

# City Council Meeting

**January 11, 2021  
5:30 p.m.**



**AGENDA FOR GIG HARBOR CITY COUNCIL MEETING**  
**Monday, January 11, 2021 – 5:30 p.m.**

Due to public health concerns, this meeting will be accessible by phone by dialing (253) 215-8782 and entering the Meeting ID 985 6432 0175 or through Zoom at:

<https://zoom.us/j/98564320175>

Comments are only allowed 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 he has opened the public comment portion of the meeting.

Your name or the last four 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 speaking live, you may submit comments in writing before the meeting. Your input / questions must be provided to the City Clerk by 3:00 p.m. on Monday afternoon. All written comments must be able to be read in 3 minutes or less to be included in the record and have the title: FOR PUBLIC COMMENT included. Send comments to: [towsleem@cityofgigharbor.net](mailto:towsleem@cityofgigharbor.net). Written comments will be read during the appropriate agenda item.

**CALL TO ORDER / ROLL CALL:**

**PLEDGE OF ALLEGIANCE:**

**CHANGES TO THE AGENDA:**

**CONSENT AGENDA:**

1. Approval of Council Minutes a) December 14, 2020 and b) Special Meetings Dec. 14 and Dec. 28, 2020
2. Receive and File: a) City Council Study Session Minutes (December 16); b) Finance & Safety Committee Meeting Minutes (December 21); c) Parks Commission Meeting Minutes (November 4); d) Planning Commission Minutes (Nov. 19); e) Planning/Building Committee Meeting Minutes (Dec. 7); f) Intergovernmental Affairs Committee Minutes (Nov. 23)
3. Resolution 1195 – Astound Broadband Telecommunications Franchise Agreement Change of Control
4. Purchase Authorization – Vactor Truck
5. Approval of Payroll for the month of December: Checks #8236 through #8243 and direct deposit transactions in the total amount of \$729,649.49
6. Approval of Vouchers for December 28, 2020: Checks #94327 through 94422 and ACH payments in the amount of \$493,400.59
7. Approval of Vouchers for January 11, 2021: Checks #94423 through #94497 and ACH payments in the amount of \$830,317.31

**PRESENTATION:** City Forms of Government – Michael Wilson, Retired City Manager/City Administrator and Former Board Member of AWC and MRSC

**MAYOR'S REPORT:**

**CITY ADMINISTRATOR'S REPORT:**

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

**OLD BUSINESS:** None

**NEW BUSINESS:**

1. First Reading of Ordinance – Updates to Title 15 Building and Construction
  - a) Report: Building Official Paul Rice
  - b) Clarifying questions from Council
  - c) Public Comment
  - d) Council deliberation
2. Well No. 3 Public Works Contract Award
  - a) Report: Public Works Director Jeff Langhelm
  - b) Clarifying questions from Council
  - c) Public Comment
  - d) Council deliberation and action
3. Resolution 1196 – Quarterly Budget Objective Update Policy
  - a) Report: Councilmember Woock
  - b) Clarifying questions from Council
  - c) Public Comment
  - d) Council deliberation and action

**STAFF REPORT:** None.

**COUNCIL REPORTS / COMMENTS:**

1. Finance & Safety Committee: Dec. 21 – Councilmember Rodenberg
2. Planning & Building Committee: Jan. 4 – Councilmember Himes
3. Parks Commission: Jan. 6 – Councilmember Abersold
4. Intergovernmental Affairs Committee: Jan. 6 – Councilmember Denson
5. Standing Committees Discussion

**ANNOUNCEMENT OF OTHER MEETINGS:**

1. Public Works Committee - Tuesday, January 12 at 3:00 p.m.
2. City Council Study Session - Thursday, January 14 at 3:00 p.m.
3. Martin Luther King Jr. Day – City Offices Closed January 18
4. Board & Commission Candidate Review Committee – Tuesday, January 19 at 3:00 p.m.
5. Intergovernmental Affairs Committee – Monday, January 25 at 4:00 p.m.
6. Mayor and Council Retreat – Wed. January 27 8:30 a.m. – 4:30 p.m.

**ADJOURN**

*Americans with Disabilities (ADA) accommodations provided upon request. Those requiring special accommodations please contact the City Clerk at (253) 853-7613 at least 24 hours prior to the meeting.*

**MINUTES FOR GIG HARBOR CITY COUNCIL MEETING**  
**Monday, December 14, 2020 – 5:30 p.m.**

Due to public health concerns, this meeting was held remotely with the ability for the public to view the presenters and provide public comment during the meeting.

**CALL TO ORDER / ROLL CALL:**

Mayor Kuhn called the meeting to order and called roll. Present: Councilmembers Abersold, Denson, Franich, Himes, Markley, Rodenberg, and Woock.

Others: City Administrator Bob Larson, Community Development Director Katrina Knutson, Public Works Director Jeff Langhelm, Chief of Police Kelly Busey, Finance Director David Rodenbach, IT Director Keith Smith, Court Administrator Stacy Colberg, City Attorney Daniel Kenny, City Clerk Molly Towslee and Assistant City Clerk Joshua Stecker.

**PLEDGE OF ALLEGIANCE:**

**CHANGES TO THE AGENDA:**

Mayor Kuhn asked to move Consent Agenda No. 3 – Lobbyist Contract off so he could provide additional information for the public. Councilmember Denson asked that Consent Agenda No. 11 – Collective Bargaining Agreement with Teamsters 117 General Non-Supervisory Unit be moved to New Business for transparency concerns.

There were no objections to the proposed amendments to the Consent Agenda.

**CONSENT AGENDA:**

1. Approval of Council Minutes Nov. 23, 2020
2. Receive and File: a) Council Study Session Minutes: Nov. 9, 2020; b) Budget Study Sessions: Nov. 16 and Nov. 17, 2020; c) Planning Commission Minutes Nov. 5, 2020; d) Planning/Building Committee Minutes Nov. 2, 2020
3. ~~Lobbyist Contracts – State and Federal~~
4. Purchase Authorization – Cartegraph Systems
5. Purchase Authorization – WWTP Boom Truck Crane
6. Professional Services Contract – WWTP On-Call Engineering Services
7. Resolution 1193 – Public Works Surplus Equipment
8. Well #3 Maintenance – Contract Amendment #2/PumpTech
9. Harbor Hill Drive Landscaping Restoration Project Contract Award
10. Lift Station #6 Design – Contract Amendment #2/HDR
11. ~~Collective Bargaining Agreement with Teamsters 117 General Non-Supervisory Unit~~
12. Approval of Payroll for the month of November: Checks #8229 through #8235 and direct deposit transactions in the total amount of \$443,500.65
13. Approval of Vouchers for December 14, 2020: Checks #94191 through #94326 and ACH payments in the amount of \$1,051,304.91

MOTION: Move to adopt the Consent Agenda as amended to move items number 3 and 11 off the consent agenda for further discussion.  
Woock / Rodenberg – unanimously approved.

[CA-3 Lobbyist Contracts - State and Federal](#) Mayor Kuhn provided a brief overview of the expansion of the scope of service to include pursuing federal grant opportunities, providing grant writing services and acting as the lead in developing strategies for pursuing opportunities that focus on the city's infrastructure, economic development, environment and maritime heritage. All the extra work is at no additional cost.

MOTION: Move to authorize the Mayor to execute State and Federal contracts for lobbying services with Gordon Thomas Honeywell.  
Woock / Denson – six voted yes. Councilmember Franich voted no.

### **SWEARING IN CEREMONY:**

Chief Kelly Busey introduced Officer McKenzie Fosberg and Officer Mark Burns. He provided a brief overview of their backgrounds in law enforcement prior to joining the department. Mayor Kuhn performed the swearing in and welcomed them into service.

### **MAYOR'S REPORT:**

Recognition of Bill Coughlin, Planning Commissioner. Mayor Kuhn recognized Bill Coughlin for his nearly 10 years of service on the City's Planning Commission. He thanked him for providing leadership on the Commission through very tough land use issues and for bringing integrity and dedication to the position.

Community Development Director Katrina Knutson also shared the contributions made by Mr. Coughlin and thanked him on behalf of the Planning Commission.

[Opening of Ancich Netshed.](#) Mayor Kuhn shared that the Ancich Net Shed is now open to the public. He provided the background information from the grant application stating that the net shed was to be restored for public use by local fishermen, residents, park visitors, air artists, and families. He said the net shed and pier will be open to the public dawn until dusk.

### **CITY ADMINISTRATOR'S REPORT:**

[2020 Census](#) – City Administrator Larson deferred to Community Development Director Katrina Knutson. Ms. Knutson presented Senior Planner Carl Desimas with an award from the United States Census 2020 in recognition for being an invaluable member of the 2020 Census efforts. She thanked him for professionally representing the city.

[Public Works Projects](#) Administrator Larson shared appreciation for two projects installed by our public works crew. One is the pedestrian crossing across North Harborview Drive at Anthony's and the Holiday Tree at Skansie Park.

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

[Randy & Maret Wahab – 11321 Heather Place.](#) Mr. and Mrs. Wahab spoke about pedestrian safety concerns and asked that implementation of the rapid flashing beacon crosswalks at Olympus Way and Borgen Boulevard and Borgen Loop / Harbor Hill Drive become a priority.

[Mary Kazlusky – 4340 Borgen Boulevard.](#) Ms. Kazlusky said the Harbor Hill neighborhood has been waiting for the installation of the flashing crosswalk pole lights on Borgen Boulevard and asked for an update on the status.

[Tomas Wick – no address given.](#) Mr. Wick asked for equal consideration for citizens who live outside city limits and talked about a sidewalk hazard near a retirement community.

## **OLD BUSINESS:**

### **1. [Second Reading and Adoption of Ordinance 1449 - 2021 Budget](#)**

Finance Director David Rodenbach shared information on the changes to the budget since the first reading on the 23<sup>rd</sup> of November.

Council shared comments and asked questions of staff.

MOTION: Move to adopt Ordinance No. 1449 – 2021 Budget.  
Himes / Woock – roll call vote:

Markley – aye; Himes – aye; Franich – nay; Denson – aye; Woock – aye; Abersold – aye;  
Rodenberg – aye. Motion passed 6-1

## **NEW BUSINESS:**

### **1. [Collective Bargaining Agreement with Teamsters 117 General Non-Supervisory Unit.](#)**

Councilmember Denson explained that she asked that this be removed from the Consent Agenda for transparency and possible discussion.

[HR Director Kameil Borders](#) provided a brief description of this labor contract with this newly formed union and offered to answer questions.

No one from the public asked to speak on this agenda item. Councilmembers shared comments.

MOTION: Move to approve and authorize the Mayor to execute the contract between the City of Gig Harbor and Teamsters 117 General Non-Supervisory Unit.  
Woock / Denson – roll call vote:

Markley – aye; Himes – aye; Franich – nay; Denson – aye; Woock – aye; Abersold – aye;  
Rodenberg – aye. Motion passed 6-1

**2. [First Reading, Public Hearing and Adoption of Ordinance No. 1450 - Stormwater Manual Revision.](#)** Report: Public Works Director Jeff Langhelm explained this ordinance that revises the city's Stormwater Management and Site Development Manual relating to flow control for discharge stormwater into a fresh or saltwater body.

[Senior Planner Carl DeSimas](#) provided an overview of the support by the Planning Commission for this revision.

Director Langhelm shared a flowchart that illustrates the 10 minimum re-development requirements showing when this amendment would apply. He and Mr. DeSimas responded to Council questions. Council deliberated the consequences of the amendment.

[Mayor Kuhn opened the public hearing at 6:58 p.m.](#)

[Steve Yester, Dev. Manager Rush Construction – 6622 Wollochet Drive.](#) Mr. Yester spoke against the amendment saying there should be an exemption for the restoration or replacement of existing impervious surfaces which does not increase stormwater discharge.

[Thomas Wick – no address given.](#) Mr. Wick said he can find no language in the city's stormwater manual that gives consideration for the adequacy of downhill stormwater conveyance for development. He asked that council not adopt this ordinance until these provisions are addressed.

[There were no further public comments](#) and the hearing closed at 7:05 p.m.

Council continued to comment and ask for clarification.

[MOTION:](#) Move to approve and authorize the Mayor to sign Ordinance 1450 which shall take effect and be in full force January 1, 2021.

Woock / Denson – roll call vote:

Rodenberg – aye; Markley – aye; Abersold – aye; Franich – abstain; Denson – aye; Himes – aye; Woock – aye. Motion passed 6 – aye and 1 abstention

3. [Parks Commission Work Plan Adoption.](#) Public Works Director Jeff Langhelm presented the work plan for consideration.

[Ben Coronado – Chair, Gig Harbor Parks Commission.](#) Mr. Coronado shared concerns that the amended language restricts the commission to work only on projects listed in the adopted budget which would keep them from assessing new opportunities and ideas. In addition, items with a low priority vote from the Public Works Committee would be removed from consideration rather than being carried forward for future consideration. Another concern is the lack of clear direction on updating the PROS Plan. They appreciate the opportunities to help develop programs and ask that their skill set be used in a productive and valuable manner.

Mayor Kuhn asked Council if they would consider Mr. Coronado's comments. Director Langhelm clarified that code requires the projects be cleared through the Public Works Committee but they have the ability to ask to add projects.

Councilmembers deliberated prior to the motion.

[MOTION:](#) Move to adopt the 2021 Parks Commission Works Plan as recommended by the Public Works Committee.  
Franich / Woock –

[AMENDMENT:](#) Move to amend page 2 of 3, strike underlined language “for projects included in the adopted budget,”  
Denson / Rodenberg –

Councilmembers and staff continued to deliberate on the merits of the amendment prior to the vote.

[AMENDMENT:](#) Move to amend page 2 of 3, strike underlined language “for projects included in the adopted budget,”  
Denson / Rodenberg – roll call vote:

Rodenberg – aye; Markley – aye; Abersold – aye; Franich – (no response – he had left the meeting); Denson – aye; Himes – nay; Woock – aye. Amendment passed 5-1

AMENDMENT: Move to amend the previous amendment to restrict the use of Public Works Engineering resources to investigate items not in the 2021 Budget.  
Himes / Woock –

The Mayor asked for Director Langhelm to respond to the amendment. [Administrator Larson](#) asked the City Attorney to speak to the issue of Council authority to direct this type of activity.

*Councilmember Franich rejoined the meeting at this point.* Councilmembers continued to discuss the amendment and being sensitive to engineering staff capacity without restricting the Parks Commission prior to the vote:

AMENDMENT: Move to amend the previous amendment to restrict the use of Public Works Engineering resources to investigate items not in the 2021 Budget.  
Himes / Woock – roll call vote:

Rodenberg – nay; Markley – nay; Abersold – aye; Franich – aye; Denson – aye; Himes – aye; Woock – aye. Amendment passed 5-2

#### MAIN MOTION AS

AMENDED: Move to adopt the 2021 Parks Commission Work Plan as recommended by the Public Works Committee, and amended language on page 2 to strike underlined language “for projects included in the adopted budget,” and to restrict the use of Public Works Engineering resources to investigate items not in the 2021 Budget.  
Franich / Woock – roll call vote:

Rodenberg – aye; Markley – aye; Abersold – aye; Franich – aye; Denson – aye; Himes – aye; Woock – aye. Amendment passed 7-0

A recess was called at 8:02. [Council returned to session at 8:17 p.m.](#) Mayor Kuhn asked for clarification on the last motion. It was explained that the Parks Commission can continue to work on projects not in the 2021 Budget, but without Engineering Staff support.

#### 4. [Resolution 1194 Approving 2021 Lodging Tax Grant Expenditures.](#)

Mayor Kit Kuhn provided the background for this resolution approving the Lodging Tax Expenditures. He answered questions. No public comment received.

MOTION: Move to approve Resolution 1194 approving the 2021 Lodging Tax Expenditures.  
Himes / Markley – unanimously approved 7-0

5. [Letter in Support of Financial Aid for Small Businesses.](#) Mayor Kit Kuhn read the letter prepared for sending to Senators Murry and Cantwell and Representative Kilmer asking that they support funding for small businesses as well as aid to local governments, individuals, other assistance and vaccine support to ease the devastation wrought by the pandemic. He asked for Council's approval to send the letter with their signature. There was no public comment. Councilmember Franich voiced his concern with federal spending.

MOTION: Move to authorize the Mayor to send the letter.  
Abersold / Denson – roll call vote:

Rodenberg – aye; Markley – aye; Abersold – aye; Franich – no; Denson – aye; Himes – aye; Woock – aye. Motion passed 6-1

6. [Letter asking for Tacoma Narrows Airport to be Removed from Consideration for Commercial Expansion.](#) Mayor Kit Kuhn read a letter prepared to send to the Pierce County Executive Dammeier and County Councilmember Young asking that the Tacoma Narrows Airport be removed from consideration in PSRC's Regional Aviation Baseline Study and CACC's study to recommend a new primary commercial aviation facility. He asked for Council's approval to send the letter with their signature. There was no public comment.

**MOTION:** Move to authorize the Mayor to send the letter.  
Himes / Abersold – unanimously approved.

### **STAFF REPORT:**

1. [Community Paddlers Dock](#) – Public Works Director Jeff Langhelt provided updated information on the timeline for the project schedule. He answered questions.

### **COUNCIL REPORTS / COMMENTS:**

1. [Planning / Building Committee](#): Dec. 7 – Councilmember Himes reported that they reviewed the Pierce County 2021 Comprehensive Plan Amendment and South Sound Housing Affordability Partners participation.

2. [Parks Commission Meeting: Dec. 2](#) – Councilmember Abersold reported items that were discussed: the restoring a parks name and reaching out to the Austin Family, a presentation by Leafline Trails Coalition, and the updated Parks Work Plan.

[Mayor Kuhn reported](#) on the progress for recognition of the Austin Family which will be discussed at tomorrow's Ad Hoc Committee meeting.

[Councilmember Woock](#) thanked everyone in the community for all the wonderful holiday events this past weekend. She also proposed a quarterly progress report on city projects / budget items to address the concern of losing track.

[Councilmember Abersold](#) echoed the comments about the successful holiday weekend, adding that there is a great drone video of events on Facebook. He reported upcoming events: PenMet Parks Santa Workshop Drive thru and the Lighted Car Parade.

[Councilmember Franich](#) asked for clarification of Councilmember Woock's request for a quarterly project report. She responded that it would be a brief report on project status to keep Council up to date.

[Councilmember Rodenberg](#) said there was a CNN Special honoring people who have made a difference in which Gig Harbor's Lasagna Lady was featured. He voiced concern with the opening of Ancich Netshed without signage about wearing masks and social distancing.

[Mayor Kuhn](#) thanked Council for their hard work through the year. He shared that he hopes we can meet in person soon and then wished everyone a great holiday and a Merry Christmas. He will try to get back to meeting with Councilmembers three at a time soon.

[Councilmember Franich](#) wished everyone a Merry Christmas and Happy New Year.

**ANNOUNCEMENT OF OTHER MEETINGS:**

1. Council Study Session: Wed. Dec. 16 at 3:00 p.m.
2. Boards and Commission Candidate Review: Mon. Dec. 21 at 3:00 p.m.
3. Finance and Safety Committee: Mon. Dec. 21 at 4:00 p.m.
4. Civic Center closed for Christmas – Fri. Dec. 25
5. Council Meeting Dec. 28 – CANCELLED
6. Civic Center closed for New Years – Fri. Jan. 1
7. Council Study Session: Th. Jan. 7 at 3:00 p.m.

Mayor Kuhn said he will schedule a Council Retreat towards the end of January.

**ADJOURN**

MOTION: Move to adjourn at 9:14 p.m.  
Franich / Himes – unanimously approved

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Mayor Kit Kuhn

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Molly Towslee, City Clerk

**MINUTES FOR GIG HARBOR CITY COUNCIL SPECIAL MEETING**  
**Monday, December 14, 2020 – 3:00 p.m.**

***Due to public health concerns, this meeting was held remotely.***

**CALL TO ORDER / ROLL CALL:** Mayor Kuhn called the meeting to order and called roll. Those present: Councilmembers Abersold, Denson, Franich, Himes, Markley, Rodenberg and Woock.

Staff present: City Administrator Bob Larson, City Clerk Molly Towslee, Assistant City Clerk Josh Stecker, and Finance Director Dave Rodenbach.

**DISCUSSION ITEMS:**

1. **Auditor Entrance Conference:** Chelcie Robinson and Carol Ehlinger of the State Auditor's Office presented Council and staff with an overview of the scope and process of the audit for the 2019 fiscal year.

**ADJOURN:** There was no further discussion and the meeting adjourned at 3:25 p.m.

**MINUTES FOR GIG HARBOR CITY COUNCIL SPECIAL MEETING**  
**Monday, December 28, 2020 – 3:00 p.m.**

***Due to public health concerns, this meeting was held remotely.***

**CALL TO ORDER / ROLL CALL:** Mayor Kuhn called the meeting to order and called roll. Those present: Councilmembers Abersold, Denson, Franich, Himes, Markley, Rodenberg and Woock.

Staff present: City Administrator Bob Larson, Assistant City Clerk Josh Stecker, City Attorney James Haney, Community Development Director Katrina Knutson, and Public Works Director Jeff Langhelm.

**EXECUTIVE SESSION:** Mayor Kuhn announced the Council would enter executive session for the purpose of discussing pending litigation per RCW 42.10.110 (1)(i) for 30 minutes. Action may be taken after the session.

At 3:30 p.m. Mayor Kuhn announced that the executive session would be extended for 10 more minutes until 3:40 p.m.

At 3:40 p.m. council returned to open session.

**MOTION:** Move to approve the amendment to the settlement agreement with Harbor Hill, LLC, as discussed in executive session.  
TM/JW – unanimously approved

**ADJOURN:** There was no further discussion and the meeting adjourned at 3:38 p.m.

**MINUTES FOR GIG HARBOR CITY COUNCIL STUDY SESSION**  
**Wednesday, December 16, 2020 – 3:00 p.m.**

***Due to public health concerns, this meeting was held remotely.***

**CALL TO ORDER / ROLL CALL:** Mayor Kuhn called the meeting to order and called roll. Those present: Councilmembers Abersold, Denson, Franich, Himes, Markley, Rodenberg and Woock.

Staff present: City Administrator Bob Larson, City Clerk Molly Towslee, Assistant City Clerk Josh Stecker, City Attorneys Daniel Kenny and Sofia Mabee, Community Development Director Katrina Knutson, Court Administrator Stacy Colberg, Finance Director Dave Rodenbach, Human Resources Director Kameil Borders, Police Chief Kelly Busey, Information Services Manager Keith Smith, and Public Works Director Jeff Langhelm.

**DISCUSSION ITEMS:**

**Employee Engagement Survey Presentation** – Insightlink Communications Analyst Marilyn Mitchell gave a presentation summarizing the results of the survey. She summarized the result of the survey in comparison to desired benchmarks and industry norms. Council and the mayor discussed the process for distributing the survey reports and determined that the city's attorneys would coordinate the release of the survey comments.

**ADJOURN:** There was no further discussion and the meeting adjourned at 5:06 p.m.



## City of Gig Harbor Finance and Safety Committee Minutes

*Council Committee Abersold, Rodenberg, Woock*

**December 21, 2020 – 4:00 p.m.  
Online Meeting**

**Call to Order:** 4:00 p.m.

**Roll Call:**

Present: Council Members Abersold, Rodenberg, and Woock, City Administrator Bob Larson, Human Resources Director Kameil Borders, and Assistant City Clerk Josh Stecker.

**New Business:**

1. **Employee Accident Report** - Kameil Borders reviewed the list of OSHA reportable accidents with the committee.
2. **Employee Safety Committee** – Kameil Borders presented the committee with the list of staff representatives on the committee.

Councilmember Rodenberg inquired on the City's response to COVID-19. Bob Larson reported that telework had been extended for many employees until April 1.

**Adjourn:** 4:34 p.m.

**MINUTES**  
**GIG HARBOR PARKS COMMISSION**  
Wednesday, November 4, 2020 – 5:30 p.m.  
Virtual Meeting

**CALL TO ORDER / ROLL CALL**

Present (via teleconference): Parks Commission Members: Chair Ben Coronado, Vice Chair Mary Barber, Louise Tieman, Sara McDaniel, Nicole Hicks, Ben Lieurance, Roger Henderson

Staff Present: Public Works Director Jeff Langhelm, Public Works Assistant Terri Garrison

**APPROVAL OF MINUTES**

Approval of September 23, 2020 Parks Commission Meeting Minutes

Approval of October 7, 2020 Parks Commission/City Council Joint Work Session Minutes

**MOTION:** Move to approve the September 23, 2020 Parks Commission Minutes and the October 7, 2020 Parks Commission/City Council Joint Work Session Minutes

Barber / Lieurance – motion passed unanimously

**NEW MEMBER INTRODUCTION** – The Parks Commission welcomed Roger Henderson to the group.

**PARKS UPDATE REPORT** – Public Works Director Jeff Langhelm provided an update on the status of current park projects/proposals. Commission members asked questions regarding the bench donations at the Sports Complex and at Austin Estuary Park. Commission member Hicks expressed some concerns for safety and law enforcement regulations at the Skate Park. Public Works Director Langhelm will forward concerns to Chief Busey.

**OLD BUSINESS**

1. None

**NEW BUSINESS**

1. Veterans Memorial Park – Review existing Master Plan. The 2008 approved master plan for the park was reviewed and discussed.
2. Capital Project Review:
  1. Burnham Drive Half-Width Frontage Improvements – The reduced scope alternatives were reviewed. The Commission discussed concerns with having continued similar sidewalk improvements along Burnham Drive.

**MOTION:** Move to recommend Alternative #2 in creating the sidewalk along this section of Burnham.

McDaniel/Lieurance – Motion passed 6-1

2. Community Paddlers' Dock - The 60% plans were reviewed and discussed. The preliminary schedule was shared, which after submitting and receiving permit approvals is anticipated have final design ready in Spring 2021, project out to bid in May/June 2021, with construction in fall of 2021.

## **COMMITTEE REPORTS**

### **Restoring the Name of a GH Park to original Native American Name.**

Commissioner Tieman gave an update to the Commission. The Committee, along with Council members, met with members of the tribe. From a tribal history standpoint, they know that there was an original tribal loghouse located where the Gig Harbor History Museum is now, a women's chore area was located in the vicinity of Crescent Creek Park and a separate group was located where grange at Wollochet sits. Renaming Donkey Creek Park could be problematic because of logging and fishing history. Austin Estuary Park has already been renamed. A formal presentation to provide more history and present some options will be brought to the Parks Commission in December.

## **PUBLIC COMMENT**

None

## **ADJOURN**

**MOTION:** Move to adjourn at 7:37 p.m.

Lieurance / Barber - Motion passed unanimously



**Approved Minutes Planning Commission  
Gig Harbor Civic Center  
Thursday, November 19, 2020  
5:30 P.M.**

**5:30 p.m. - Call to order, roll call** Robert Soltess, John Krawczyk, Shannon Grina, Tom Brown, Amanda Bennett, Greg Hoeksema  
Staff Carl de Simas Senior Planner, Michelle Thomas Planning Technician, Trent Ward City Engineer, Brienn Ellis Engineering Technician, Katrina Knutson Community Development Director, Josh Stecker Assistant City Clerk/Open Government Administrator

**Approval of Minutes: November 5<sup>th</sup>, 2020** Motion to approve Soltess/Krawczyk all in favor approved as written

**Agenda Items**

**I. 2016 Stormwater Management & Site Development Manual Revision Public Hearing**

**a. Staff Report – Brienn Ellis**

- i. 2016 Stormwater Management & Site Development Manual Volume I Section 2.4.7
- ii. GHMC 14.20 Stormwater Management
- iii. Gig Harbor Stormwater Comprehensive Plan 2018 Update
- iv. Ordinance XXXX Draft Stormwater Manual Update
- v. Planning Commission Memo 11.05.2020
- vi. SEPA Checklist 10.23.2020

**b. Public Comment**

- i. 2020.11.17 Yester Comments written comment submitted during comment period provided to Commission for review prior to meeting
- ii. Steve Yester Rush Corporation
- iii. Brett Allen Contour Engineering
- iv. Thomas Wick

**c. Close of Public Hearing** Response to comments and questions - Trent Ward/ Brienn Ellis

- i. Soltess questions on Yester comment letter
- ii. Krawczyk questions on Yester comment letter regarding Peninsula Shopping Center
- iii. Grina upcoming projects related to this
- iv. Hoeksema

- v. Bennett will this change effect any City projects
- vi. Soltess tonight's comments
- vii. Commission recommendation and reasoning-Hoeksema/ Soltess/ Bennett/ Grina/ Brown/Krawczyk
- viii. [Motion](#) Krawczyk/Bennett forward to City Council as written with positive recommendation motion passes 5 to 1

#### **Other Business**

- I. Upcoming Meeting December 3<sup>rd</sup>, 2020 go over proposed budget especially long-range planning and put together schedule for future meetings.
- II. Commission Coughlin Resignation and replacement

#### **Adjournment**

Motion Krawczyk/Soltess all in favor adjourned 6:40 PM



*"THE MARITIME CITY"*

COMMUNITY DEVELOPMENT  
PLANNING DIVISION

**MINUTES**  
**Planning & Building Committee**

**Monday, December 7<sup>th</sup>, 2020**  
**3:00 P.M. – 4:30 P.M.**

**3:00 p.m. - Call to order, roll call** Councilmember Franich,  
Councilmember Markley, Mayor Kuhn, Councilmember Himes  
Staff Katrina Knutson, Community Development Director; Carl de Simas,  
Senior Planner; Paul Rice, Building Officer/Fire Marshal; and Michelle  
Thomas Planning, Technician

**Approval of Minutes** November 7<sup>th</sup>, 2020 Motion Franich/Markley  
Approved as written



**Agenda Items:**

**I. Pierce County 2021 Comprehensive Plan Amendments**



(in Unincorporated Gig Harbor Area) (update and Committee discussion)  
Introduction Director Knutson, Presentation Jessica Nappi, Senior Planner  
Pierce County Long Range Planning & Public Works – 3 individual  
applications

1<sup>st</sup> Application by Peninsula Metropolitan Parks: 5 parcels, 3 parcels  
totaling 17.01-acres zoned R10 0221282036, 0221282009 and 0221282044  
at 2416 14<sup>th</sup> Ave NW for Community Recreation Center. 74.9-acre parcel  
zoned R5 0122363026 at Bujacich Rd NW for Rotary Dog Park. .36-acre  
parcel zoned R10 6535000020 at Olympic View Dr NW all parcels to be  
rezoned to Park and Recreation.

2<sup>nd</sup> Application Paije Properties, LLC: 2 parcels totaling .88 acres  
7055000100 & 7055000110 located in the Purdy area Gig Harbor UGA  
zoned Employment Center to be rezoned to Mixed Use Districts.

3<sup>rd</sup> Application by Pierce County to update the Community Plan  
coordinating land use and infrastructure planning in the UGA at Purdy  
with the City of Gig Harbor, and amendments suggested by the Land Use

Advisory Commission including and not limited to tree preservation policies

- II. [Housing Affordability SSHAP Update](#) (Council Discussion)-Mayor Kit Kuhn
- III. [Update on active projects](#) (update only) Director Knutson - GIS mapping going out to the public with links to SMARTGov- Overview and how we anticipate usage
- IV. [Committee Discussion](#) - January meeting to prioritize projects within the budget. Tree Removal at McCormick Creek and replanting. Residential and Employments zones density and definitions. Airport status and City's position.

**Other Business** Next Meeting Monday, January 4<sup>th</sup>, 2021

**Adjournment** Motion Himes/Markley All in favor meeting Adjourned at 5:12

**MINUTES**  
**Intergovernmental Affairs Committee**  
**November 23, 2020 – 4:00 p.m.**

**Call to Order:** Chair Robyn Denson called the meeting to order. Committee members Le Rodenberg and Tracie Markley were present at roll call along with Mayor Kuhn; City Staff: City Administrator Bob Larson, Public Works Director Jeff Langhelm, and Assistant City Clerk Joshua Stecker; Gordon Thomas Honeywell Lobbyists: Josh Weiss, Annika Vaughn and Dale Learn.

**Approval of Minutes:** The committee unanimously approved the minutes of September 28 and October 12, 2020

**Discussion Items:**

1. **Review of 2021 Legislative Agenda with 26<sup>th</sup> District Legislators** – The committee presented the city's 2021 Legislative Agenda to Senator Emily Randall and Representative Jesse Young. The legislators discussed potential funding options for transportation projects. They also discussed issues related to increasing the toll at the Tacoma Narrows Bridge and reforming the multi-family tax exemption for affordable housing.
2. **Discussion of Federal Funding Opportunities** – Dale Learn updated the committee on potential opportunities at the federal level. He will be working with the mayor and staff to prepare a proposal to develop these.

**Adjourn:** The meeting adjourned at 4:58 p.m.



## Business of the City Council City of Gig Harbor, WA

**Subject:** Resolution 1195 Approving the Change of Indirect Control of Astound Broadband, LLC, a Franchisee of the City

**Proposed Council Action:** Move to approve Resolution 1195.

**Dept. Origin:** Public Works

**Prepared by:** Jeff Langhelm

**For Agenda of:** January 11, 2021

**Exhibits:** Resolution 1195

Initial &  
Date

**Concurred by Mayor:**

**Approved by City Administrator:**

**Approved as to form by City Atty:**

**Approved by Finance Director:**

**Approved by Public Works Director:**

*12/04/2020*  
Email 12/23  
N/A  
Email 12/23

|                             |     |                        |     |                               |        |
|-----------------------------|-----|------------------------|-----|-------------------------------|--------|
| <b>Expenditure Required</b> | \$0 | <b>Amount Budgeted</b> | \$0 | <b>Appropriation Required</b> | \$0.00 |
|-----------------------------|-----|------------------------|-----|-------------------------------|--------|

### INFORMATION/BACKGROUND

Astound Broadband, LLC, (d/b/a Wave) owns, operates and maintains a telecommunications system in accordance with a telecommunications franchise granted by the City.

Stonepeak Infrastructure Partners is purchasing 100% of the membership interests of Radiate Holdings, L.P. (which owns 100% of the indirect ownership interests in Astound Broadband) and, as a result, the indirect control of Franchisee will change. Section 29.2 of the franchise agreement allows for this Change of Control with approval from the City Council.

This Change of Control does not change any of the terms contained within the Franchise. Astound Broadband must continue to comply with all such terms of the Franchise.

### FISCAL CONSIDERATION

None.

### BOARD OR COMMITTEE RECOMMENDATION

None.

### RECOMMENDATION/MOTION

Move to approve Resolution 1195.

## RESOLUTION NO. 1195

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, APPROVING THE CHANGE OF INDIRECT CONTROL OF ASTOUND BROADBAND, LLC, A FRANCHISEE OF THE CITY.

---

**WHEREAS**, Astound Broadband, LLC, d/b/a Wave ("Franchisee") owns, operates and maintains a telecommunications system (the "System") in the City of Gig Harbor pursuant to a telecommunications franchise ("Franchise") granted by the City of Gig Harbor (the "Franchise Authority"), and Franchisee is the current duly authorized holder of the Franchise; and

**WHEREAS**, pursuant to an Agreement and Plan of Merger ("Agreement"), funds associated with Stonepeak Infrastructure Partners ("Acquiror"), a Delaware limited liability company, will purchase 100% of the membership interests of Radiate Holdings, L.P., a Delaware limited partnership, (which owns 100% of the indirect ownership interests in Franchisee), and, as a result, the indirect control of Franchisee will change (the "Change of Control"); and

**WHEREAS**, Franchisee and Acquirer have requested the consent of the City of Gig Harbor to the Change of Control in accordance with the requirements of the Franchise Section 29.2, and have provided the Franchise Authority with all information necessary to facilitate a decision by the Franchise Authority (the "Application"); and

**WHEREAS**, the Franchise Authority has reviewed the Application, examined the legal, financial and technical qualifications of Acquirer, followed all required procedures in order to consider and act upon the Application, and finds Acquirer to be suitable to indirectly control Franchisee.

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

**Section 1.** The City Council hereby consents to the Change of Control, all in accordance with the terms of the Franchise and applicable law.

**Section 2.** The Franchise Authority confirms that the Franchise is valid and outstanding and in full force and effect and there are no defaults under the Franchise. Subject to compliance with the terms of this Resolution, any action necessary with respect to the Change of Control has been duly and validly taken.

**Section 3.** This Change of Control does not change any of the terms contained within the Franchise. Franchisee must continue to comply with all such terms of the Franchise.

**Section 4.** This Resolution shall become effective upon adoption.

**Section 5.** This Resolution shall have the force of a continuing agreement with Franchisee and Acquirer, and Franchise Authority shall not amend or otherwise alter this Resolution without the consent of Franchisee and Acquirer.

**PASSED** by the City Council this 11th day of January, 2021.

\_\_\_\_\_  
Kit Kuhn, Mayor

AUTHENTICATED:

\_\_\_\_\_  
Molly Towslee, City Clerk

APPROVED AS TO FORM:

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



## Business of the City Council City of Gig Harbor, WA

**Subject:** Purchase Authorization - Vactor Truck

**Proposed Council Action:** Approve and authorize the Mayor to execute the purchase of a vactor truck, from SWS Equipment, Inc, for their price quotation of \$397,935.62.

**Dept. Origin:** Public Works

**Prepared by:** Ken Andrews  
Public Works Superintendent

**For Agenda of:** January 11, 2021

**Exhibits:** Purchase Agreement

Initial &  
Date

**Concurred by Mayor:**

**Approved by City Administrator:** *PA 01/04/2021*

**Approved as to form by City Atty:** *VIA EMAIL: 12/30/20*

**Approved by Finance Director:** *DR 1/4/21*

**Approved by Department Head:** *2021 1/4/21*

|                             |              |                        |              |                               |      |
|-----------------------------|--------------|------------------------|--------------|-------------------------------|------|
| <b>Expenditure Required</b> | \$397,935.62 | <b>Amount Budgeted</b> | \$725,000.00 | <b>Appropriation Required</b> | \$ 0 |
|-----------------------------|--------------|------------------------|--------------|-------------------------------|------|

### INFORMATION/BACKGROUND

The City of Gig Harbor identified the need to purchase a new vactor truck in the 2021 Budget. The existing vactor truck was purchased in 2008 and is past its serviceable life. The existing truck's maintenance issues required the City secure a rental to continue operations. The City concluded the rental truck met the operational needs of the Operations and Wastewater divisions. Public Works negotiated with SWS Equipment, Inc., to convert 85% of the past five months rental fee as a down payment on a new vactor truck. The existing vactor truck, will further reduce the balance for the new vactor truck by being used as a trade-in on the purchase of the new vactor truck.

Funding for this truck was partially allocated as part of the 2020 budget. Streets Operating funding will be supported by the Equipment Reserve Fund (No. 112).

This purchase is made in accordance with Res. 1066 through an interlocal purchasing agreement with Sourcewell (formerly NJPA) contract no. 011620-NCL. Below is a summary of the costs, discounts, and credits.

|                                             |                     |
|---------------------------------------------|---------------------|
| Purchase Price (including applicable taxes) | \$531,190.98        |
| Sourcewell Discount                         | ( \$ 13,818.36)     |
| Trade In value of existing                  | ( \$ 58,000.00)     |
| Rental Fee Credit (including sales tax)     | ( \$ 55,437.00)     |
| Rental Security Deposit Refund              | ( \$ 6,000.00)      |
| <b>Balance due for purchase</b>             | <b>\$397,935.62</b> |

**FISCAL CONSIDERATION**

The Vactor Truck purchase is included in the City's 2021 Budget at an amount not to exceed \$725,000. This expenditure is divided between the Streets, Water, Wastewater and Stormwater Operating Capital and Equipment budgets.

**BOARD OR COMMITTEE RECOMMENDATION**

N/A

**RECOMMENDATION/MOTION**

Approve and authorize the Mayor to execute the purchase of a vactor truck, from SWS Equipment, Inc. for their price quotation of \$397,935.62.



## SWS Equipment, Inc.

P.O. Box 13040  
Spokane Valley, WA 99213-3040  
800 1-800-892-7831

## QUOTE

Quote #: JCILQ5250  
Date: 12/30/20  
Sales Rep: James Long  
Customer No:

### Quote To:

City Of Gig Harbor  
Darrell Winans  
4216 Harborview DR  
Gig Harbor WA 98332  
(253) 851-8999 Fax:

### Ship To:

City Of Gig Harbor  
Darrell Winans  
4216 Harborview DR  
Gig Harbor WA 98332  
(253) 851-8999

FOB: Destination  
Ship Via: Best way  
Est. Ship Date: In stock as Scheduled  
Terms: See Below

### We are pleased to propose the following for your consideration

| Qty | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Unit Price   | Ext. Price   |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------------|
| 1   | Purchase Agreement City of Gig Harbor<br>Public Works & Wastewater Treatment Plant                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |              |              |
| 1   | SourceWell Purchase<br>In Stock Demo Truck with Existing truck Trade In<br>City of Gig Harbor Membership number 125764<br>Sewer Equipment SourceWell Contract number 122017-SCA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |              |              |
| 1   | Purchase Agreement City of Gig Harbor<br>Public Works & Wastewater Treatment Plant<br>Includes:<br><br>12yd 900 Eco Mounted Combination Sewer Cleaner<br>Standard Options:<br>Vacuum System: 4400 CFM Blower, 8" Vacuum Hose system, 18"<br>Hg vacuum rating, Dual Cyclone Separator, Dual Element 10 Micron<br>Final Filter, Remote Vacuum Relief, Variable Volume Delivery,<br>Analog Vacuum Display, (6) Tube / Tube Rack.<br><br>Boom: Hydraulic Powered Boom, 180° Working Radius, 10' Boom<br>Cylinder, Boom Joystick Control.<br><br>Debris Tank: 12 Cubic Yard Capacity, Exten Steel Construction,<br>Debris Level Indicator, Hydraulic Dump, 50° Dump Angle (LIFT<br>CLYINDER), Dual Ported Rear Door w/ Knife Valve, Dump Height<br>60", Hydraulic Open/Close/Lock Door, Telescoping Boom System.<br><br>Water System: 1300 Gallon Capacity Water Tank, Giant plunger<br>style triplex 65 gpm @ 2000 psi w/ 30 min run dry, Black<br>Duraprolene Water Tank Construction w/ 10 Year Warranty, Cold<br>Weather Recirculation System, 2.5" Hydrant Fill system, Air Purge<br>Valve, Variable Volume Delivery, Low Water Warning Light, Analog<br>Pressure Display, Front and Mid Ship Hand Gun Ports.<br><br>Electrical: NEMA 4 Control Panel, Hour Meter (Blower & Water<br>Pump), Military Spec. Sealed Switches<br><br>Truck: Mounting to Approved Chassis,<br>(1) Alum Toolbox 24"x42"x100" - Behind Cab, (2) Alum Toolbox<br>18"x18"x30" - Passenger, (2) Alum Toolbox 18"x18"x24" - | \$488,671.92 | \$488,671.92 |

| Qty | Description                                                                                                                                                                                                                                                                                                                                                                                                                                      | Unit Price | Ext. Price |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------------|
|     | (1) Alum Long Handle Storage, LED D.O.T. Approved Lighting, Tow Hooks (2)                                                                                                                                                                                                                                                                                                                                                                        |            |            |
|     | Hose Reel & Hose: Front Mounted Telescoping & Rotating, 800' X 1" Hose Capacity, 10' Leader Hose, Single Side Controls                                                                                                                                                                                                                                                                                                                           |            |            |
|     | Accessories: (3) 8" x 6' Extension Tube, (1) 8" X 4' Extension Tube, (1) 8" x 6' Crowned Suction Nozzle, (1) 6" x 10' Flat Discharge Hose, (6) Quick Clamps, BB Hose Guide, Tri-Star (chisel point) nozzle, DD (high flow) nozzle, Finned Nozzle extension, Nozzle Rack (Mounted midship toolbox), 25' Fill Hose, Upstream Pulley Guide, Washdown gun w/ 50' ext. hose, Cleaner- Tip, Torch, Small, (1) Hydrant Wrench, (1) Paper Owner's Manual |            |            |
|     | Chassis Freightliner 114SD 9 litter engine, 3000 series RDS Allison Automatic Transmission, Tandem rear axel with drop axel, air conditioning                                                                                                                                                                                                                                                                                                    |            |            |
|     | Automatic Level Wind with Hydraulic up/down action                                                                                                                                                                                                                                                                                                                                                                                               |            |            |
|     | Footage Meter (mounted on Jet hose reel)                                                                                                                                                                                                                                                                                                                                                                                                         |            |            |
|     | 600 feet Sewer Hose (3/4" I.D., 3000 P.S.I. Operating Pressure)                                                                                                                                                                                                                                                                                                                                                                                  |            |            |
|     | Triplex Plunger Style Water Pump Rated At 55 Gpm @ 3000 Psi (Includes Drain Valves                                                                                                                                                                                                                                                                                                                                                               |            |            |
|     | Additional 200 gallon Duraprolene Water Tank w/ 10 year warranty - (between rails)<br>Note #1: Subject to chassis load capacity specifications. (Works with 12yd & 15yd)                                                                                                                                                                                                                                                                         |            |            |
|     | Water Tank Low Level Audible Alarm (level set point is fixed at 150 gallons)                                                                                                                                                                                                                                                                                                                                                                     |            |            |
|     | Six (6) 28" DOT Safety Cones and holder                                                                                                                                                                                                                                                                                                                                                                                                          |            |            |
|     | Central Lubrication System                                                                                                                                                                                                                                                                                                                                                                                                                       |            |            |
|     | Fill hose storage rack<br>Standard Hydroexcavation Cleaning Kit 20 gpm @ 2000psi (8"x6' digging tube, 8gpm rotary digging wand, 10 gpm linear nozzle (shipped loose), (2) 5' extension wands and automatic reel w/ 75' of 3/8" hose)                                                                                                                                                                                                             |            |            |
|     | Central Washdown System (includes 50' of 1/2" hose on a spring retracting hose reel mounted mid-ship)                                                                                                                                                                                                                                                                                                                                            |            |            |
|     | 2nd Washdown reel installed on front bumper                                                                                                                                                                                                                                                                                                                                                                                                      |            |            |
|     | Debris Body Wash Out System (includes dual nozzles in debris box)                                                                                                                                                                                                                                                                                                                                                                                |            |            |
|     | Debris Body Pump Off System (4" Hydraulic Driven Pump Rated @ 800 Gpm Located On Rear Door Of Debris Box, Includes Swing Out Decant Screen) (Torque PTO Bolts & Studs @ 50ft-lbs)                                                                                                                                                                                                                                                                |            |            |
|     | Debris Liquid Level Audible Alarm (level set point is adjustable)<br>Note: tied to vacuum relief and opens vacuum relief valve                                                                                                                                                                                                                                                                                                                   |            |            |

| Qty | Description                                                                                                                                                                                                                                                   | Unit Price | Ext. Price |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------------|
|     | Debris Body Vibrator System (12V Electric With Switch Near Dump Control Area)                                                                                                                                                                                 |            |            |
|     | Wireless Remote control pendant (controls include hose reel payout/retrieve, water pump on/off, vacuum relief on/off, boom up/down, boom left/right, boom extend/retract and module kill switch)                                                              |            |            |
|     | Enhanced Visibility camera system (includes front and rear mounted camera heads with split screen monitor in cab)                                                                                                                                             |            |            |
|     | ED Curbside Body mounted work light                                                                                                                                                                                                                           |            |            |
|     | LED Arrow Stick (Factory Standard)                                                                                                                                                                                                                            |            |            |
|     | LED Manhole Area Work Light                                                                                                                                                                                                                                   |            |            |
|     | LED Boom Mounted Work lights (2) (complete with limb guard)                                                                                                                                                                                                   |            |            |
|     | LED Rear Mounted work lights (2) Located above rear door                                                                                                                                                                                                      |            |            |
|     | 4) LED Flush Mounted Strobes: Located on Front Boom Support (Factory Standard)                                                                                                                                                                                |            |            |
|     | Air Purge Winterization System (supplied by chassis air system)                                                                                                                                                                                               |            |            |
|     | Air weigh scale system                                                                                                                                                                                                                                        |            |            |
|     | Pro-Vac style tubes                                                                                                                                                                                                                                           |            |            |
|     | Sewer University mechanics style training at Sewer Equipment University in Dixon IL. Includes Air Fair, lodging, meals and local transportation in Illinois                                                                                                   |            |            |
|     | Enz Bulldog 400.060A cleaning nozzle                                                                                                                                                                                                                          |            |            |
|     | Enz Bulldog Anti Blast 600.080                                                                                                                                                                                                                                |            |            |
|     | Enz Bulldozer 50.075G                                                                                                                                                                                                                                         |            |            |
|     | Enz RotoDrill 36.075                                                                                                                                                                                                                                          |            |            |
|     | Enz Grenade-bomb 40.100B nozzle for removal of stone, gravel and soft deposits                                                                                                                                                                                |            |            |
|     | Enz Standard Nozzle 30.07<br>This is the nozzle Darrel needs to climb hills to open blockages on the steep hills                                                                                                                                              |            |            |
|     | Enz Chain Scraper 10.125 TR 6-12 set<br>Rotating chain scraper for pipe sizes 6, 8, 10 and 12" pipe with rope and bicycle chain<br>for complete root removal, removal of incrustations, hardened grease, and mineral deposits<br>not recommended in clay pipe |            |            |
|     | Enz RGS Lift Station Nozzle                                                                                                                                                                                                                                   |            |            |
|     | HydraFlex Machete isolating Nozzle                                                                                                                                                                                                                            |            |            |

| Qty | Description                                                                                                                                                                                      | Unit Price   | Ext. Price   |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------------|
|     | Clear Coat Paint                                                                                                                                                                                 |              |              |
|     | Tag Axel Set up                                                                                                                                                                                  |              |              |
|     | Freightliner parts to add Power Windows, Power Locks and remote Power Mirrors                                                                                                                    |              |              |
|     | Freightliner Labor to add power windows, power locks and power mirrors                                                                                                                           |              |              |
|     | Please be aware Freightliner recommends we have this work done at Freightliner as these switches are run off the chassis cam bus and will require programming.                                   |              |              |
|     | Spare Parts for Sewer Equipment 900 ECO                                                                                                                                                          |              |              |
|     | Sewer Equipment hydraulic filter for modual                                                                                                                                                      |              |              |
|     | Tube Suction STL 8" X 70 Deg HD                                                                                                                                                                  |              |              |
|     | two Filter Elements 10 micron 10" ID X 18" OD X 20" high final filters for blower                                                                                                                |              |              |
|     | Spair Remote control                                                                                                                                                                             |              |              |
|     | Hard ox boom elbo (two)                                                                                                                                                                          |              |              |
|     | Freight                                                                                                                                                                                          |              |              |
|     | Pre Delivery Inspection                                                                                                                                                                          |              |              |
|     | Local delivery and training                                                                                                                                                                      |              |              |
| 1   |                                                                                                                                                                                                  |              |              |
| 1   | SourceWell discount 3% on Sewer Equipment Body and options only                                                                                                                                  | -\$13,818.36 | -\$13,818.36 |
| 1   | Trade-In 09 International 7600 SFA VIN 1HTWXAHT19J078341 15075 mile 3067 engine hours                                                                                                            | -\$58,000.00 | -\$58,000.00 |
|     | Vactor 2110 J 6                                                                                                                                                                                  |              |              |
|     | Serial 08-09v-11390                                                                                                                                                                              |              |              |
|     | 499.9 hours on body                                                                                                                                                                              |              |              |
| 1   |                                                                                                                                                                                                  |              |              |
| 1   |                                                                                                                                                                                                  |              |              |
| 1   | Retail Sales/Use tax comes to 9.9% **Tacoma Nearest Warehouse since selling body and chassis<br>Please note this sales tax is evaluated quarterly at the state and local levels and could change | \$41,268.50  | \$41,268.50  |
|     | Retail sales and use tax is figured on the sale price of the equipment that includes the costs of the jet vac truck minus SourceWell discount and minus trade value of your current Vac Truck    |              |              |
|     | \$488,671.92 - \$13,818.36 (SourceWell Discount)- \$58,000 ( Trade                                                                                                                               |              |              |

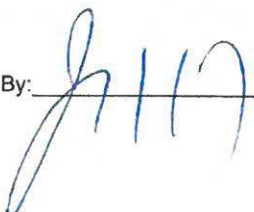
| Qty | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Unit Price   | Ext. Price   |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------------|
|     | IN Value)= \$416,853.56 * 9.9% = \$41,268.50                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |              |
| 1   | The WA State Vehicle Sales and Use Tax .3%<br>Please note this sales tax is evaluated quarterly at the state and local levels and could change                                                                                                                                                                                                                                                                                                                                                                        | \$1,250.56   | \$1,250.56   |
|     | Washington State Vehicle sales and use tax is figured on the sale price of the equipment that includes the costs of the jet vac truck minus SourceWell discount and minus trade value of your current Vac Truck                                                                                                                                                                                                                                                                                                       |              |              |
|     | \$488,671.92 - \$13,818.36 (SourceWell Discount)- \$58,000 ( Trade IN Value)= \$416,853.56 * .3% = \$1,250.56                                                                                                                                                                                                                                                                                                                                                                                                         |              |              |
| 1   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |              |              |
| 1   | 85% of rental credit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | -\$51,000.00 | -\$51,000.00 |
| 1   | Rental sales tax credit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | -\$4,437.00  | -\$4,437.00  |
| 1   | Rental deposit credit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | -\$6,000.00  | -\$6,000.00  |
| 1   | Terms: Net is due upon delivery                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |              |              |
|     | Rent above equipment for \$12,000.00 per month to month term<br>If purchase is consummated with in 180 days of delivery 85% of rental payments will apply towards purchase<br>If purchase is consummated 180 days to 1 year of delivery 80% of rental payments will apply towards purchase<br>If purchase is consummated 1 year to 2 years of delivery 70% of rental payments will apply towards purchase<br>If purchase is consummated after 2 years of delivery 50% of rental payments will apply towards purchase. |              |              |
|     | 1st months rent, transportation costs, licensing fees and \$6,000 refundable security deposit in electronic funds is required before truck can leave SWS Equipment.                                                                                                                                                                                                                                                                                                                                                   |              |              |
|     | Purchase Agreement City of Gig Harbor<br>Public Works & Wastewater Treatment Plant<br>Pay off 1-28-2021                                                                                                                                                                                                                                                                                                                                                                                                               |              |              |
|     | \$488,671.92 Sale Price                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |              |              |
|     | ( 58,000.00) Trade INN                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |              |              |
|     | ( 13,818.36) Sourcewell Discount                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |              |              |
|     | <u>\$416,853.56</u> Subtotal                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |              |
|     | 1,250.56 WA State vehicle and Use Tax .3%                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |              |              |
|     | <u>41,268.50</u> WA State Sales tax 9.9%                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |              |              |
|     | <u>\$459,372.62</u> Amount Due                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |              |              |
|     | 51,000.00 85% of rental                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |              |              |
|     | <u>4,437.00</u> Sales Tax Rental rate 8.7%                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |              |              |
|     | ( \$ 55,437.00)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |              |              |
|     | <u>\$ 403,935.62</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |              |              |
|     | ( \$ 6,000.00) Less rental deposit to be applied to truck                                                                                                                                                                                                                                                                                                                                                                                                                                                             |              |              |
|     | <u>\$ 397,935.62</u> Total owning on truck including all credits and deductions.                                                                                                                                                                                                                                                                                                                                                                                                                                      |              |              |
|     | Please Note:<br>this amount is based on final rental being paid on or about Jan 11,2021 and sales tax rates not changing.                                                                                                                                                                                                                                                                                                                                                                                             |              |              |

| Qty | Description | Unit Price | Ext. Price |
|-----|-------------|------------|------------|
| 1   |             |            |            |
| 1   |             |            |            |
| 1   |             |            |            |
| 1   |             |            |            |

**Order Total                    \$397,935.62**

Please contact me if I can be of further assistance.

PRICES SUBJECT TO CHANGE DUE TO CHANGING STEEL PRICES - THANK YOU!

By:  \_\_\_\_\_ Accepted \_\_\_\_\_ Date \_\_\_\_\_

QUOTE VALID FOR 30 DAYS

**PAYMENT DUE UPON COMPLETION OF WORK OR AS SPECIFIED ABOVE**



## SWS Equipment, Inc.

P.O. Box 13040  
Spokane Valley, WA 99213-3040  
800 1-800-892-7831

## QUOTE

Quote #: JCILQ5250  
Date: 12/30/20  
Sales Rep: James Long  
Customer No:  
FOB: Destination  
Ship Via: Best way  
Est. Ship Date: In stock as Scheduled  
Terms: See Below

### Quote To:

City Of Gig Harbor  
Darrell Winans  
4216 Harborview DR  
Gig Harbor WA 98332  
(253) 851-8999 Fax:

### Ship To:

City Of Gig Harbor  
Darrell Winans  
4216 Harborview DR  
Gig Harbor WA 98332  
(253) 851-8999

### We are pleased to propose the following for your consideration

| Qty | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Unit Price   | Ext. Price   |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------------|
| 1   | Purchase Agreement City of Gig Harbor<br>Public Works & Wastewater Treatment Plant                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |              |              |
| 1   | SourceWell Purchase<br>In Stock Demo Truck with Existing truck Trade In<br>City of Gig Harbor Membership number 125764<br>Sewer Equipment SourceWell Contract number 122017-SCA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |              |              |
| 1   | Purchase Agreement City of Gig Harbor<br>Public Works & Wastewater Treatment Plant<br>Includes:<br><br>12yd 900 Eco Mounted Combination Sewer Cleaner<br>Standard Options:<br>Vacuum System: 4400 CFM Blower, 8" Vacuum Hose system, 18"<br>Hg vacuum rating, Dual Cyclone Separator, Dual Element 10 Micron<br>Final Filter, Remote Vacuum Relief, Variable Volume Delivery,<br>Analog Vacuum Display, (6) Tube / Tube Rack.<br><br>Boom: Hydraulic Powered Boom, 180° Working Radius, 10' Boom<br>Cylinder, Boom Joystick Control.<br><br>Debris Tank: 12 Cubic Yard Capacity, Exten Steel Construction,<br>Debris Level Indicator, Hydraulic Dump, 50° Dump Angle (LIFT<br>CLYINDER), Dual Ported Rear Door w/ Knife Valve, Dump Height<br>60", Hydraulic Open/Close/Lock Door, Telescoping Boom System.<br><br>Water System: 1300 Gallon Capacity Water Tank, Giant plunger<br>style triplex 65 gpm @ 2000 psi w/ 30 min run dry, Black<br>Duraprolene Water Tank Construction w/ 10 Year Warranty, Cold<br>Weather Recirculation System, 2.5" Hydrant Fill system, Air Purge<br>Valve, Variable Volume Delivery, Low Water Warning Light, Analog<br>Pressure Display, Front and Mid Ship Hand Gun Ports.<br><br>Electrical: NEMA 4 Control Panel, Hour Meter (Blower & Water<br>Pump), Military Spec. Sealed Switches<br><br>Truck: Mounting to Approved Chassis,<br>(1) Alum Toolbox 24"x42"x100" - Behind Cab, (2) Alum Toolbox<br>18"x18"x30" - Passenger, (2) Alum Toolbox 18"x18"x24" - | \$488,671.92 | \$488,671.92 |

| Qty | Description                                                                                                                                                                                                                                                                                                                                                                                                                                      | Unit Price | Ext. Price |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------------|
|     | (1) Alum Long Handle Storage, LED D.O.T. Approved Lighting, Tow Hooks (2)                                                                                                                                                                                                                                                                                                                                                                        |            |            |
|     | Hose Reel & Hose: Front Mounted Telescoping & Rotating, 800' X 1" Hose Capacity, 10' Leader Hose, Single Side Controls                                                                                                                                                                                                                                                                                                                           |            |            |
|     | Accessories: (3) 8" x 6' Extension Tube, (1) 8" X 4' Extension Tube, (1) 8" x 6' Crowned Suction Nozzle, (1) 6" x 10' Flat Discharge Hose, (6) Quick Clamps, BB Hose Guide, Tri-Star (chisel point) nozzle, DD (high flow) nozzle, Finned Nozzle extension, Nozzle Rack (Mounted midship toolbox), 25' Fill Hose, Upstream Pulley Guide, Washdown gun w/ 50' ext. hose, Cleaner- Tip, Torch, Small, (1) Hydrant Wrench, (1) Paper Owner's Manual |            |            |
|     | Chassis Freightliner 114SD 9 litter engine, 3000 series RDS Allison Automatic Transmission, Tandem rear axel with drop axel, air conditioning                                                                                                                                                                                                                                                                                                    |            |            |
|     | Automatic Level Wind with Hydraulic up/down action                                                                                                                                                                                                                                                                                                                                                                                               |            |            |
|     | Footage Meter (mounted on Jet hose reel)                                                                                                                                                                                                                                                                                                                                                                                                         |            |            |
|     | 600 feet Sewer Hose (3/4" I.D., 3000 P.S.I. Operating Pressure)                                                                                                                                                                                                                                                                                                                                                                                  |            |            |
|     | Triplex Plunger Style Water Pump Rated At 55 Gpm @ 3000 Psi (Includes Drain Valves)                                                                                                                                                                                                                                                                                                                                                              |            |            |
|     | Additional 200 gallon Duraprolene Water Tank w/ 10 year warranty - (between rails)<br>Note #1: Subject to chassis load capacity specifications. (Works with 12yd & 15yd)                                                                                                                                                                                                                                                                         |            |            |
|     | Water Tank Low Level Audible Alarm (level set point is fixed at 150 gallons)                                                                                                                                                                                                                                                                                                                                                                     |            |            |
|     | Six (6) 28" DOT Safety Cones and holder                                                                                                                                                                                                                                                                                                                                                                                                          |            |            |
|     | Central Lubrication System                                                                                                                                                                                                                                                                                                                                                                                                                       |            |            |
|     | Fill hose storage rack<br>Standard Hydroexcavation Cleaning Kit 20 gpm @ 2000psi (8"x6' digging tube, 8gpm rotary digging wand, 10 gpm linear nozzle (shipped loose), (2) 5' extension wands and automatic reel w/ 75' of 3/8" hose)                                                                                                                                                                                                             |            |            |
|     | Central Washdown System (includes 50' of 1/2" hose on a spring retracting hose reel mounted mid-ship)                                                                                                                                                                                                                                                                                                                                            |            |            |
|     | 2nd Washdown reel installed on front bumper                                                                                                                                                                                                                                                                                                                                                                                                      |            |            |
|     | Debris Body Wash Out System (includes dual nozzles in debris box)                                                                                                                                                                                                                                                                                                                                                                                |            |            |
|     | Debris Body Pump Off System (4" Hydraulic Driven Pump Rated @ 800 Gpm Located On Rear Door Of Debris Box, Includes Swing Out Decant Screen) (Torque PTO Bolts & Studs @ 50ft-lbs)                                                                                                                                                                                                                                                                |            |            |
|     | Debris Liquid Level Audible Alarm (level set point is adjustable)<br>Note: tied to vacuum relief and opens vacuum relief valve                                                                                                                                                                                                                                                                                                                   |            |            |

| Qty | Description                                                                                                                                                                                                                                                   | Unit Price | Ext. Price |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------------|
|     | Debris Body Vibrator System (12V Electric With Switch Near Dump Control Area)                                                                                                                                                                                 |            |            |
|     | Wireless Remote control pendant (controls include hose reel payout/retrieve, water pump on/off, vacuum relief on/off, boom up/down, boom left/right, boom extend/retract and module kill switch)                                                              |            |            |
|     | Enhanced Visibility camera system (includes front and rear mounted camera heads with split screen monitor in cab                                                                                                                                              |            |            |
|     | ED Curbside Body mounted work light                                                                                                                                                                                                                           |            |            |
|     | LED Arrow Stick (Factory Standard)                                                                                                                                                                                                                            |            |            |
|     | LED Manhole Area Work Light                                                                                                                                                                                                                                   |            |            |
|     | LED Boom Mounted Work lights (2) (complete with limb guard)                                                                                                                                                                                                   |            |            |
|     | LED Rear Mounted work lights (2) Located above rear door                                                                                                                                                                                                      |            |            |
|     | 4) LED Flush Mounted Strobes: Located on Front Boom Support (Factory Standard)                                                                                                                                                                                |            |            |
|     | Air Purge Winterization System (supplied by chassis air system)                                                                                                                                                                                               |            |            |
|     | Air weigh scale system                                                                                                                                                                                                                                        |            |            |
|     | Pro-Vac style tubes                                                                                                                                                                                                                                           |            |            |
|     | Sewer University mechanics style training at Sewer Equipment University in Dixon IL. Includes Air Fair, lodging, meals and local transportation in Illinois                                                                                                   |            |            |
|     | Enz BullDog 400.060A cleaning nozzle                                                                                                                                                                                                                          |            |            |
|     | Enz BullDog Anti Blast 600.080                                                                                                                                                                                                                                |            |            |
|     | Enz BullDozer 50.075G                                                                                                                                                                                                                                         |            |            |
|     | Enz RotoDrill 36.075                                                                                                                                                                                                                                          |            |            |
|     | Enz Grenade-bomb 40.100B nozzle for remooval of stone, gravel and soft deposits                                                                                                                                                                               |            |            |
|     | Enz Standard Nozzle 30.07<br>This is the nozzle Darrel needsto climb hills to open blockages on the stteep hills                                                                                                                                              |            |            |
|     | Enz Chain Scraper 10.125 TR 6-12 set<br>Rotating chain scraper for pipe sizes 6, 8, 10 and 12" pipe with rope and bicycle chain<br>for complete root removal, removal of incrustations, hardened grease, and mineral deposits<br>not recomendmed in clay pipe |            |            |
|     | Enz RGS Lift Station Nozzle                                                                                                                                                                                                                                   |            |            |
|     | HydraFlex Machette osolating Nozzle                                                                                                                                                                                                                           |            |            |

| Qty | Description                                                                                                                                                                                                                              | Unit Price   | Ext. Price   |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------------|
|     | Clear Coat Paint                                                                                                                                                                                                                         |              |              |
|     | Tag Axel Set up                                                                                                                                                                                                                          |              |              |
|     | Freightliner parts to add Power Windows, Power Locks and remote Power Mirrors                                                                                                                                                            |              |              |
|     | Freightliner Labor to add power windows, power locks and power mirrors<br>Please be aware Freightliner recommends we have this work done at Freightliner as these switches are run off the chassis cam bus and will require programming. |              |              |
|     | Spare Parts for Sewer Equipment 900 ECO                                                                                                                                                                                                  |              |              |
|     | Sewer Equipment hydraulic filter for modual                                                                                                                                                                                              |              |              |
|     | Tube Suction STL 8" X 70 Deg HD                                                                                                                                                                                                          |              |              |
|     | two Filter Elements 10 micron 10" ID X 18" OD X 20" high<br>final filters for blower                                                                                                                                                     |              |              |
|     | Spair Remote control                                                                                                                                                                                                                     |              |              |
|     | Hard ox boom elbo (two)                                                                                                                                                                                                                  |              |              |
|     | Freight                                                                                                                                                                                                                                  |              |              |
|     | Pre Delivery Inspection                                                                                                                                                                                                                  |              |              |
|     | Local delivery and training                                                                                                                                                                                                              |              |              |
| 1   |                                                                                                                                                                                                                                          |              |              |
| 1   | SourceWell discount 3% on Sewer Equipment Body and options only                                                                                                                                                                          | -\$13,818.36 | -\$13,818.36 |
| 1   | Trade-In 09 International 7600 SFA VIN 1HTWXAH19J078341<br>15075 mile<br>3067 engine hours                                                                                                                                               | -\$58,000.00 | -\$58,000.00 |
|     | Vactor 2110 J 6<br>Serial 08-09v-11390<br>499.9 hours on body                                                                                                                                                                            |              |              |
| 1   |                                                                                                                                                                                                                                          |              |              |
| 1   |                                                                                                                                                                                                                                          |              |              |
| 1   | Retail Sales/Use tax comes to 9.9% **Tacoma Nearest Warehouse since selling body and chassis<br>Please note this sales tax is evaluated quarterly at the state and local levels and could change                                         | \$41,268.50  | \$41,268.50  |
|     | Retail sales and use tax is figured on the sale price of the equipment that includes the costs of the jet vac truck minus SourceWell discount and minus trade value of your current Vac Truck                                            |              |              |
|     | \$488,671.92 - \$13,818.36 (SourceWell Discount)- \$58,000 ( Trade                                                                                                                                                                       |              |              |

| Qty | Description                                                                                                                                                                                                     | Unit Price   | Ext. Price   |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------------|
|     | IN Value)= \$416,853.56 * 9.9% = \$41,268.50                                                                                                                                                                    |              |              |
| 1   | The WA State Vehicle Sales and Use Tax .3%<br>Please note this sales tax is evaluated quarterly at the state and local levels and could change                                                                  | \$1,250.56   | \$1,250.56   |
|     | Washington State Vehicle sales and use tax is figured on the sale price of the equipment that includes the costs of the jet vac truck minus SourceWell discount and minus trade value of your current Vac Truck |              |              |
|     | \$488,671.92 - \$13,818.36 (SourceWell Discount)- \$58,000 ( Trade IN Value)= \$416,853.56 * .3% = \$1,250.56                                                                                                   |              |              |
| 1   |                                                                                                                                                                                                                 |              |              |
| 1   | 85% of rental credit                                                                                                                                                                                            | -\$51,000.00 | -\$51,000.00 |
| 1   | Rental sales tax credit                                                                                                                                                                                         | -\$4,437.00  | -\$4,437.00  |
| 1   | Rental deposit credit                                                                                                                                                                                           | -\$6,000.00  | -\$6,000.00  |
| 1   | Terms: Net is due upon delivery                                                                                                                                                                                 |              |              |

Rent above equipment for \$12,000.00 per month to month term  
If purchase is consummated with in 180 days of delivery 85% of rental payments will apply towards purchase  
If purchase is consummated 180 days to 1 year of delivery 80% of rental payments will apply towards purchase  
If purchase is consummated 1 year to 2 years of delivery 70% of rental payments will apply towards purchase  
If purchase is consummated after 2 years of delivery 50% of rental payments will apply towards purchase.

1st months rent, transportation costs, licensing fees and \$6,000 refundable security deposit in electronic funds is required before truck can leave SWS Equipment.

Purchase Agreement City of Gig Harbor  
Public Works & Wastewater Treatment Plant  
Pay off 1-28-2021

|                      |                                                             |
|----------------------|-------------------------------------------------------------|
| \$488,671.92         | Sale Price                                                  |
| ( 58,000.00)         | Trade INN                                                   |
| ( 13,818.36)         | Sourcewell Discount                                         |
| <u>\$416,853.56</u>  | Subtotal                                                    |
| 1,250.56             | WA State vehicle and Use Tax .3%                            |
| <u>41,268.50</u>     | WA State Sales tax 9.9%                                     |
| \$459,372.62         | Amount Due                                                  |
| 51,000.00            | 85% of rental                                               |
| <u>4,437.00</u>      | Sales Tax Rental rate 8.7%                                  |
| ( \$ 55,437.00)      |                                                             |
| \$ 403,935.62        |                                                             |
| ( \$ 6,000.00)       | Less rental deposit to be applied to truck                  |
| <u>\$ 397,935.62</u> | Total owning on truck including all credits and deductions. |

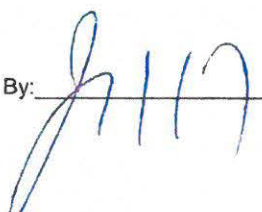
Please Note:  
this amount is based on final rental being paid on or about Jan 11,2021 and sales tax rates not changing.

| Qty | Description | Unit Price | Ext. Price |
|-----|-------------|------------|------------|
| 1   |             |            |            |
| 1   |             |            |            |
| 1   |             |            |            |
| 1   |             |            |            |

**Order Total      \$397,935.62**

Please contact me if I can be of further assistance.

PRICES SUBJECT TO CHANGE DUE TO CHANGING STEEL PRICES - THANK YOU!

By:  \_\_\_\_\_ Accepted \_\_\_\_\_ Date \_\_\_\_\_

QUOTE VALID FOR 30 DAYS

**PAYMENT DUE UPON COMPLETION OF WORK OR AS SPECIFIED ABOVE**

# Professional Local Government Management



**The Benefits to  
Your Municipality**

# Political Leadership and Professional Management in Today's Cities and Towns



**H**iring a professional administrator, appointed by the city or town's governing body, is a trend on the rise in municipal government. Historically, many cities and towns were governed by commissions, councils, or boards whose members had both legislative and executive responsibilities. This system functioned effectively when municipal government was smaller and limited in scope and complexity. With the expansion of the responsibilities of cities and towns however, the policy-making demands of governing bodies greatly increased, as did the need for technical competence in the management of the operation and delivery of services. Today's elected board members can better fulfill their legislative or policy-making roles and maintain their overall control of service delivery by delegating the day-to-day management of the municipality to an appointed professional administrator.

## Making the Change to Professional Management

Employing a professional manager or administrator frees elected officials from the administration of daily operations and gives them time to focus on the policy issues that will guide the future of the community. It empowers elected officials to provide leadership, develop a vision for the community, determine what services to provide citizens, lobby the state legislature on the community's behalf, and communicate and forge new relationships with constituents. The professional manager, appointed by the governing body, oversees the day-to-day operation and the implementation of policy.

Before a professional manager or administrator can be hired, a municipality's structure of government must be modified to provide for the position. The process of creating a position of city or town manager or administrator can vary from state to state. Some municipalities have the authority to act on their own initiative in that they can adopt local ordinances, laws, or resolutions to create the position of city manager or administrator. In states where municipalities may write their own charter under home-rule provisions, a number of municipalities have taken advantage of that opportunity to create a professional administrator position. Some states have enacted statutes providing for alternative forms or optional charters for local governments to adopt. Lastly, structural change can also be accomplished in some states by obtaining charters through special legislation adopted by the state legislative body.

## What Value Does a Professional Manager Bring to a Community?

**Professional managers bring value to a community because they:**

- Work in partnership with elected officials to develop sound approaches to community challenges by bringing together resources to make the right things happen and produce results that matter

- Bring a community-wide perspective to policy discussions and strive to connect the past and future while focusing on the present. They help the governing body develop the long-term vision for the community that provides a framework for policy development and goal setting
- Promote ethical government through commitment to a set of ethical standards that goes beyond those required by law
- Encourage inclusion and build consensus among diverse interests (including those of elected officials, the business community, and citizens) by focusing on the entire community rather than the centralized interests of one or two individuals
- Promote equity and fairness by ensuring that services are fairly distributed and that administrative decisions (such as hiring and contracting) are based on merit rather than favoritism
- Develop and sustain organizational excellence and promote innovation. Professional managers focus relentlessly on efficient and equitable service delivery, policy implementation, and evaluation. They align the local government's administrative systems with the values, mission, and policy goals defined by the community and elected officials.

## **How Your Municipality Would Benefit from Hiring a Professional Administrator**

The appointed manager or administrator is charged with carrying out the policies established by the elected officials and with delivering public services efficiently, effectively, and equitably. Elected officials, in turn, have more time to concentrate on creating a vision for the community's future.

- Day-to-day operations are managed by a professional who is educated and trained in current city and town management practices, state and federal laws and mandates, and cost-effective service delivery techniques

- Responsiveness to citizens is enhanced by centralizing administrative accountability in an individual appointed by the elected governing body
- The professional manager or administrator brings to the communities they serve technical knowledge and experience, academic training, management expertise, and a dedication and commitment to public service.

## **Ethical Conduct: Honoring the Public Trust**

City and town managers or administrators who are members of the International City/County Management Association (ICMA) are bound by its Code of Ethics, which states that every member of the organization shall act with integrity in all personal and professional matters so that they will merit the respect and trust of elected officials, employees, and the public. This stringently enforced Code specifies 12 ethical principles of personal and professional conduct, including dedication to the cause of good government. ICMA members believe in the effectiveness of representative democracy and the value of government services provided equitably to residents within a community. ICMA members are also committed to standards of honesty and integrity that go beyond those required by the law. For more information, contact ICMA or visit <http://icma.org/ethics>.

## **Responsiveness to Citizens**

City and town managers or administrators are appointed by and serve at the pleasure of the elected legislative body. They generally do not have guaranteed terms of office or tenure. They are evaluated based on their responsiveness to the elected legislative body and to the community and on their ability to provide efficient and effective services. If the administrator is not responsive to the elected officials, he or she may be terminated at any time. In that sense, the manager or administrator's responsiveness is tested daily.

## How to Hire a Professional Manager or Administrator

### 1. Consider your municipality's unique demands and needs

Many managers and administrators have studied local government management at the graduate level and have held positions of increasing authority. Beyond the basic education and experience requirements of the position, you should develop a job description that encompasses your expectations and outlines measurable objectives that you want to accomplish. You should also develop a management profile of the administrator that matches your expectations.

ICMA can offer your municipality materials to facilitate this process. ICMA's *Recruitment Guidelines for Selecting a Local Government Administrator* contains tips on recruiting applicants, determining finalists, and interviewing techniques. To locate a downloadable copy of this document, go to the ICMA JobCenter ([jobs.icma.org](http://jobs.icma.org)).

### 2. Begin your search

Determine whether you want to conduct your own search or work with an executive recruitment firm. Prepare and place your advertisements in publications that will attract the most qualified local government candidates such as the *ICMA Newsletter*, the ICMA JobCenter, and/or state association publications.

### 3. Make the selection

- Review résumés and identify potential candidates based on their experience and the criteria you developed earlier
- Select the top candidates and schedule interviews with your evaluation panel
- Upon reaching a decision, negotiate the terms and conditions of employment with your new manager or administrator and formalize a written agreement
- At this time, it is important to develop mutually agreed-upon goals and establish an annual review process through which the elected body and the manager or administrator can discuss performance.

## Resources

### **International City/County Management Association (ICMA)**

777 North Capitol Street, NE, Suite 500

Washington, DC 20002-4201

Phone: 202-289-ICMA

Fax: 202-962-3500

Website: [www.icma.org](http://www.icma.org)

The International City/County Management Association (ICMA) promotes excellence in local government through professional management. ICMA provides an information clearinghouse, technical assistance, and training and professional development to nearly 9,000 chief appointed administrators, assistant administrators, and other individuals throughout the world. To obtain an informational packet on the benefits of professional city or town management, visit ICMA's website at [icma.org/formofgovt](http://icma.org/formofgovt) or email Jared Dailey, Assistant Program Manager, at [jdailey@icma.org](mailto:jdailey@icma.org).

### **National Civic League (NCL)**

1145 Market Street, Suite 300

Denver, CO 80202-1728

Phone: 303-571-4343

Fax: 303-571-4404

Website: [www.ncl.org](http://www.ncl.org)

Email: [ncl@ncl.org](mailto:ncl@ncl.org)

The National Civic League is a nonpartisan citizens' organization founded in 1895. Its purpose is to serve as a clearinghouse for information on methods of improving state and local government; to encourage citizen participation in state and local government; and to provide guides, model charters and laws on specific local government topics. The *Model City Charter* was specifically prepared to give municipalities a general plan of structuring their local government based on the principles of the council-manager form. For more information about National Civic League publications, visit [www.ncl.org](http://www.ncl.org). Several publications are also available through ICMA's online bookstore at <http://bookstore.icma.org>.

PROFESSIONAL LOCAL GOVERNMENT  
MANAGEMENT: THE BENEFITS TO YOUR  
MUNICIPALITY



*Leaders at the Core of Better Communities*



**Business of the City Council  
City of Gig Harbor, WA**

**Subject: First Reading of Ordinance and  
Public Hearing Amending GHMC  
Title 15 – Buildings and Construction**

**Proposed Council Action:**

**Review, hold a public hearing and bring  
back for consideration at second reading.**

**Dept. Origin:** Community Development

**Prepared by:** Paul Rice, Building Official/Fire Marshal 

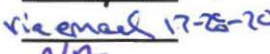
**For Agenda of:** January 11, 2021

**Exhibits:** Draft Ordinance

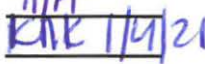
Initial & Date

**Concurred by Mayor:**

**Approved by City Administrator:**  6/1/04/2021

**Approved as to form by City Atty:**  via email 12-25-20

**Approved by Finance Director:**  N/A

**Approved by Department Head:**  KNE 1/4/21

|              |              |               |
|--------------|--------------|---------------|
| Expenditure  | Amount       | Appropriation |
| Required \$0 | Budgeted \$0 | Required \$0  |

**INFORMATION / BACKGROUND**

On February 1, 2021 the triennial update to the State Building Code (SBC) will go into effect. In accordance with state law, all local jurisdictions with responsibility for enforcing the SBC must, at a minimum, adopt the updated Code.

In this update, the State is adopting the 2018 editions of the *International Building, Residential, Fire, Mechanical, Fuel Gas, Existing Building and Energy Conservation Codes* promulgated by the International Code Council and the *Uniform Plumbing Code* promulgated by the International Assn. of Plumbing and Mechanical Officials, with particular state amendments.

The SBC was scheduled to be adopted July first of 2020 but due to the Covid-19 outbreak and the lack of available contractor and inspector training, adoption was postponed until adequate training was made available.

At the local level, most all of the proposed changes address "housekeeping" type issues such as revised text locations, the deletion of obsolete definitions and passages as well as providing for consistency across the adopted codes.

**FISCAL CONSIDERATION:**

There is no additional fiscal impact to the City in the adoption of this ordinance.

**BOARD OR COMMITTEE RECOMMENDATION:**

The City's Building Code Advisory Board endorses the proposed ordinance.

**RECOMMENDATION / MOTION**

Review, hold a public hearing and;

**Move to:** Bring back for consideration at second reading.

**ORDINANCE NO. XXXX**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, RELATING TO BUILDINGS AND CONSTRUCTION; ADOPTING THE 2018 EDITIONS OF THE INTERNATIONAL BUILDING CODE, THE INTERNATIONAL RESIDENTIAL CODE, THE INTERNATIONAL MECHANICAL CODE, THE INTERNATIONAL FUEL GAS CODE, THE INTERNATIONAL FIRE CODE, THE INTERNATIONAL EXISTING BUILDING CODE, THE INTERNATIONAL ENERGY CONSERVATION CODE AND THE UNIFORM PLUMBING CODE BY REFERENCE; ADOPTING THE WASHINGTON STATE HISTORIC BUILDING CODE AND THE UNIFORM CODE FOR THE ABATEMENT OF DANGEROUS BUILDINGS BY REFERENCE, AS WELL AS MAKING CERTAIN CLEAN-UP AMENDMENTS, AMENDING GIG HARBOR MUNICIPAL CODE SECTIONS: 15.06.020, 15.06.030, 15.08.090, 15.08.096, 15.10.040, 15.16.070, 15.16.170, 15.16.171, 15.16.172; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.**

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WHEREAS, the Washington State Legislature adopted the state building code, to be effective in all counties and cities in Washington (RCW 19.27.031); and

WHEREAS, the state building code is comprised of a number of published codes, which are adopted by reference in the 2018 editions; and

WHEREAS, the City needs to adopt the 2018 editions locally, for enforcement purposes; and

WHEREAS, the City of Gig Harbor may adopt local amendments to the building code, consistent with chapter 19.27 RCW; and

Whereas, the City finds that the local amendments contained herein are desirable to protect the public;

Now, therefore:

THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, ORDAINS AS FOLLOWS:

**Section 1.** Section 15.06.020 of the Gig Harbor Municipal Code is amended as follows:

**15.06.020 State building code adoption.**

The following codes, together with the specifically identified appendices and the amendments in the Washington Administrative Code (WAC), First Edition (dated ~~November 13, 2015~~ July 1, 2020) and as further amended in this title, are hereby adopted by reference:

A. The International Building Code, ~~2015~~ 2018 Edition, as published by the International Code Council, Inc., including Appendix J, and as amended pursuant to Chapter 51-50 WAC;

B. The International Residential Code, ~~2015~~ 2018 Edition, as published by the International Code Council, Inc., including Appendix Chapter G as amended pursuant to Chapter 51-51 WAC;

C. The International Mechanical Code, ~~2015~~ 2018 Edition, as published by the International Code Council, Inc., including Appendix A, as amended pursuant to Chapter 51-52 WAC;

D. The International Fuel Gas Code, ~~2015~~ 2018 Edition, as published by the International Code Council, Inc., as amended pursuant to Chapter 51-52 WAC;

E. The International Fire Code, ~~2015~~ 2018 Edition, as published by the International Code Council, Inc., including Appendix Chapters B, C, F, I and J, as amended pursuant to Chapter 51-54A WAC;

F. The Uniform Plumbing Code, ~~2015~~ 2018 Edition, published by the International Association of Plumbing and Mechanical Officials, as amended pursuant to Chapter 51-56 WAC, including Appendix Chapters A, B, and I;

G. The International Existing Building Code, ~~2015~~ 2018 Edition, as published by the International Code Council, Inc., including Appendix Chapter A;

H. The Uniform Code for the Abatement of Dangerous Buildings, 1997 Edition, published by the International Conference of Building Officials;

I. The International Energy Conservation Code, Commercial, ~~2015~~ 2018 Edition, as published by the International Code Council, and as amended pursuant to Chapter 51-11C WAC;

J. The International Energy Conservation Code, Residential, ~~2015~~ 2018 Edition, as published by the International Code Council, and as amended pursuant to Chapter 51-11R WAC.

**Section 2.** Section 15.06.030 of the Gig Harbor Municipal Code is deleted in its entirety:

~~15.06.030 Code conflicts.~~

~~In cases of conflict among the codes enumerated in GHMC 15.06.020(A), (B), (C) and (D), the first-named code shall govern over those following.~~

**Section 3.** Section 15.08.090 of the Gig Harbor Municipal Code is amended as follows:

**15.08.090 Amendment to IBC Section ~~1011.4~~ 1013.1**

Section ~~1011.4~~ 1013.1 of the IBC is amended as follows:

~~1011.4~~ **1013.1** **Where required.** Exit and exit access doors shall be marked by an approved exit sign readily visible from any direction of egress travel. The path of egress travel to exits and within exits shall be marked by readily visible exit signs to clearly indicate the direction of egress travel in cases where the exit or the path of egress travel is not immediately visible to the occupants. Intervening means of egress doors within exits shall be marked by exit signs. Exit sign placement shall be such that no point in an exit access corridor or exit passageway is more than 100 feet (30,480 mm) or the listed viewing distance for the sign, whichever is less, from the nearest visible exit sign.

**Exceptions:**

1. Main exterior exit doors or gates that are obviously and clearly identifiable as exits need not have exit signs where approved by the building official.
2. Exit signs are not required in occupancies in Group U and individual sleeping units or dwelling units in Group R-1, R-2 and R-3.
3. Exit signs are not required in sleeping areas in occupancies in Group I-3.
4. In occupancies in Groups A-4 and A-5, exit signs are not required on the seating side of vomitories or openings into seating areas where exit signs are provided in the concourse that are readily apparent from the vomitories. Egress lighting is provided to identify each vomitory or opening within the seating area in an emergency.

**Section 4.** Section 15.08.096 of the Gig Harbor Municipal Code is deleted in its entirety:

**~~15.08.096 Amendment to IBC Section 3409.2, Exception 3.~~**

~~Section 3409.2, Exception 3 of the IBC is amended as follows:~~

~~3. Designated as historic under an approved state or local preservation program.~~

**Section 5.** Subsection R109.1.6, Energy efficiency inspection, of Section 15.10.040 of the Gig Harbor Municipal Code is amended as follows:

**15.10.040 Amendment to IRC Section R109.1.**

Section R109.1 of the IRC is amended as follows:

\*\*\*

R109.1.6 Energy efficiency inspection. Inspections shall be made to determine compliance with the International Energy Conservation Code, Residential, ~~2015~~ 2018 Edition (Chapter 51-11R WAC); and shall include, but not be limited to, inspections for: envelope insulation R and U values, fenestration U value, duct system R value, and HVAC and water-heating equipment efficiency.

\*\*\*

**Section 6.** Section 15.16.170 of the Gig Harbor Municipal Code is amended as follows:

**15.16.070 Amendment to IFC Section 202.**

Section 202 of the IFC is amended to read as follows:

The following definitions and abbreviations are added to those found in ~~Article~~ Chapter 2 of the International Fire Code:

1. "AWWA" means the American Water Works Association.
2. "Dead-end main" means a water main over 50 feet long and not being fed from both ends at the time of installation.
3. "Expanding water system" means an approved, expanding water system which is undertaking new construction (definition follows) to provide water service to additional service connections. Any expanding water system shall install facilities sized to meet the necessary minimum design criteria for area being served. The expanding system shall show by plans submitted by a registered professional engineer how fire flow, if required, is to be provided and the plan shall be approved by the City of Gig Harbor.

4. Fire Code Official. The Building Official/Fire Marshal of the City of Gig Harbor or other designated authority charged with the administration and enforcement of the code or a duly authorized representative.
5. Fire Department is Pierce Co. Fire District No. 5.
6. Primary Fire Department Access Road. Means any road required to provide access to the front or main entry side of a property or structure.
7. "Private hydrant" means a fire hydrant situated and maintained to provide water for firefighting purposes with restrictions as to use. The location may be such that it is not readily accessible for immediate use by the fire department for other than certain private property.
8. "Public hydrant" means a fire hydrant so situated and maintained as to provide water for firefighting purposes without restriction as to use for the purpose. The location is such that it is accessible for immediate use of the fire department for all nearby property.
9. Secondary Fire Department Access Road. Means any on-site access road required to provide access to remote areas of a property or structure.
- ~~10. "Substantial alteration" is any alteration, where the total cost of all alterations (including but not limited to electrical, mechanical, plumbing, and structural changes) for a building or facility within any 12-month period amounts to 60 percent or more of the current assessed value established by the Pierce County Assessors Office.~~
11. "Water authority" and "purveyor" means the city public works department, a water district, or other body legally supplying water in the area and approved by the city.
12. "Yard system" means any extension from a transmission main and/or water main onto a development site.
13. COVERED BOAT MOORAGE is a pier or system of floating or fixed access ways to which vessels on water may be secured and any portion of which are covered by a roof.

44 13. DRAFT CURTAIN is a structure arranged to limit the spread of smoke and heat along the underside of the ceiling or roof.

45 14. FLOAT is a floating structure normally used as a point of transfer for passengers and goods, or both, for mooring purposes.

46 15. GRAVITY-OPERATED DROP OUT VENTS are automatic smoke and heat vents containing heat-sensitive glazing designed to shrink and drop out of the vent openings when exposed to fire.

47 16. MARINA is any portion of the ocean or inland water, either naturally or artificially protected, for the mooring, servicing or safety of vessels and shall include artificially protected works, the public or private lands ashore, and structures or facilities provided within the enclosed body of water and ashore for the mooring or servicing of vessels or the servicing of their crews or passengers.

48 17. PIER is a structure built over the water, supported by pillars or piles, and used as a landing place, pleasure pavilion or similar purpose.

49 18. VESSEL is watercraft of any type, other than seaplanes on the water, used or capable of being used as a means of transportation. Included in this definition are non-transportation vessels such as houseboats and boathouses.

20 19. WHARF is a structure or bulkhead constructed of wood, stone, concrete or similar material built at the shore of a harbor, lake or river for vessels to lie alongside of, and piers or floats to be anchored to.

**Section 7.** Section 15.16.170 of the Gig Harbor Municipal Code is amended as follows:

**15.16.170 Amendment to IFC Section 907.2.**

Section 907.2 of the IFC is amended to read as follows:

907.2 Where required – new buildings and structures. An approved fire alarm system installed in accordance with the provisions of this code and NFPA 72 shall be provided in new buildings and structures in accordance with Sections

907.2.1 through 907.2.23 and provide occupant notification in accordance with Section 907.6 5 unless other requirements are provided by another section of this code.

A minimum of one manual fire alarm box shall be provided in an approved location to initiate a fire alarm signal for fire alarm systems employing automatic fire detectors or waterflow detection devices. Where other sections of this code allow elimination of fire alarm boxes due to sprinklers a single alarm box shall be installed not more than 5 feet from the entrance to each required exit.

### **Section 8.**

New section 15.16.171 amending IFC Section 907.5.2.3 is hereby added to the Gig Harbor Municipal Code as follows:

#### **15.16.071 Amendment to IFC Section 907.5.2.3.**

Section 907.5.2.3 of the IFC is amended to read as follows:

##### **907.5.2.3 Visible alarms.**

Visible alarm notification appliances shall be provided in accordance with Sections 907.5.2.3.1 through 907.5.2.3.3.

##### **Exceptions:**

1. Visible alarm notification appliances shall not be required in exits as defined in Chapter 2.
2. Visible alarm notification appliances shall not be required in elevator cars.
3. Visual alarm notification appliances are not required in critical care areas of Group I-2 Condition 2 occupancies that are in compliance with Section 907.2.6, Exception 2.

**Section 9.** Section 15.16.172 of the Gig Harbor Municipal Code is amended as follows:

#### **15.16.172 Amendment to IFC Section 907.5.2.3.2 1**

Section 907.5.2.3.2 1 of the IFC is amended as follows:

907.5.2.3.2 1 Employee work areas. Visible alarm notification appliances shall be provided in all employee work areas, public use areas and common use areas.

**Section 10.** 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 11.** Copies of Codes Filed with City Clerk. Pursuant to RCW 35A.12.140, copies of all of the codes adopted by reference in this Ordinance have been filed with the City Clerk for use and examination by the public prior to adoption.

**Section 12.** Effective Date. This ordinance shall take effect 5 days after passage and publication as required by law.

PASSED by the City Council and approved by the Mayor of the City of Gig Harbor this 25th day of January 2021.

CITY OF GIG HARBOR

\_\_\_\_\_  
KIT KUHN, MAYOR

ATTEST/AUTHENTICATED:

By: \_\_\_\_\_  
MOLLY TOWSLEE, City Clerk

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY

By: \_\_\_\_\_  
DANIEL P. KENNY

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
PUBLISHED:  
EFFECTIVE DATE:  
ORDINANCE NO:



## Business of the City Council City of Gig Harbor, WA

**Subject:** Well No. 3A Reconstruction – Public Works Contract Award

**Proposed Council Action:** Award and authorize the Mayor to execute a Public Works Contract with Tacoma Pump & Drilling Co, Inc., in an amount not to exceed \$948,896.65 for Well No. 3A Reconstruction, and authorize the City Engineer to approve additional expenditures up to \$75,000.00 to cover any cost increases that may result from contract change orders.

**Dept. Origin:** Public Works/Engineering

**Prepared by:** Trent A. Ward, P.E. *TW*  
City Engineer

**For Agenda of:** January 11, 2021

**Exhibits:** Public Works Contract

Initial &  
Date

**Concurred by Mayor:**

**Approved by City Administrator:** *PW-01/04/2021*

**Approved as to form by City Atty:** *email 12/30/20*

**Approved by Finance Director:** *DR 1/14/2021*

**Approved by Public Works Dir.:** *10X 1/14/21*

|                             |                |                        |           |                               |              |
|-----------------------------|----------------|------------------------|-----------|-------------------------------|--------------|
| <b>Expenditure Required</b> | \$1,023,896.65 | <b>Amount Budgeted</b> | \$600,000 | <b>Appropriation Required</b> | \$423,896.65 |
|-----------------------------|----------------|------------------------|-----------|-------------------------------|--------------|

### INFORMATION/BACKGROUND

Well #3 is located on City property lying between and adjacent to the Cushman Trail and the Public Storage center along Soundview Drive. As part of the 2020 Budget, the City contracted with PumpTech, Inc. to rehabilitate the existing Well #3, which was installed circa 1978. The contractor discovered severe degradation of the existing well casing through their rehabilitation and inspection work. Based upon the existing well conditions, input from the contractor and hydrogeologist, it has been determined that a new well casing and screens will be necessary as any other repair options affords significant risk of failure and the potential for a complete loss of the City's investment.

This proposed public works contract provides for the drilling of an approximately 910 ft deep replacement production well with a diameter of 16-inches, and developing and testing the well to peak efficiency. Upon the successful development of Well No. 3A, the existing Well #3 will be decommissioned in accordance with WAC 173-160-381. The anticipated success of this production well is based on the best available science; however, there is no certainty on the actual yield of this production well.

### BID RESULTS

This project was bid using the City's Public Works bidding process. The Engineer's Opinion of Probable Cost was \$650,000. A total of (2) bid proposals were received by the City on December 30, 2020. Bid results from each bidder are summarized below:

| No. | Bidder                          | Bid Amount   |
|-----|---------------------------------|--------------|
| 1   | Tacoma Pump & Drilling Co, Inc. | \$948,896.65 |
| 2   | Holt Services, Inc.             | \$955,457.00 |

### **FISCAL CONSIDERATION**

The 2021 Water Division Capital Fund allocated the following for this project:

|                                                                        |                         |
|------------------------------------------------------------------------|-------------------------|
| 2021 Budget for Well #3 Reconstruction, Water Capital, Objective No. 4 | \$ 600,000.00           |
| Anticipated 2021 Expenses:                                             |                         |
| Public Works Construction Contract – Well #3A Production Well          | \$ (948,896.65)         |
| Public Works Construction Contract – Change Order Authority            | \$ (75,000.00)          |
| <b>Estimated Remaining 2021 Budget =</b>                               | <b>\$ (423,896.65)*</b> |

\*Staff has verified with the Finance Department that the City has sufficient funds available in the Water Operating ending fund balance to pay for this work.

### **BOARD OR COMMITTEE RECOMMENDATION**

N/A

### **RECOMMENDATION/MOTION**

Award and authorize the Mayor to execute a Public Works Contract with Tacoma Pump & Drilling Co, Inc., in an amount not to exceed \$948,896.65 for Well No. 3A Reconstruction, and authorize the City Engineer to approve additional expenditures up to \$75,000.00 to cover any cost increases that may result from contract change orders.

**PUBLIC WORKS CONTRACT**  
**WELL #3A RECONSTRUCTION PROJECT**  
**CWP-2009**

THIS AGREEMENT, made and entered into, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the City of Gig Harbor, a Non-Charter Code city in the State of Washington, hereinafter called the "City", and Tacoma Pump and Drilling Co., Inc., organized under the laws of the State of Washington, located and doing business at, 30316 Mountain Hwy E., Graham, WA 98338 hereinafter called the "Contractor."

WITNESSETH:

That in consideration of the terms and conditions contained herein and attached and made a part of this Contract, the parties hereto covenant and agree as follows:

1. The Contractor shall do all of the work and furnish all of the labor, materials, tools, and equipment necessary for the construction of the Well #3A Reconstruction Project, all in accordance with the Technical Specifications, Conditions of the Construction Contract and Supplementary Conditions of the Contract, and shall perform any changes in the Work, all in full compliance with the Project Manual entitled "Well #3A Reconstruction Project, CWP-2009," which are by this reference incorporated herein and made a part hereof; and agrees to accept payment for the same in accordance with the said Project Manual, including the schedule of prices in the "Proposal," the sum Nine Hundred Forty-Eight Thousand Eight Hundred Ninety-Six Dollars and Sixty-Five Cents, (\$948,896.65), including state sales tax, subject to the provisions of the Project Manual.
  2. Work shall commence and contract time shall begin as stated in Section SC-4.02 of the Supplementary Conditions. All Contract Work shall be physically complete as stated in Section 01 12 16.
  3. The Contractor agrees to pay the City Liquidated Damages for each and every working day all Work remains uncompleted after expiration of the specified time, as stated in Section 01 12 16.
  4. The Contractor shall provide for and bear the expense of all labor, materials, tools and equipment of any sort whatsoever that may be required for the full performance of the Work provided for in this Contract upon the part of the Contractor.
  5. The term "Project Manual" shall mean and refer to the following: "Invitation to Bidders," "Bid Form," "Addenda" if any, "Specifications," "Plans," "Contract," "Performance Bond," "Payment Bond," "Notice to Proceed," "Change Orders" if any, and any documents referenced or incorporated into the Project Manual, including, but not limited to the Standard General Conditions, the Supplementary Conditions and the Technical Specifications.
  6. The City agrees to pay the Contractor for materials furnished and Work performed in the manner and at such times as set forth in the Project Manual.
-

7. The Contractor for himself/herself, and for his/her heirs, executors, administrators, successors, assigns, agents, subcontractors, and employees, does hereby agree to the full performance of all of the covenants herein contained upon the part of the Contractor.
8. It is further provided that no liability shall attach to the City by reason of entering into this Contract, except as expressly provided herein.

IN WITNESS WHEREOF the parties hereto have caused this Contract to be executed the day and year first hereinabove written:

CITY of GIG HARBOR:

CONTRACTOR:

\_\_\_\_\_  
Kit Kuhn, Mayor  
City of Gig Harbor

Date: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Official)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Email Address)

Date: \_\_\_\_\_

ATTEST:

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

APPROVED FOR FORM:

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

\_\_\_\_\_

**PUBLIC WORKS CONTRACT**  
**WELL #3A RECONSTRUCTION PROJECT**  
**CWP-2009**

THIS AGREEMENT, made and entered into, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the City of Gig Harbor, a Non-Charter Code city in the State of Washington, hereinafter called the "City", and Tacoma Pump and Drilling Co., Inc., organized under the laws of the State of Washington, located and doing business at, 30316 Mountain Hwy E., Graham, WA 98338 hereinafter called the "Contractor."

WITNESSETH:

That in consideration of the terms and conditions contained herein and attached and made a part of this Contract, the parties hereto covenant and agree as follows:

1. The Contractor shall do all of the work and furnish all of the labor, materials, tools, and equipment necessary for the construction of the Well #3A Reconstruction Project, all in accordance with the Technical Specifications, Conditions of the Construction Contract and Supplementary Conditions of the Contract, and shall perform any changes in the Work, all in full compliance with the Project Manual entitled "Well #3A Reconstruction Project, CWP-2009," which are by this reference incorporated herein and made a part hereof; and agrees to accept payment for the same in accordance with the said Project Manual, including the schedule of prices in the "Proposal," the sum Nine Hundred Forty-Eight Thousand Eight Hundred Ninety-Six Dollars and Sixty-Five Cents, (\$948,896.65), including state sales tax, subject to the provisions of the Project Manual.
  2. Work shall commence and contract time shall begin as stated in Section SC-4.02 of the Supplementary Conditions. All Contract Work shall be physically complete as stated in Section 01 12 16.
  3. The Contractor agrees to pay the City Liquidated Damages for each and every working day all Work remains uncompleted after expiration of the specified time, as stated in Section 01 12 16.
  4. The Contractor shall provide for and bear the expense of all labor, materials, tools and equipment of any sort whatsoever that may be required for the full performance of the Work provided for in this Contract upon the part of the Contractor.
  5. The term "Project Manual" shall mean and refer to the following: "Invitation to Bidders," "Bid Form," "Addenda" if any, "Specifications," "Plans," "Contract," "Performance Bond," "Payment Bond," "Notice to Proceed," "Change Orders" if any, and any documents referenced or incorporated into the Project Manual, including, but not limited to the Standard General Conditions, the Supplementary Conditions and the Technical Specifications.
  6. The City agrees to pay the Contractor for materials furnished and Work performed in the manner and at such times as set forth in the Project Manual.
-

7. The Contractor for himself/herself, and for his/her heirs, executors, administrators, successors, assigns, agents, subcontractors, and employees, does hereby agree to the full performance of all of the covenants herein contained upon the part of the Contractor.
8. It is further provided that no liability shall attach to the City by reason of entering into this Contract, except as expressly provided herein.

IN WITNESS WHEREOF the parties hereto have caused this Contract to be executed the day and year first hereinabove written:

CITY of GIG HARBOR:

CONTRACTOR:

\_\_\_\_\_  
Kit Kuhn, Mayor  
City of Gig Harbor

Date: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Official)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Email Address)

Date: \_\_\_\_\_

ATTEST:

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

APPROVED FOR FORM:

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

\_\_\_\_\_



## Business of the City Council City of Gig Harbor, WA

**Subject:** Resolution 1196 Adopting the Quarterly Budget Objective Policy

**Dept. Origin:** Administration

**Proposed Council Action:** Move to approve Resolution 1196.

**Prepared by:** Councilmember Woock

**For Agenda of:** January 11, 2021

**Exhibits:** Resolution 1196

Initial &  
Date

**Concurred by Mayor:**

**Approved by City Administrator:**

**Approved as to form by City Atty:**

**Approved by Finance Director:**

**Approved by Public Works Director:**

P.L. 01/05/2021  
N/A  
AP 1/5/21  
N/A

|                             |     |                        |     |                               |        |
|-----------------------------|-----|------------------------|-----|-------------------------------|--------|
| <b>Expenditure Required</b> | \$0 | <b>Amount Budgeted</b> | \$0 | <b>Appropriation Required</b> | \$0.00 |
|-----------------------------|-----|------------------------|-----|-------------------------------|--------|

### INFORMATION/BACKGROUND

The Mayor and administration prepare the budget and present the budget to the council for review and adoption. The budget is one the city's strongest policymaking tools. Spending guidelines reflect numerous policy decisions. The budget message can give a clear view of city policy on many issues.

One way the council sets public policy is by establishing budgetary policies. Setting policy through the budget is a continuous, yearlong process. It involves setting goals and establishing priorities.

This policy provides a summary method consistent with council policy responsibilities.

The council, being legislative, has the power to enact laws and policies, consistent with state law, usually through the enactment of ordinances and resolutions. The council is authorized to enact rules governing its procedures.

### FISCAL CONSIDERATION

None.

### BOARD OR COMMITTEE RECOMMENDATION

None.

### RECOMMENDATION/MOTION

Move to approve Resolution 1196.

**RESOLUTION NO. 1196**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, PIERCE COUNTY, WASHINGTON, ESTABLISHING A QUARTERLY BUDGET OBJECTIVE REPORTING POLICY**

---

**WHEREAS**, RCW 35A.33.075 charges the Gig Harbor City Council with the power to adopt the city budget; and

**WHEREAS**, the Association of Washington Cities and MRSC, in the Mayor & Council Handbook have noted "The budget is one the city's strongest policymaking tools and spending guidelines reflect numerous policy decisions, and the budget message can give a clear view of city policy on many issues;" and

**WHEREAS**, one way the council sets public policy is by establishing budgetary policies and setting policy through the budget is a continuous, yearlong process, and it involves setting goals and establishing priorities; and

**WHEREAS**, the council, being legislative, has the power to enact laws and policies, consistent with state law, usually through the enactment of ordinances and resolutions and the council is authorized to enact rules governing its procedures; and

**WHEREAS**, the mayor's duty is to implement the budget adopted by the council and to provide the council with periodic reports and the council desires to have one of these reports be a brief quarterly narrative report on each budgeted item;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:**

Section 1. The City Council hereby adopts the Quarterly Budget Objective Reporting Policy attached hereto as Exhibit A.

**RESOLVED** by the City Council this 11th day of January 2021.

APPROVED:

---

Kit Kuhn, Mayor

ATTEST/AUTHENTICATED:

---

Molly Towslee, City Clerk

FILED WITH THE CITY CLERK: 12/28/20  
PASSED BY THE CITY COUNCIL: 1/11/21  
RESOLUTION NO. 1196

## EXHIBIT A

|                                                                                   |                                                           |                             |
|-----------------------------------------------------------------------------------|-----------------------------------------------------------|-----------------------------|
|  | <b>CITY OF GIG HARBOR – POLICIES AND PROCEDURES</b>       |                             |
|                                                                                   | <b>TITLE: QUARTERLY BUDGET OBJECTIVE REPORTING POLICY</b> |                             |
| <b>POLICY MANUAL SECTION &amp; NO.</b><br>A-21-01                                 | <b>EFFECTIVE DATE:</b><br>1/12/21                         | <b>APPROVED:</b><br>1/11/21 |

### **PURPOSE**

The Mayor and administration prepare the budget and present the budget to the council for review and adoption. The budget is one the city's strongest policymaking tools. Spending guidelines reflect numerous policy decisions. The budget message can give a clear view of city policy on many issues.

One way the council sets public policy is by establishing budgetary policies. Setting policy through the budget is a continuous, yearlong process. It involves setting goals and establishing priorities.

This policy provides a summary method consistent with council policy responsibilities. The council, being legislative, has the power to enact laws and policies, consistent with state law, usually through the enactment of ordinances and resolutions. The council is authorized to enact rules governing its procedures.

### **POLICY**

The mayor's job is to implement the budget adopted by the council and to provide the council with periodic reports. The council desires to have one of these reports be a brief quarterly narrative report on each budgeted item.

### **PROCEDURE**

At the second regular city council meeting of each quarter the city administrator shall present to council a brief report on each objective identified for the year. A report shall be provided for each item enumerated in each fund's Narrative of Objectives for the year.

Each objective shall be numbered in accordance with the adopted budget (e.g. "Administration No. 1," "Parks Division – Operating No. 2," etc.). The report on each objective shall include, as applicable:

- Confirmation that the objective is still on schedule to be completed during the year. If the objective is not estimated to be completed during the year, a reason will be provided for postponing or removing the objective from the budget.
- Completion percentage of the objective. If the objective has not yet begun, an estimate will be provided of the date work will begin on the objective.
- Confirmation that the objective is projected to be completed under budget. A reason for additional expense will be provided and council will be informed if the additional expense will require a budget amendment.

A report template is shown below:

| Objective                                  | Status of Objective (as described in the 2021 Budget)                                                                                                                                                                          |
|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Public Art Capital Projects No. 1 -</b> | Will be completed in 2021. <input type="checkbox"/> Yes. <input type="checkbox"/> No<br>Percent complete: ____%.<br>Will be completed under budget. <input type="checkbox"/> Yes. <input type="checkbox"/> No<br><b>Notes:</b> |
| <b>Public Art Capital Projects No. 2 -</b> | Will be completed in 2021. <input type="checkbox"/> Yes. <input type="checkbox"/> No<br>Percent complete: ____%.<br>Will be completed under budget. <input type="checkbox"/> Yes. <input type="checkbox"/> No<br><b>Notes:</b> |
| <b>Public Art Capital Projects No. 3 -</b> | Will be completed in 2021. <input type="checkbox"/> Yes. <input type="checkbox"/> No<br>Percent complete: ____%.<br>Will be completed under budget. <input type="checkbox"/> Yes. <input type="checkbox"/> No<br><b>Notes:</b> |
| <b>Public Art Capital Projects No. 4 -</b> | Will be completed in 2021. <input type="checkbox"/> Yes. <input type="checkbox"/> No<br>Percent complete: ____%.<br>Will be completed under budget. <input type="checkbox"/> Yes. <input type="checkbox"/> No<br><b>Notes:</b> |

The City Administrator shall ensure that department heads and other applicable staff are available to discuss the report with Council at the meeting.