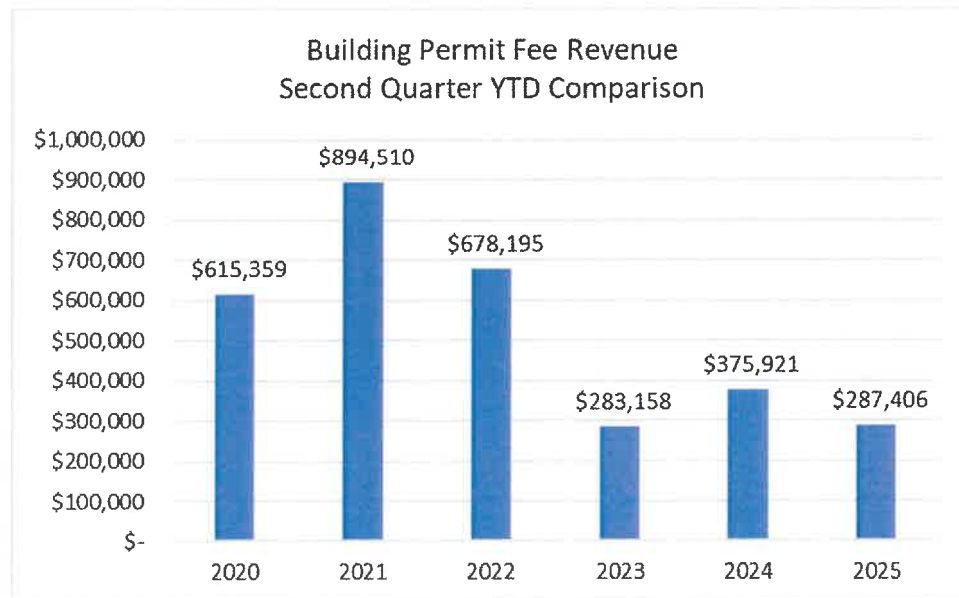


Transportation Benefit District

The City began receiving revenue in the second quarter of 2020 from the Transportation Benefit District (TBD). Total TBD resources are \$7,705,953.

Building Permit Fee Revenue

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



General Fund Expenditures

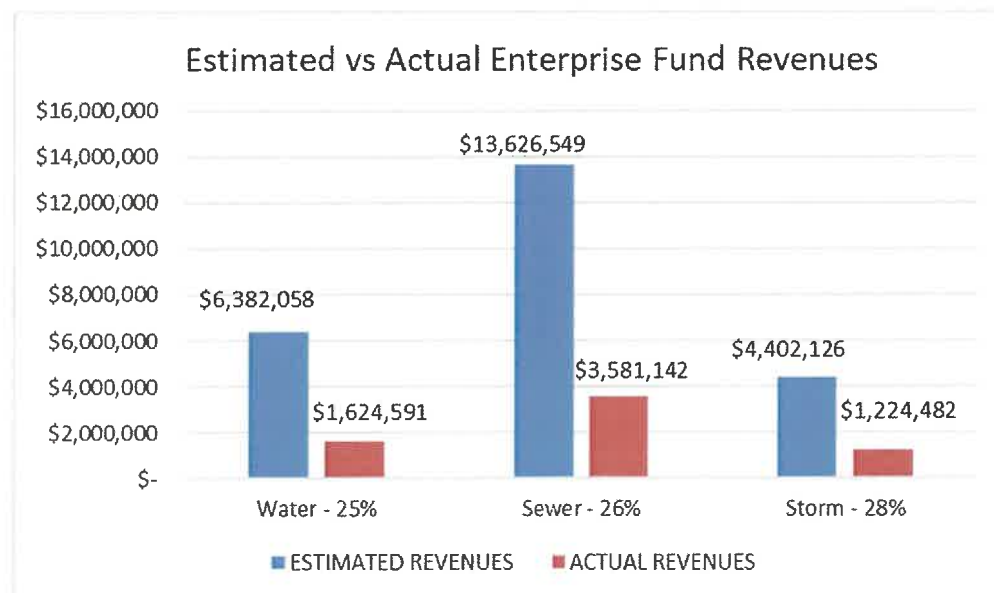
General fund expenditures are eighteen (18%) percent of the biennial budget.

General Fund Expenditures 2025-26						
By Department						
FUND NO.	DESCRIPTION	ESTIMATED EXPENDITURES	ACTUAL EXPENDITURES	BALANCE OF ESTIMATE	PERCENT %	
001	GENERAL GOVERNMENT					
01	NON-DEPARTMENTAL	\$ 9,086,609	\$ 1,339,139	\$ 7,747,471	15%	
02	LEGISLATIVE	164,494	38,315	126,179	23%	
03	MUNICIPAL COURT	1,517,300	287,980	1,229,320	19%	
04	ADMINISTRATIVE/FINANCIAL	5,814,774	1,141,130	4,673,644	20%	
06	POLICE	13,760,413	2,657,328	11,103,085	19%	
14	COMMUNITY DEVELOPMENT	5,812,700	987,681	4,825,019	17%	
15	PARKS AND RECREATION	4,046,550	584,181	3,462,369	14%	
16	BUILDING	1,032,526	268,553	763,973	26%	
001	TOTAL GENERAL FUND	\$ 41,235,366	\$ 7,304,306	\$ 33,931,060	18%	

Water, Sewer and Storm

Revenues:

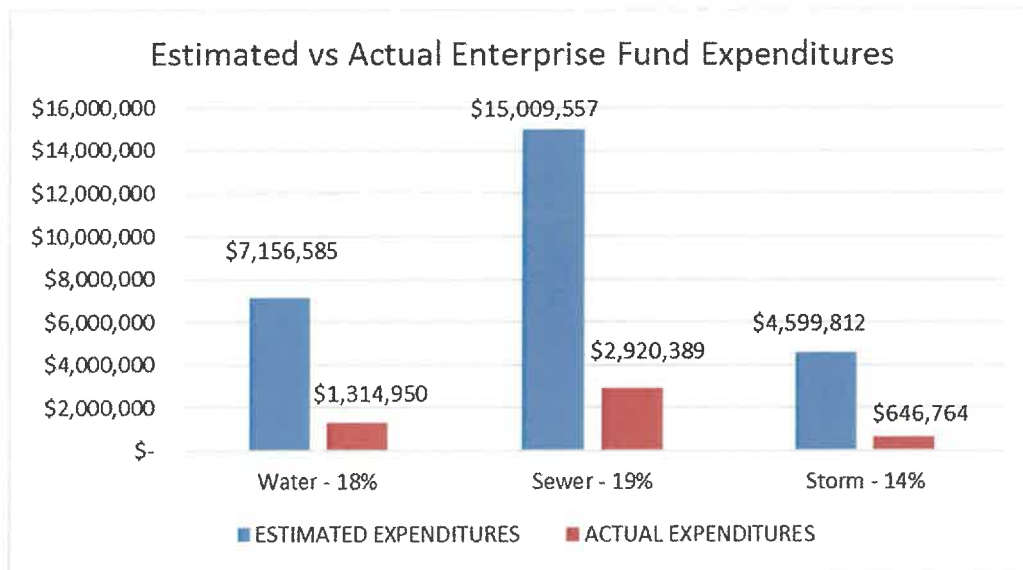
Water, Sewer and Storm Sewer revenues are twenty-five (25%) percent, twenty-six (26%) percent and twenty-eight (28%) percent of the biennial budget.



Water, Sewer and Storm

Expenditures:

Expenditures for the three funds are at eighteen (18%) percent, nineteen (19%) percent and fourteen (14%) 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 June 30, 2025 exceeds \$56.0 million.

Composition of Cash and Investments		
CASH ON HAND	\$	300
CASH IN BANK		1,449,256
LOCAL GOV'T INVESTMENT POOL		35,051,257
OTHER INVESTMENTS		20,087,712
	\$	56,588,525

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.

Security Type	Par Value	Coupon	Yield	Maturity Date
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
US Treasury	2,000,000	4.250	3.650	1/15/2028



CASH AND INVESTMENTS BIENNIAL-TO-DATE ACTIVITY AS OF JUNE 30, 2025

FUND NO.	DESCRIPTION	BEGINNING CASH AND INVESTMENTS	REVENUES	EXPENDITURES	OTHER CHANGES	ENDING CASH AND INVESTMENTS
001	GENERAL GOVERNMENT	\$ 7,582,404	\$ 10,275,489	\$ 7,304,306	\$ (1,698,640)	\$ 8,854,947
101	STREET FUND	558,632	655,942	1,148,054	(48,577)	17,942
102	STREET CAPITAL FUND	1,417,877	1,536,447	1,217,464	(652,370)	1,084,489
103	SENIOR CAPITAL FUND	224,006	4,888	-	-	228,894
104	PEDESTRIAN SAFETY FUND	6,079	133	-	-	6,212
105	DRUG INVESTIGATION FUND	18,020	393	-	-	18,413
106	DRUG INVESTIGATION FUND	5,592	122	-	-	5,714
107	HOTEL-MOTEL FUND	908,367	202,976	352,513	(67,708)	691,122
108	PUBLIC ART CAPITAL PROJECTS	28,018	611	-	-	28,629
109	PARK DEVELOPMENT FUND	727,205	3,708,083	3,884,661	(548,246)	2,382
111	STRATEGIC RESERVE FUND	2,924,137	54,478	850,000	-	2,128,615
112	EQUIPMENT RESERVE FUND	549,829	5,963	550,000	-	5,792
113	CONTRIBUTIONS/DONATIONS	-	2,889	2,889	-	-
121	CITY BUILDING CAPITAL FUND	-	56,105	56,105	-	-
208	LTGO BOND REDEMPTION	87,122	282,395	280,494	-	89,023
211	UTGO BOND REDEMPTION	79,330	2,015	-	-	81,344
301	PROPERTY ACQUISITION FUND	3,157,770	307,267	141,013	-	3,324,024
305	GENERAL GOVT CAPITAL IMPR	2,479,284	293,977	13	-	2,773,248
309	IMPACT FEE TRUST	3,010,193	338,494	50,000	(4,653)	3,294,034
310	HOSPITAL BENEFIT ZONE	4,556,294	54,041	3,267,064	-	1,343,271
401	WATER OPERATING	2,283,032	1,624,591	1,314,950	(281,315)	2,311,358
402	SEWER OPERATING	6,618,375	3,581,142	2,920,389	(249,843)	7,029,284
403	SHORECREST RESERVE FUND	316,969	20,131	474	(545)	336,081
407	UTILITY RESERVE	1,544,882	21,654	26	-	1,566,509
408	UTILITY BOND REDEMPTION	291,269	1,011,545	1,005,190	-	297,624
410	SEWER CAPITAL CONSTRUCTION	5,555,487	148,400	500,308	(245,954)	4,957,625
411	STORM SEWER OPERATING FUND	2,077,720	1,224,482	646,764	(43,150)	2,612,287
412	STORM SEWER CAPITAL	2,184,432	454,324	381,830	(308,550)	1,948,376
420	WATER CAPITAL ASSETS	5,350,534	118,445	913,477	(560,066)	3,995,436
631	MUNICIPAL COURT	-	46,957	41,057	(5,901)	-
650	TRANSPORTATION BENEFIT DISTRICT	6,309,553	1,396,400	150,105	-	7,555,848
		<u>\$ 60,852,412</u>	<u>\$ 27,430,776</u>	<u>\$ 26,979,145</u>	<u>\$ (4,715,518)</u>	<u>\$ 56,588,525</u>

COMPOSITION OF CASH AND INVESTMENTS AS OF JUNE 30, 2025

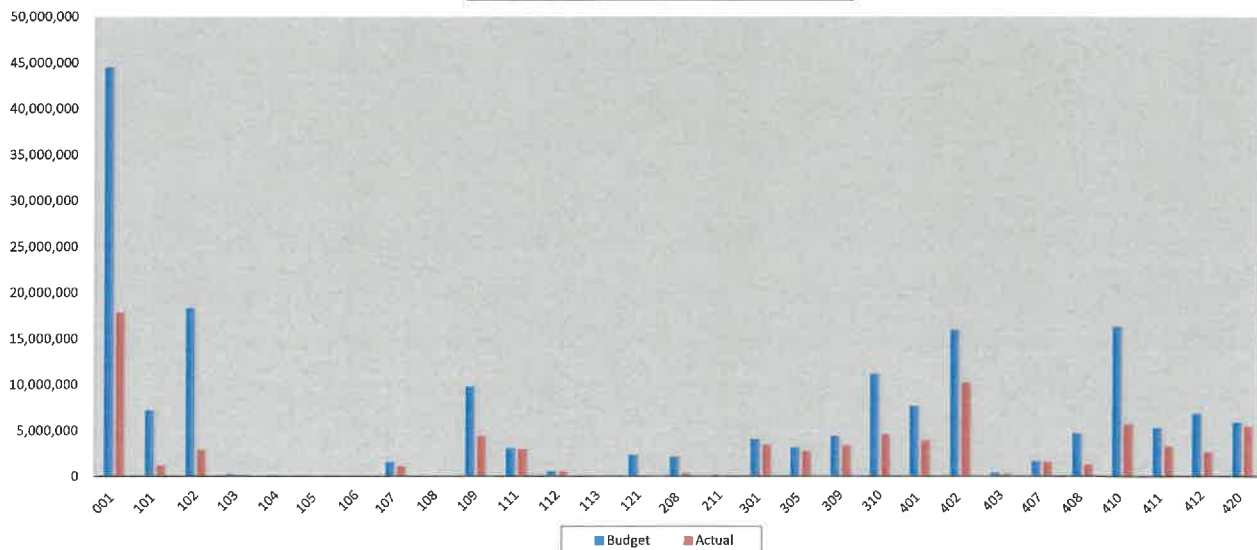
	MATURITY	RATE	BALANCE
CASH ON HAND			\$ 300
CASH IN BANK			1,449,256
LOCAL GOV'T INVESTMENT POOL	(Net Earnings Rate)	4.3829%	35,051,257
OTHER INVESTMENTS		3.949% avg	20,087,712
			<u>\$ 56,588,525</u>



BIENNIAL-TO-DATE RESOURCE SUMMARY AND COMPARISON TO BUDGET AS OF JUNE 30, 2025

FUND NO.	DESCRIPTION	ESTIMATED RESOURCES	ACTUAL RESOURCES	BALANCE OF ESTIMATE	PERCENTAGE (ACTUAL/EST.)
001	GENERAL GOVERNMENT	44,510,958	\$ 17,857,893	\$ 26,653,065	40%
101	STREET FUND	7,195,788	1,214,573	5,981,215	17%
102	STREET CAPITAL FUND	18,309,792	2,954,323	15,355,469	16%
103	SENIOR CAPITAL FUND	238,251	228,894	9,357	96%
104	PEDESTRIAN SAFETY FUND	128,960	6,212	122,748	5%
105	DRUG INVESTIGATION FUND	20,327	18,413	1,914	91%
106	DRUG INVESTIGATION FUND	7,773	5,714	2,059	74%
107	HOTEL-MOTEL FUND	1,533,962	1,111,344	422,618	72%
108	PUBLIC ART CAPITAL PROJECTS	29,879	28,629	1,250	96%
109	PARK DEVELOPMENT FUND	9,751,432	4,435,288	5,316,144	45%
111	STRATEGIC RESERVE FUND	3,062,844	2,978,615	84,229	97%
112	EQUIPMENT RESERVE FUND	565,933	555,792	10,141	98%
113	DONATIONS/CONTRIBUTIONS		2,889	(2,889)	#N/A
121	CITY BUILDING CAPITAL FUND	2,322,500	56,105	2,266,395	2%
208	LTGO BOND REDEMPTION	2,123,606	369,517	1,754,089	17%
211	UTGO BOND REDEMPTION	168,395	81,344	87,051	48%
301	PROPERTY ACQUISITION FUND	4,043,736	3,465,037	578,699	86%
305	GENERAL GOVT CAPITAL IMPR	3,159,161	2,773,261	385,900	88%
309	IMPACT FEE TRUST	4,401,144	3,348,687	1,052,457	76%
310	HOSPITAL BENEFIT ZONE	11,139,439	4,610,335	6,529,105	41%
401	WATER OPERATING	7,639,967	3,907,623	3,732,344	51%
402	SEWER OPERATING	15,875,113	10,199,516	5,675,597	64%
403	SHORECREST RESERVE FUND	384,353	337,100	47,253	88%
407	UTILITY RESERVE	1,659,512	1,566,536	92,976	94%
408	UTILITY BOND REDEMPTION	4,666,719	1,302,814	3,363,906	28%
410	SEWER CAPITAL CONSTRUCTION	16,305,103	5,703,887	10,601,216	35%
411	STORM SEWER OPERATING FUND	5,325,328	3,302,202	2,023,126	62%
412	STORM SEWER CAPITAL	6,834,348	2,638,756	4,195,592	39%
420	WATER CAPITAL ASSETS	5,876,208	5,468,979	407,229	93%
631	MUNICIPAL COURT		46,957	(46,957)	#N/A
650	TRANSPORTATION BENEFIT DISTRICT	13,426,324	7,705,953	5,720,371	57%
		\$ 190,706,855	\$ 88,283,189	\$ 102,423,666	46%

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

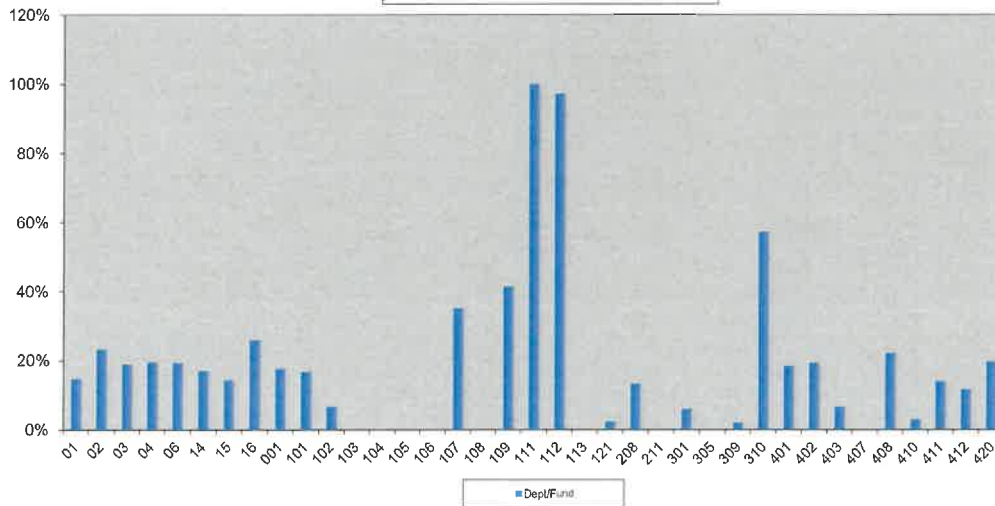




**BIENNIAL-TO-DATE EXPENDITURE SUMMARY
AND COMPARISON TO BUDGET
AS OF JUNE 30, 2025**

FUND NO.	DESCRIPTION	ESTIMATED EXPENDITURES	ACTUAL EXPENDITURES	BALANCE OF ESTIMATE	PERCENTAGE (ACTUAL/EST.)
001	GENERAL GOVERNMENT				
01	NON-DEPARTMENTAL	\$ 9,086,609	\$ 1,339,139	\$ 7,747,471	15%
02	LEGISLATIVE	164,494	38,315	126,179	23%
03	MUNICIPAL COURT	1,517,300	287,980	1,229,320	19%
04	ADMINISTRATIVE/FINANCIAL	5,814,774	1,141,130	4,673,644	20%
06	POLICE	13,760,413	2,657,328	11,103,085	19%
14	COMMUNITY DEVELOPMENT	5,812,700	987,681	4,825,019	17%
15	PARKS AND RECREATION	4,048,550	584,181	3,462,369	14%
16	BUILDING	1,032,526	268,553	763,973	26%
001	TOTAL GENERAL FUND	41,235,366	7,304,306	33,931,060	18%
101	STREET FUND	6,870,560	1,148,054	5,722,506	17%
102	STREET CAPITAL FUND	18,183,200	1,217,464	16,965,736	7%
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	352,513	647,487	35%
108	PUBLIC ART CAPITAL PROJECTS	-	-	-	#N/A
109	PARK DEVELOPMENT FUND	9,380,420	3,884,661	5,495,759	41%
111	STRATEGIC RESERVE FUND	850,000	850,000	-	100%
112	EQUIPMENT RESERVE FUND	565,933	550,000	15,933	97%
113	DONATIONS/CONTRIBUTIONS	-	2,889	(2,889)	#N/A
121	CITY BUILDING CAPITAL FUND	2,322,500	56,105	2,266,395	2%
208	LTGO BOND REDEMPTION	2,101,734	280,494	1,821,240	13%
211	UTGO BOND REDEMPTION	168,395	-	168,395	-
301	PROPERTY ACQUISITION FUND	2,276,500	141,013	2,135,487	6%
305	GENERAL GOVT CAPITAL IMPR	1,846,500	13	1,846,487	0%
309	IMPACT FEE TRUST	2,400,000	50,000	2,350,000	2%
310	HOSPITAL BENEFIT ZONE	5,703,080	3,267,064	2,436,016	57%
401	WATER OPERATING	7,156,585	1,314,950	5,841,635	18%
402	SEWER OPERATING	15,009,557	2,920,389	12,089,168	19%
403	SHORECREST RESERVE FUND	7,200	474	6,726	7%
407	UTILITY RESERVE	-	26	(26)	#N/A
408	UTILITY BOND REDEMPTION	4,530,967	1,005,190	3,525,777	22%
410	SEWER CAPITAL CONSTRUCTION	16,299,319	500,308	15,799,011	3%
411	STORM SEWER OPERATING FUND	4,599,812	646,764	3,953,048	14%
412	STORM SEWER CAPITAL	3,271,700	381,830	2,889,870	12%
420	WATER CAPITAL ASSETS	4,633,268	913,477	3,719,791	20%
631	MUNICIPAL COURT	-	41,057	(41,057)	#N/A
650	TRANSPORTATION BENEFIT DISTRICT	10,218,765	150,105	10,068,660	1%
		\$ 160,766,321	\$ 26,979,145	\$ 133,787,176	17%

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

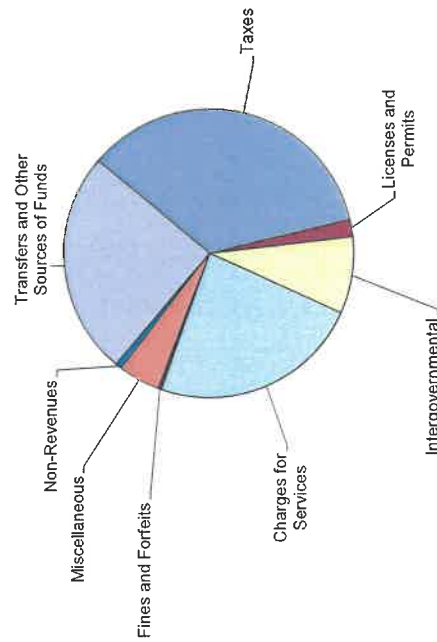




BIENNIAL-TO-DATE REVENUE SUMMARY BY TYPE AS OF JUNE 30, 2025

TYPE OF REVENUE	AMOUNT
Taxes	9,629,607
Licenses and Permits	539,306
Intergovernmental	2,356,966
Charges for Services	6,467,254
Fines and Forfeits	102,530
Miscellaneous	1,272,266
Non-Revenues	210,170
Transfers and Other Sources of Funds	6,852,677
Total Revenues	27,430,776
Beginning Cash Balance	60,852,412
Total Resources	88,283,189

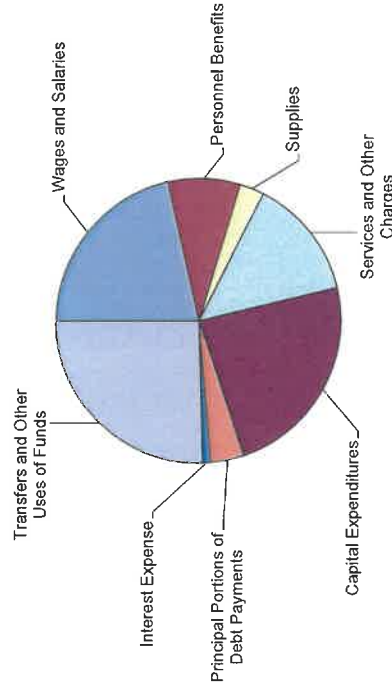
Revenues by Type - All Funds



BIENNIAL-TO-DATE EXPENDITURE SUMMARY BY TYPE AS OF JUNE 30, 2025

TYPE OF EXPENDITURE	AMOUNT
Wages and Salaries	5,783,471
Personnel Benefits	2,241,318
Supplies	736,133
Services and Other Charges	3,724,319
Capital Expenditures	6,355,543
Principal Portions of Debt Payments	1,029,321
Interest Expense	256,363
Transfers and Other Uses of Funds	6,852,677
Total Expenditures	26,979,145
Ending Cash Balance	56,588,525
Total Uses	83,567,670

Expenditures by Type - All Funds



CITY OF GIG HARBOR
STATEMENT OF FINANCIAL POSITION
AS OF JUNE 30, 2025

		SPECIAL REVENUE FUNDS										
		101	102	103	104	105	106	107	108	109	111	112
		STREET	STREET	SENIOR	PEDESTRIAN	DRUG	DRUG	HOTEL -	PUBLIC ART	PARK DVL P	STRATEGIC	EQUIPMENT
		CAPITAL	CAPITAL	CAPITAL	SAFETY	INVESTIGTN	INVESTIGTN	MOTEL	PROJECTS	FUND	RESERVE	RESERVE
ASSETS	001											
	GENERAL											
	GOVERNMENT											
CASH	\$	210,808	\$	1,685	\$	46	\$	5,087	\$	18	\$	43
INVESTMENTS		8,644,139		227,209		6,166		686,035		2,384		5,750
RECEIVABLES		2,730,319		-		-		64,201		-		-
FIXED ASSETS		-		-		-		-		-		-
OTHER		-		-		-		-		-		-
TOTAL ASSETS		11,585,265		228,894		6,212		755,323		2,382		5,792
LIABILITIES												
CURRENT		69,245		-		-		-		-		-
LONG TERM		594,379		-		-		-		-		-
TOTAL LIABILITIES		663,624		-		-		-		-		-
FUND BALANCE:												
BEGINNING OF YEAR		7,950,458		224,006		6,079		904,860		178,960		549,829
Y-T-D REVENUES		10,275,489		4,888		133		202,976		3,708,083		5,963
Y-T-D EXPENDITURES		(7,304,306)		(1,217,464)		-		(352,513)		(3,884,661)		(550,000)
ENDING FUND BALANCE		10,921,642		228,894		6,212		755,323		2,382		5,792
TOTAL LIAB. & FUND BAL.		\$ 11,585,265		\$ 228,894		\$ 6,212		\$ 755,323		\$ 2,382		\$ 5,792

CITY OF GIG HARBOR
STATEMENT OF FINANCIAL POSITION
AS OF JUNE 30, 2025

	113	121	301	305	309	310	631	650	TOTAL	208	211	TOTAL
	CONTRIB & CITY BLDG	PROPERTY ACQUISITION	GEN GOVT IMPACT FEE	HOSPITAL BENEFIT	MUNICIPAL COURT	TRANSPORT BENEFIT	DIST	SPECIAL REVENUE	LTGO BOND REDEMPTION	UTGO BOND REDEMPTION	DEBT SERVICE	
ASSETS												
CASH	\$ -	\$ -	\$ 53,706	\$ 49,652	\$ 24,247	\$ 17,250	-	262,161	\$ 438,066	\$ 655	\$ 599	\$ 1,254
INVESTMENTS	-	-	3,270,318	2,723,596	3,269,787	1,326,020	-	7,293,687	22,070,564	88,368	80,746	169,114
RECEIVABLES	-	-	36,406	36,406	-	-	-	368,629	542,851	-	954	954
FIXED ASSETS	-	-	-	-	-	-	-	-	-	-	-	-
OTHER	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL ASSETS	-	-	3,360,430	2,809,654	3,294,034	1,343,271	-	7,924,477	23,051,481	89,023	82,298	171,322
LIABILITIES												
CURRENT	-	-	-	-	-	-	19	-	3,019	-	-	-
LONG TERM	-	-	-	-	-	-	-	-	-	2,346,666	938	2,347,604
TOTAL LIABILITIES	-	-	-	-	-	-	19	-	3,019	2,346,666	938	2,347,604
FUND BALANCE:												
BEGINNING OF YEAR	-	-	3,194,176	2,515,690	3,005,540	4,556,294	(5,919)	6,678,183	26,093,234	(2,259,544)	79,346	(2,180,198)
Y-T-D REVENUES	2,889	56,105	307,267	293,977	338,494	54,041	46,957	1,396,400	8,666,165	282,395	2,015	284,410
Y-T-D EXPENDITURES	(2,889)	(56,105)	(141,013)	(13)	(50,000)	(3,267,064)	(41,057)	(150,105)	(11,710,937)	(280,494)	-	(280,494)
ENDING FUND BALANCE	-	-	3,360,430	2,809,654	3,294,034	1,343,271	(19)	7,924,477	23,048,463	(2,257,643)	81,361	(2,176,282)
TOTAL LIAB. & FUND BAL.	\$ -	\$ -	\$ 3,360,430	\$ 2,809,654	\$ 3,294,034	\$ 1,343,271	\$ 0	\$ 7,924,477	\$ 23,051,481	\$ 89,023	\$ 82,298	\$ 171,322

CITY OF GIG HARBOR
STATEMENT OF FINANCIAL POSITION
AS OF JUNE 30, 2025

	401	402	403	407	408	410	411	412	420	TOTAL PROPRIETARY	TOTAL
	WATER OPERATING	SEWER OPERATING	SHORECREST RESERVE	UTILITY RESERVE	UTILITY REDEMPTION	SEWER CAP. CONST.	STORM SEWER OPERATING	STORM SEWER CAPITAL	WATER CAP. ASSETS		
ASSETS											
CASH	\$ 120,384	\$ 258,384	\$ 2,474	\$ 63,167	\$ 2,191	\$ 36,493	\$ 19,229	\$ 14,342	\$ 282,764	\$ 799,428	\$ 1,449,556
INVESTMENTS	2,190,974	6,770,900	333,607	1,503,343	295,433	4,921,132	2,593,058	1,934,034	3,712,672	24,255,153	55,138,969
RECEIVABLES	543,169	1,043,815	4,181	-	-	2,346,666	623,433	-	-	4,561,264	7,835,368
FIXED ASSETS	18,895,017	48,803,769	-	-	-	1,469,541	3,579,369	2,647,823	4,852,219	80,247,738	80,247,738
OTHER	-	-	-	-	272,255	-	-	-	-	272,255	272,255
TOTAL ASSETS	21,749,544	56,876,868	340,262	1,566,509	569,879	8,773,832	6,815,089	4,596,199	8,847,655	110,135,838	144,943,907
LIABILITIES											
CURRENT	4,972	13,637	-	-	1,981,598	-	403	-	38,581	2,039,189	2,111,453
LONG TERM	88,546	139,419	-	-	12,812,044	-	42,195	-	-	13,082,204	16,024,186
TOTAL LIABILITIES	93,517	153,056	-	-	14,793,642	-	42,597	-	38,581	15,121,393	18,135,639
FUND BALANCE:											
BEGINNING OF YEAR	21,346,385	56,063,060	320,606	1,544,882	(14,230,118)	9,125,740	6,194,775	4,523,705	9,604,106	94,493,141	126,356,636
Y-T-D REVENUES	1,624,591	3,581,142	20,131	21,654	1,011,545	148,400	1,224,482	454,324	118,445	8,204,712	27,430,776
Y-T-D EXPENDITURES	(1,314,950)	(2,920,389)	(474)	(26)	(1,005,190)	(500,308)	(646,764)	(381,830)	(913,477)	(7,683,409)	(26,979,145)
ENDING FUND BALANCE	21,656,027	56,723,812	340,262	1,566,509	(14,223,763)	8,773,832	6,772,492.11	4,596,199	8,809,074	95,014,445	126,808,268
TOTAL LIAB. & FUND BAL.	\$ 21,749,544	\$ 56,876,868	\$ 340,262	\$ 1,566,509	\$ 569,879	\$ 8,773,832	\$ 6,815,089	\$ 4,596,199	\$ 8,847,655	\$ 110,135,838	\$ 144,943,907

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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes: Objective deprioritized by administration for 2025
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
Support tourism and tourism organizations through lodging tax grant funding.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
Develop a Cultural Access Program.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
Support establishment of a Creative District.	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget:

	☐ Yes ☐ No Percent complete as of 06/30/25: 0% Notes: Objective deprioritized by administration
Support sister city activities.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
Review and amend city fee schedules.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:

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. \$50,000 (2025)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Develop a city social media policy to avoid violations of OPMA.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Launch City of Gig Harbor Instagram account. Consider other social media opportunities.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Collaborate with all departments to share city project information with the public in an interactive manner. Utilize electronic and paper methods. \$50,000 (2025-26)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
Develop and maintain a Community Advisory Committee Program to increase communication and interaction with neighborhoods. \$20,000 (2025-26)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Maintain and enhance the Gig-A-Byte newsletter.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:

GENERAL FUND – NON-DEPARTMENTAL

Objective	Status of Objective (as described in the 2025-26 Budget)
Financial. The annual audit performed by the state auditor's office: \$50,000. Insurance for General Governmental activities: \$912,938.	Objective on track to be met by end of 2026: ☒ Yes ☐ No Objective will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
Operating transfers out. General fund transfers to other funds for 2025-26 are as follows: Fund Amount Street Operating \$5,500,000 Building Capital 150,000 LTGO Debt 1,950,000	Objective on track to be met by end of 2026: ☒ Yes ☐ No Objective will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 50% Notes: Transfers will occur as needed

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: x Yes ☐ No Goal will be met under budget: x Yes ☐ No Percent complete as of 06/30/25: 25% Notes: Working closely with PD and FD in determination of program development.
Implement City Youth Council. \$5,000 annually	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 50% Notes: Youth Council recruitment starts 5/5/25.
Community, Diversity, and Equity Mayoral Committee. \$5,000 annually	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 95% Notes:
Maintain H3 program high level of service.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 100% Notes: Continually ongoing
Research and develop the city's response to homeless encampments.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 100% Notes: City policy written and adopted.
Update income guidelines for Senior Discount Utility Program.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 100% Notes: Updated program launched 1/1/25

GENERAL FUND – NON-DEPARTMENTAL
Admin – HR

Goal	Status of Goal (as described in the 2025-26 Budget)
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. \$45,000 one-time implementation cost (2025-26); \$50,000 annually	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes: Implementation efforts are underway. The payroll module is currently scheduled to go-live in August 2025, with subsequent modules to follow.
Rewards and recognition – enhance staff engagement by developing a framework for celebrating and rewarding special projects, achievements, service excellence, teamwork, and overall performance.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes: Staff reward and recognition efforts are occurring continuously.
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.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes: Safety and risk measures are in place and continuously being reviewed and implemented. Staff refresher trainings are assigned and completed as appropriate, i.e. defensive driving, harassment, discrimination.
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.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes: The WellCity program is championed by the city’s wellness committee. Staff engagement and participation in events and activities continues to be strong. The wellness committee facilitated a survey recently to gather staff feedback on program elements so that future planning may better align with interest. DEIB lunch and learns are being facilitated twice annually. There was strong participation and engagement in the event held in May 2025.

Staff training and development – performance evaluations, supervisory training, leadership academy.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes: Harbor Rising, the city's inaugural development program for emerging leaders, has been launched with three sessions completed by end of 2Q 2025. There are 12 staff participating, representing each department across the city.
Conduct an ITS staffing study. \$45,000 (2025)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 50% Notes: Study is currently underway, being facilitated by BakerTilly (previously Moss Adams). Final report anticipated in 3Q 2025.
Update safety manual and accident prevention program.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes: Project currently pending the Risk & Safety Program Manager hire.

GENERAL FUND – NON-DEPARTMENTAL
Admin – ITS

Goal	Status of Goal (as described in the 2025-26 Budget)
Fund Management: Establish ITS internal service fund	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 5% Notes:
Data Management: - Migration of data from box.com to Microsoft 365 to align the city's data with the productivity products used by city staff. - Equipment refreshes server and storage hardware citywide due to vendor planned obsolescence. Servers (5) Replacement Cost \$103,870 with Storage \$62,282 and Firewalls \$39,487. - Continue to migrate services that rely on legacy plain old telephone systems (POTS) to more cost-effective options.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 5% Notes:
Cyber Security: - Cyber Security Penetration Testing and Remediation. \$60,000 - Implementation of Multi-factor Authentication (MFA) at Windows logon. \$20,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 65% Notes:
Building Facilities: - Collaborate with Public Works to implement fire protection/detection systems in the server room. Installation and Training \$31,500 - Collaborate with Public Works to upgrade fiber optic cables that feed the Public Works Operations and Wastewater Division buildings from Civic Center.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 5% Notes:

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

Goal	Status of Goal (as described in the 2025-26 Budget)
Maintain state lobbying contract. \$40,000 annually	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
Provide funding for the Gig Harbor Waterfront Alliance and its continued activities to promote downtown businesses. \$25,000 annually	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
Collaborate with local organizations in support of senior services and activities. \$40,000 annually	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 5% Notes:
Support creative art endeavors in the city in implementation of the arts and culture element of the comprehensive plan. \$35,000 annually	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 50% Notes:
Promote and attract new businesses to downtown Gig Harbor through a variety of methods.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 12.5% Notes:
Sister City Program support. \$5,000 (2025-26)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes: No request for funding received YTD
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. \$5,000 annually	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 12.5% Notes: First day of Harbor Rising was 4/23/25!

CAPITAL PROJECTS - CITY BUILDINGS

Goal	Status of Goal (as described in the 2025-26 Budget)
Civic Center HVAC Upgrade. 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. \$150,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 92% Notes:
Civic Center Fire System and Intrusion Upgrades. 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. \$87,500	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Operations Center Decant Facility. 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.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 18% Notes:

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. \$1,500,000	
Operations Center Fueling Station. 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. \$480,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 18% Notes:
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. \$30,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 8% Notes:
Civic Center Police Department Security Gate Upgrades. 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. \$75,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:

CAPITAL PROJECTS - PARKS DEVELOPMENT

Gig Harbor Sports Complex Phase 1B - Construction. 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. \$2,000,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 95% Notes: Park open. Punchlist items ongoing.
Crescent Creek Restroom Remodel – Design, Permitting, and Construction. 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. \$190,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Crescent Creek Play Area Resurfacing and Sand Pit Modifications. 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	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:

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. \$40,000	
Soundview Forest Tree Maintenance. 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. \$125,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Crescent Creek Park – Master Plan. 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. \$110,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 70% Notes:
Jerisich Dock – Design, Permitting, and Re-decking. 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. \$66,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Finholm View Climb - Structural Analysis, Design, and Permitting. 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. \$30,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:

Adam Tallman Park – Wetland Review and Trail Improvements. 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. \$50,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Loop Trail Construction and Signage at txʷaalqəl Conservation Area (Phase 2). 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. \$75,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 10% Notes:
Splash Pad Replumbing and Rewiring – Design and Construction. 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	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 2% Notes:

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. \$250,000	
Basketball Court at Civic Center Skate Park – Design and Permitting. 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. \$45,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Commercial Fishing Homeport Design, Permitting, and Construction. 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. \$3,480,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 40% Notes:
Gig Harbor Sports Complex Phase 1A. 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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 30%

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. \$2,329,820	Notes:
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CAPITAL PROJECTS - STREET DIVISION

Burnham Drive Half-Width Roadway Improvements Phase 1A – Construction. 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. \$3,000,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 62% Notes:
Wollochet Drive/Wagner Way Intersection Improvements. 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. \$800,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 65% Notes:
Pavement Maintenance and ADA Improvements – Soundview Drive (Hollycroft to Magnolia). 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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 4% Notes:

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 overlay. 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. \$1,780,000	
Grandview Street/Pioneer Way Signal Loop Replacement. 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. \$250,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Pavement Maintenance and ADA improvements – 38th Avenue (city limits to 41st Street). 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. \$200,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 4% Notes:
38th Avenue Phase 2 Half-Width Roadway Improvements. This objective will construct half-width roadway improvements along the east side of 38th Avenue from 56th Street to	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No

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. \$4,645,000	Percent complete as of 06/30/25: 45% Notes:
38th Avenue Phase 2 Half-Width Roundabout Improvements. 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. \$3,310,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 48% Notes:
New Streetlight Installations – Peacock Hill Avenue and Borgen Blvd (West End). 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. \$60,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 30% Notes:
Wollochet Drive/SR 16 Westbound On-ramp Right Turn Lane. 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. \$1,450,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
Wollochet Drive/SR 16 Eastbound Off-ramp Right Turn Lane. Complete the design	Goal on track to be met by end of 2026: ☒ Yes ☐ No

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. \$2,050,000	Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 45% Notes:
Harbor Hill Drive Landscape Mitigation. 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. \$110,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 18% Notes:
Peacock Hill Avenue Half-Street Improvements – Design and Permitting. 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. \$620,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 42% Notes:
Harbor History Museum Driveway Entrance Revision. 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.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 32% Notes:

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

Lift Station 5 (Harborview Drive Ferry Landing Area) Basin Improvements. 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. \$2,980,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 07/16/25: 40% Notes: Staff has received the 90% design plan set and are currently reviewing.
Lift Station 1 (Crescent Creek Park) Rehabilitation. 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. \$3,475,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 07/16/25: 30% Notes: Staff is awaiting the 90% design plan set from consultant with the goal of 100% design plans by the fall of 2025.
Lift Station 14 (Wagner Way) Improvements. 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. \$750,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 07/16/25: 0% Notes: This project is scheduled in August of 2025 to begin the selection process of a consultant to design the proposed upgrades at this lift station.

Wastewater Treatment Plant Digester Upgrades/Centrifuge Ammonia Control. The current centrifuge operation at the city's wastewater treatment plant (WWTP) 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. \$3,500,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☒ No Percent complete as of 07/16/25: 35% Notes: Staff received the 90% design plans and are currently reviewing. Engineering estimate for construction is now \$5,100,000.
Lift Stations 13 & 16 Pump Control Upgrades. 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. \$305,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 07/16/25: 40% Notes: Lift station 16 bid specs are being prepared to seek a contractor for construction in late summer of 2025. Design plans for upgrades to lift station 13 have begun and are expected to be complete by the end of 2025.
Centrifuge VFD and Control Component Replacement. 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. \$40,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 07/16/25: 0% Notes:
38th Avenue Dry Sewer Design and Construction. As part of the city's 38th 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	(See Capital Project under Streets Division)

with a future latecomers agreement or possibly ULID. \$400,000	
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CAPITAL PROJECTS - WATER DIVISION

Shurgard Water Tank Recoating. 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. \$750,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 95% Notes:
Well #9 (11944 Olympus Way) Development and Water Rights Processing. 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. \$555,500	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 12% Notes:
Soundview Drive Asbestos-Cement Watermain Replacement. 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. \$600,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 97% Notes:
Soundview Drive Pavement Maintenance. 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	(See Capital Project under Streets Division)

of this pavement maintenance project will be paid by the water capital fund and one lane will be paid by the street capital fund. \$1,000,000	
Well House 5 and 6 Well Site Re-development. 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. \$500,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Manganese Treatment Feasibility Study and Design and Permitting. 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. \$350,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Canterwood Drive Watermain Redundancy. 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	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 4% Notes:

area to ensure that there are multiple feeds in case of an emergency. \$1,000,000	
Peacock Hill Avenue Watermain Loop. 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. \$100,000	(See Capital Project under Streets Division)

CAPITAL PROJECTS - STORMWATER DIVISION

Burnham Drive Culvert Replacement at 96th Street. Due to this culver 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). \$1,250,000	(See Capital Project under Streets Division)
Storm Pipe Slip Lining. 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. \$187,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
North Creek Culvert Replacement – Design and Permitting. 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	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 60% Notes:

project. Staff and the consultant will also continue to seek out grants to support the costs for construction, which may begin as soon as 2026. \$350,000	
Stormwater Prioritization and Permitting – Outfalls to Marine Waters – Upgrades. 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. \$300,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Improvements at Soundview Drive Stormwater Outfall. 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. \$200,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 20% Notes:

GENERAL FUND – CITY BUILDINGS

Goal	Status of Goal (as described in the 2025-26 Budget)
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.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
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.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Purchase workout equipment for the available workout room at the Public Works Shop.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:(This was not placed in Budget)
Install a new dust collection system at the Public Works Wood Shop to improve safety and overall working conditions.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 100% Notes:

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). \$184,000 (2025-26)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 100% Notes: Adopted 4/14/25. PSRC Certification is likely July 2025.
Complete Climate Action Comprehensive Plan Element. \$145,000 (2025-26)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 85% Notes: Draft Element and Vulnerability Assessment completed.
“Judson” Comprehensive Plan Subarea Element. \$100,000 (2025-26)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 5% Notes: Developing work plan, boundary and goals for Council consideration.
Urban Forestry/Tree Preservation ordinance. \$48,749 (2025)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 5% Notes: Comp Plan policies adopted.
Downtown Parking Study/parking regulation update. \$70,000 (2025)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 20% Notes: Parking study underway.
On-call planning support for permitting. \$15,000 (2025-26)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 5% Notes: Developing RFQ for publication.

Establish a Planning Intern Program.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 10% Notes: Assessing opportunities with new staff
Records management planning.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 30% Notes: In process.
Update the GHMC Zoning and Environment titles as necessary based on needs and to reflect changes necessary to implement 2024 comprehensive plan update.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☒ No Percent complete as of 06/30/25: 15% Notes: Phase 1 (Zoning Map and density updates) underway and Phase 2 (site design and use requirements regarding housing) beginning Sept.
Increased staff access to training and education.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 50% Notes: Exploring new training opportunities for existing and recently hired staff
Review and update GHMC Section 12.12 to further clarify the city's Historic Street Name list.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 15% Notes:
Fully develop the SmartGov Portal and Dashboard for permit management and data reporting.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 15% Notes: Internal tech team composed and developing report templates.
Draft an accessory dwelling unit (ADU) ordinance per House Bill 1337.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 100% Notes: Council Adopted May 12, 2025.

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)).	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 10% Notes: Comp Plan policies adopted. Code amendments to be proposed in Phase 2 Code development.
Evaluate measures to permit processing efficiencies and process improvements.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 20% Notes: Reviewing SmartGov capabilities
Draft a dangerous building abatement code ordinance.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 15% Notes: Preliminary Draft in development
Draft a Landlord / Tenant Act Client Assistance Memo.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 5% Notes: Internal review
Draft a Landlord / Tenant Act Inspection Request form.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 5% Notes: Internal review
Draft Standard Operating Procedure or process guidelines for the code enforcement officer position.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 15% Notes: Prelim Draft in development
Evaluate benefits of bringing the fire inspection program in house to the Building Division.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 5% Notes: Updating 2019 cost analysis
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes: Ordinance adopted. Tech group discussion on implementation.

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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 5% Notes: Working with Facilities on security measures as a first phase.
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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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: % Notes:
Update and translate additional court forms for improved access to justice.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: % Notes:
Implement court security and safety training.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: % Notes:
Increase pro tempore judge pay to align with industry norms and inflation.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: % Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: % Notes: Reliant on Pierce County Jail funding to increase staffing and space at the jail.

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. \$480,00 annually (2025-26 contract executed in August 2024)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
Continue to fund other applications as recommended by LTAC.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:

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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 10% Notes:
Establish Park Standards that address park safety, desired outcomes, and maintenance expectations.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 50% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 10% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:

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.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
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.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Start a program to replace outdated and broken picnic tables and benches in parks and streetscapes and standardize the furniture that is used.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 10% Notes:
Start a program to replace worn out trash receptacles and standardize the trash receptacles that are used.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Purchase and outfit a second standard duty truck with a Dumper Dogg bed for use in parks and in restroom cleaning activities.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 80% Notes:
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.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
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.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 10% Notes:
Support the Harbor Arbor Art program. \$7,500 Annually.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget:

	☒ Yes ☐ No Percent complete as of 06/30/25: 5% Notes:
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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.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:

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: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☐ No Percent complete as of 06/30/25: % Notes:
Add administrative lieutenant position.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: % Notes: The position was appointed in January 2025. An FTE allocation exists; however, the position is currently unfilled pending the completion of the Chief of Police selection process.
Complete hiring process of two budgeted police officer positions.	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: % Notes: The Police Department is authorized for 26 FTE police positions. The current roster includes 22 sworn officers, resulting in a deficit of four FTE positions.
Replace eight patrol cars (with hybrid options). \$319,995 (2025); \$323,285 (2026) 4x Received 2x Pending Delivery 2x Pending Ordering 1x Pending Replacement Authority (see note)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: % Notes: 4x received. Note: An existing vehicle in the department's fleet was totaled in a collision in which the Police Department was not at fault. A replacement will be required and will be addressed during the upcoming mid-budget review.

Replace two staff vehicles (Admin LT and Ops Lieutenant). \$105,000 (2025)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 50% Notes: 1x Admin Lieutenant- Received 1x Ops Lieutenant- Pending Delivery
Replace COPS Vehicle with Support Vehicle/Small Truck. \$28,000 (2025)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 100% Notes: Operational and in service.
Increase traffic enforcement through increased staffing.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☐ No Percent complete as of 06/30/25: % Notes: 2st Q traffic enforcement up, will be addressed during crime stat presentation.
Achieve full state accreditation.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 100% Notes: All standards achieved. Official award 5/21/25. \$50K stipend from state will follow.

SPECIAL REVENUE FUND – PUBLIC ART CAPITAL PROJECTS

Goal	Status of Goal (as described in the 2025-26 Budget)
Harborview/Stinson Roundabout Sidewalk art. \$25,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 75% Notes:

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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
Procure and maintain all city vehicles and equipment. Consider new vehicle procurement method(s).	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 12% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 12% Notes:.
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 12% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 5% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:

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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 07/16/25: 25% Notes:

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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 12% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 20% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
Complete the stormwater utility rate study that was initiated in 2022.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 30% Notes:
Develop and implement a new Storm Drain Art Program.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 2% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 10% Notes:

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.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 15% Notes:
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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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 33% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 25% Notes:
Develop and institute a roadway shoulder maintenance program.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 30% Notes:

Relocate power to streetlights in front of 3025 Harborview Drive so they are energized from city power supply.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Coordinate with WSDOT to upgrade signal traffic controllers for signal cabinets at eight intersections along Olympic Drive and Pt Fosdick Drive.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
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.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 40% Notes:
Begin a vehicle leasing program to reduce vehicle maintenance costs and reduce the city's carbon footprint by utilizing alternative fuels where applicable.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 45% Notes:
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.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 100% Notes:
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.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Consider and implement updates to the transportation impact fee and the active transportation plan based on the updated and adopted transportation element.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 60% Notes:

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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 07/16/25: 20% Notes:
Complete more sewer hydraulic model updates.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 07/16/25: 75% Notes:.
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: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☒ No Percent complete as of 07/16/25: 90% Notes: The cost of the pump is approximately 10% over the \$100,000 that was budgeted. The pump has been ordered and has not yet been delivered.
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 100% Notes:
Install a backup Hidrostral pump at Lift Station 4B to add redundancy in case of pump failure.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☒ No Percent complete as of 07/16/25: 90% Notes: The cost of this pump is approximately 5% over the \$60,000 that was budgeted. This pump has been delivered but not yet installed.
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: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☒ No Percent complete as of 06/30/25: 100%

	Notes: The total cost of this equipment exceeded the \$30,000 budgeted by approximately 5%.
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: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 07/16/25: 0% Notes: In-house repairs have been adequate to ensure the proper operation of dishwasher and therefore this purchase is no longer necessary.

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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 30% Notes:
Hire consultant to complete an emergency drought policy.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Hire contractor to perform comprehensive maintenance on all water system pressure reducing valves.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 100% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
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: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 33% Notes:
Install a water filling station at new Operations Center.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 10% Notes:

Remove the “pump to waste” feature on Well #6 per DOH requirements.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Hire consultant to perform arch flash study on all well houses and booster pump station.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Hire consultant to perform comprehensive leak detection program and train city staff to perform this task in the future.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 100% Notes:
Install VFD (variable frequency drive) on Well #2.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Video Skansie tank.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Install emergency backup power source (possibly solar battery backup) on the North tank site.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:
Inspect and clean the well casing and well screens at Well #2.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 06/30/25: 0% Notes:

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
M	July 28	5:30pm	City Council Meeting	See Agenda
TH	July 31	3:00pm	City Council Study Session	• Utility Extension Agreement – Trailside Apartments (Rush) • Crescent Creek Park Preferred Concept Options • Parks Code • Development Code Phase 1 • Sign Code
W	Aug. 6	5:30pm	Parks Commission	• Pickleball Etiquette Discussion • Crescent Creek Park Master Plan Update • Property Management Plan - txʷaalqəł Conservation Area Ph. 4
TH	Aug. 7	3:00pm	Civil Service Commission	
TH	Aug. 7	3:00pm	City Council Study Session	• Professional Services Contract – Amendment #4: 38th Ave Improvements • Gig Harbor North Trail Easement
TH	Aug. 7	5:30pm	Planning Commission	• Zoning Map & Development Code Amendments
M	Aug. 11	5:30pm	City Council Meeting	Consent: • Professional Services Contract – Amendment #1: Sewer On-Call • Second Reading and Adoption of Ordinance 1547 Adopting City Boundary Adjustment at 38th Ave/56th Street • Professional Services Contract – Amendment #1: Lift Station #5 Business: • Public Hearing: First Reading of Ordinance 1545 Relating to Transportation Impact Fees • Professional Services Contract – Amendment #3: Lift Station #1A • Professional Services Contract – Amendment #4: 38th Ave Improvements • Professional Services Contract – Amendment #1: Well #9 • First Reading and Adoption of Ordinance XXXX Sign Code • First Reading and Adoption of Ordinance XXXX Related to Business License Fees • Resolution XXXX Expressing Intent to Remain in the Pierce County Tourism Promotion Area Staff Report: • Annual Crime Statistics
W	Aug. 13	10:00am	Arts Commission	
TH	Aug. 14	3:00pm	City Council Study Session	• Community Diversity and Engagement Committee – Community Survey Data Presentation • Tiered Water Rate Options and Considerations

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
				• Active Transportation Plan Discussion • Wastewater Comp Plan Tech Amendment – Summer Lane (MP 12 LLC) • Landlord-Tenant Protection Updates • Fee Schedule Updates
TH	Aug. 21	5:30pm	Planning Commission	• Zoning Map & Development Code Amendments Public Hearing
M	Sept. 8	5:30pm	City Council Meeting	Consent: • Second Reading and Adoption of Ordinance 1545 Relating to Transportation Impact Fees • Resolution XXXX Amending Fee Schedule Business: • Gig Harbor North Trail Easement
TH	Sept. 11	3:00pm	City Council Study Session	• Soundview Dr Pavement Maintenance Traffic Calming Concepts
M	Sept. 22	5:30pm	City Council Meeting	
TH	Sept. 25	3:00pm	City Council Study Session	• North Creek Culvert Replacement Project – Remote Site Incubator Discussion

City of Gig Harbor Three-Year Strategic Plan 2025-2027

Adopted by Resolution 1340, July 14, 2025

Vision Statement: *The City of Gig Harbor leads the way in livability, environmental stewardship, economic vitality, and municipal services.*

Foundational	Goals	Actions – Routine/Annual	Actions - Project
Foster a healthy city organization	- Be an exceptional employer - Retain existing workforce - Attract qualified applicants - Ensure safe work environment - Prioritize staff training - Encourage and obtain employee feedback - Fill all vacancies in a timely manner	- Re-qualify for AWC Well City designation - Conduct biennial employee satisfaction survey - Promote and enhance the city's DEI program	☐ Update personnel regulations ☐ Update safety manual and accident prevention program ☒ Consider salary & benefits study recommendations ☐ Research and Implement HR Information Systems Improvements
Ensure sustainable future for public services and facilities	- Provide effective and efficient municipal services - Increase city communication effectiveness - Listen to community needs and expectations - Source funding for parks, streets, and utilities - Ensure infrastructure to support community needs - Fund only capital projects the city can afford to maintain into the future	- Update utility rates as needed - Continually improve permit and land use processes - Increase resources for capital projects to move through design and construction - Review/amend TIP to improve motorized and non-motorized transportation - Maintain excellent bond rating - Evaluate and amend city fee schedules	☐ Create a city-wide communications plan ☐ Update public works standards ☐ Explore options for B&O tax and other revenue sources ☒ Explore options for Transportation Benefit District Fund uses ☐ Source funding for Sports Complex Phases 2 & 3 ☐ Develop permit processing timeline goals and metrics
Priorities	Goals	Actions – Routine/Annual	Actions - Project
Maintain smalltown character and historic preservation while growing responsibly	- Promote responsible growth in keeping with small town character - Address infrastructure to relieve traffic issues - Ensure adequate affordable housing - Focus on character retention and historic preservation - Decrease distance to get to a park or open space	- Annually docket comprehensive plan amendments - Fund Harbor History Museum operations - Monitor state legislative activity - Support the arts commission - Support sister city program - Fund creative endeavor grants - Monitor short-term rentals - Conduct HOA fair - Support community events and programs	☒ Complete 2024 Comprehensive Plan periodic update ☐ Establish park standards ☐ Conduct Crescent Creek Park Master Plan ☐ Complete Sports Complex Phase 1 ☐ Design and construct fishermen's homeport ☐ Solicit nominations for local historic register
Promote environmental sustainability and preserve Gig Harbor's natural beauty	- Address climate change - Preserve tree canopy - Preserve and enhance natural character - Add undeveloped land to parks inventory	- Annually review climate action plan - Consider possible conservation properties and/or mitigation areas and activities - Assess gaps of electric vehicle charging stations - Promote commute trip reduction goals - Electrify city fleet	☐ Form climate action committee ☐ Adopt tree retention policies ☒ Annex parcels in city's parks system ☐ Transition city diesel fleet to R99 renewable diesel fuel ☐ Partner with Harbor WildWatch on environmental education
Promote and enhance a dynamic and robust economy	- Increase promotion of local business community - Increase vitality of the city's small businesses - Attract larger business to industrial zone - Maintain and enhance commercial fishing - Develop sewer conveyance in unserved/underserved sewer basins	- Support Downtown Waterfront Alliance - Support Chamber of Commerce - Fund tourism with lodging tax grants - Promote downtown businesses/events - Collaborate with Pierce Transit for trolley - Evaluate and amend development regulations	☐ Create a business retention and attraction plan ☐ Develop and implement small business resources ☐ Develop Cultural Access Program ☐ Support establishment of a Creative District ☐ Review off-street parking requirements for businesses
Provide a safe, healthy, and inclusive community	- Foster safe, livable and attractive community - Ensure city services are available to all residents - Implement DEI in city personnel practices - Enhance walkability and pedestrian/cyclist safety	- Provide funding for senior programming - Develop housing, health, & human services program - Support Community Diversity Engagement Committee - Ensure high standard of ADA compliance - Monitor city water system for possible treatment needs - Evaluate needs for rapid flashing beacon crossings - Continue partnerships for youth opportunities	☐ Collaborate on senior center permanent home ☒ Establish youth council ☒ Obtain police department accreditation ☐ Update emergency management plan ☐ Install Cushman Trail/Harborview Drive Connector Trail ☒ Consider installing speed cameras near parks and schools ☐ Establish an ADA parking program for public right of way ☐ Develop manganese treatment options for city water

