

AGENDA
GIG HARBOR CITY COUNCIL MEETING
Monday, October 13, 2025 - 5:30 PM
Council Chambers

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

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

LAND ACKNOWLEDGMENT

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

CHANGES TO THE AGENDA

PRESENTATIONS

1. Oath of Office for Chief of Police Tray Federici
2. Indigenous Peoples' Day Proclamation
3. Domestic Violence Awareness Month Proclamation

PUBLIC COMMENT ON CONSENT AGENDA ITEMS

CONSENT AGENDA

1. City Council Minutes: September 25 and September 29, 2025
2. Approval of Vouchers: AP check numbers 200888 through 2000987, PR check numbers 109054 through 109061, and ACH payments in the amount of \$997,461.99.
3. Approval of Payroll - Check numbers 8617, 8618, 8620, 8621, and direct deposit transactions in the amount of \$673,558.90.
4. Resolution 1344 Amending the City's Fee Schedule
5. Resolution 1345 Approving 2026 Lodging Tax Grant Expenditures

MAYOR'S REPORT

CITY ADMINISTRATOR'S REPORT

1. Department Updates

BUSINESS ITEMS

1. Ordinance 1551 Updating the Development Code for Consistency with the Adopted 2024 Comprehensive Plan

Suggested Motion: N/A

- a. Staff Report: Principal Planner Katharine Shaffer
- b. Clarifying Questions
- c. Public Hearing
- d. Council Deliberation and Action

2. Ordinance 1552 Amending the Comprehensive Plan Future Land Use Map and the Official Zoning Map

Suggested Motion: N/A

- a. Staff Report: Principal Planner Katharine Shaffer
- b. Clarifying Questions
- c. Public Hearing
- d. Council Deliberation and Action

3. Professional Services Contract – Amendment #1: Well #9

Suggested Motion: Move to authorize the mayor to execute Professional Services Contract Amendment #1 with Carollo Engineers, Inc. in an amount not to exceed \$1,234,799.

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

4. First Reading of Ordinance 1553 Forged Fiber Franchise Agreement

Suggested Motion: N/A

- a. Staff Report: City Attorney Daniel Kenny
- b. Clarifying Questions
- c. Public Comment
- d. Council Deliberation and Action

5. Second Reading and Adoption of Ordinance 1550 Creating a New Title 11: Parks Code

Suggested Motion: Move to approve Ordinance 1550.

- a. Staff Report: City Administrator Katrina Knutson
- b. Clarifying Questions

- c. Public Comment
- d. Council Deliberation and Action

PUBLIC COMMENT ON NON-AGENDA ITEMS

COUNCIL REPORTS/ COMMENTS

ANNOUNCEMENT OF UPCOMING MEETINGS

1. Upcoming City Meetings

ADJOURN

PUBLIC COMMENT & DECORUM

PUBLIC COMMENT & DECORUM

The city council wants to hear from the public as much as possible. However, the business of the city must proceed in an orderly, timely manner. The primary purpose of council meetings is to conduct the city's business so we have created a variety of ways the community can make their voices heard. Monday city council meetings are just one opportunity. These guidelines are designed to make sure every person who wants to be heard has both the opportunity to be heard and feels welcome to do so.

We receive comments three ways:

1. During council meetings
2. During council study sessions.
3. Email mayorandcouncil@gigharborwa.gov at any time about any issue. This email goes to the elected officials and leadership at the city.

Public Comment at City Council Meetings

We welcome comment at Council meetings during three specific times: 1) prior to approval of the consent agenda (about the consent agenda); 2) prior to deliberation on each business item and 3) at the end of each business session (about any item that concerns you).

When the mayor calls for public comment, please come to the front of the room (or raise your hand on Zoom). When it's your turn, we'll ask you to tell us your name and connection to the issue you want to discuss. You'll then have a maximum of three minutes to speak.

Unfortunately, this isn't a time for dialogue, but a staff person or councilmember may be available to talk with you at a break or after the meeting.

Additional guidelines

- Anyone making "out of order" comments may be subject to removal from the meeting.
- Please address your remarks to the city council as a body and not to any specific individual.
- Please be courteous and not engage in derogatory remarks or insinuations.
- No demonstrations, including clapping, are allowed.

Email

You are welcome to email the mayor and councilmembers about any issue facing the city by writing to the address above. Do remember that council sets the policy direction while city departments execute those decisions. A series of online reporting tools might help you resolve an issue more quickly, so check them out

too: <https://www.gigharborwa.gov/146/Submit>

AMERICANS WITH DISABILITIES (ADA) ACCOMMODATIONS

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

MINUTES
GIG HARBOR CITY COUNCIL STUDY SESSION
Thursday, September 25, 2025 – 3:00 p.m.
Civic Center Community Rooms or Zoom

CALL TO ORDER / ROLL CALL Mayor Barber called the meeting to order at 3:00 p.m. Councilmembers Coronado, Ekberg, Henderson, Rodenberg, and Woock were present. Councilmember Stone arrived at 3:08 p.m. Councilmember Storset arrived at 3:52 p.m.

DISCUSSION ITEMS

1. **Soundview Drive Pavement Maintenance Traffic Calming Concepts:** Public Works Director Jeff Langhelm, Associate Engineer Steven Demmer, and Andrew Cirillo, consultant from Parametrix, provided proposed traffic calming concepts and requested feedback from council.

Public Comment: Tom Waloteny provided comment.

Council was supportive of a raised median with bike lane.

2. **2025 Fee Schedule Updates:** City Clerk Josh Stecker reviewed the proposed fee schedule updates with council.

Public Comment: none

Council was supportive of the proposed updates.

At 4:00 p.m., council took a five-minute break. Council returned from break at 4:06 p.m.

3. **38th Avenue Dry Sewer Discussion:** Public Works Director Jeff Langhelm and Senior Engineer Stephanie Seibel provided an overview of the dry sewer options for 38th Avenue.

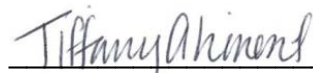
Public Comment: Brent Allen, Mike Paul, and Tom Waloteny provided comment.

Mayor Barber excused herself at 5:02 p.m. MPT Rodenberg took over the facilitation of the meeting.

Council suggested a combination of the proposed options.

4. **Transportation Concurrency Overview and Requirements:** *Due to time constraints, this item was postponed to a future study session.*

ADJOURN The meeting adjourned at 5:14 p.m.



Tiffany Aliment
Assistant City Clerk

MINUTES
GIG HARBOR CITY COUNCIL MEETING
Monday, September 29, 2025 - 5:30 PM
Council Chambers

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

PLEDGE OF ALLEGIANCE

LAND ACKNOWLEDGMENT

CHANGES TO THE AGENDA

PRESENTATIONS

1. **Community Conflict Resolution Day Proclamation**
2. **Recognition of 2025 Flower Basket Watering Volunteers**

PUBLIC COMMENT ON CONSENT AGENDA ITEMS Public Comment was provided by Caitlyn Boss on Ordinance 1549.

CONSENT AGENDA

MOTION: Move to approve the consent agenda (Woock/Ekberg).

VOTE: Unanimously approved.

1. **City Council Minutes: September 8 and September 11, 2025**
2. **Approval of Vouchers: AP Check Numbers 200789 through 200887 and PR Check Numbers 109050 through 109053 and ACH payments in the amount of \$1,029,661.71**
3. **Second Reading of Ordinance 1549 Relating to Impact Fees**

MAYOR'S REPORT Mayor Barber reported on:

- Municipal Court Appreciation Week
- Attending Pierce County Unified Regional Approach to Homelessness meeting
- Displaying purple ribbons for Domestic Violence Awareness month
- YMCA announced complete funding for Phase 1A of the Sports Complex
- Gig Harbor Film Festival
- Korean Chu Seok Festival
- Rally to Beat Breast Cancer
- HOA Fair at the Civic Center on September 30
- Coffee Chat on October 1

- Places Conference in Gig Harbor next week
- Narrows Challenge on October 11

CITY ADMINISTRATOR'S REPORT City Administrator Knutson reported on:

- Utility relocation delays on 38th
- Tiffany Aliment awarded CMC designation
- Cost savings identified for internet and phone services
- New ITS Manager hired
- Sgt. Martineau promoted to Lieutenant on an interim basis.

1. Department Updates

BUSINESS ITEMS

- 1. First Reading of Ordinance 1550 Creating a New Gig Harbor Municipal Code Title 11 Relating to Parks, Docks, and Special Events** Parks Manager Jennifer Haro introduced the ordinance.

PUBLIC COMMENT ON NON-AGENDA ITEMS

COUNCIL REPORTS/ COMMENTS Councilmember Wook reported on Jeni Listens coming up on October 14 and the KGI Watershed annual meeting coming up on October 29.

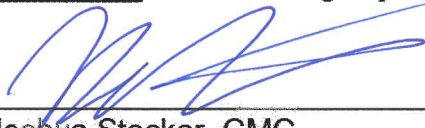
ANNOUNCEMENT OF UPCOMING MEETINGS

1. Upcoming City Meetings

DISCUSSION ITEMS

- 1. Transportation Concurrency Overview and Requirements** City Engineer Aaron Hulst presented an overview of transportation concurrency and responded to questions from council.

ADJOURN The meeting adjourned at 6:58 p.m.


 Joshua Stecker, CMC
 City Clerk



CLAIMS VOUCHER APPROVAL

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

Therefore, AP check numbers 200888 through 200987, PR check numbers 109054 through 109061, and ACH Payments for FY2025 are approved for payment in the amount of \$997,461.99* on the 13th day of October 2025.

JE#	DATE	CHECK NUMBERS	DEPARTMENT	AMOUNT PAID
49 & 50	10/13/25	200888 -200987	ACCOUNTS PAYABLE	577,384.66
	09/19/25	109054 - 109061	PAYROLL BENEFITS	10,073.23
	09/19/25	PR ACH	PAYROLL BENEFITS	327,705.85
	09/19/25	PR ACH	PAYROLL BENEFITS	82,298.25
GRAND TOTAL				997,461.99

City Administrator

Finance Director

Accounts Payable

Computer Check Proof List by Vendor

User: kbrooks@gigharborwa.gov
Printed: 10/09/2025 - 2:28PM
Batch: 50013.10.2025



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 004097	911 Supply Inc			Check Sequence: 1	ACH Enabled: False
INV-2-55429	Uniform-Belt/Dove	58.67	10/13/2025	001-006-521-20-22-00	
INV-2-55631	Uniform-Polo shirts & boots/Dove	309.66	10/13/2025	001-006-521-20-22-00	
INV-2-55632	Uniform-Jumpsuit/Daniel	724.09	10/13/2025	001-006-521-20-22-00	
	Check Total:	1,092.42			
Vendor: 001281	Active Construction Inc			Check Sequence: 2	ACH Enabled: False
PP#13	CSP-2003 Burnham Drive Improv Phase 1A PP#	69,582.32	10/13/2025	102-018-595-30-63-99	
	Check Total:	69,582.32			
Vendor: 000673	AgriShop Inc			Check Sequence: 3	ACH Enabled: False
253533/2	Chain loop (8) - Chains for Chainsaw	56.23	10/13/2025	411-046-531-80-31-00	
253533/2	Chain loop (8) - Chains for Chainsaw	56.23	10/13/2025	101-017-542-30-31-00	
253533/2	Chain loop (8) - Chains for Chainsaw	56.23	10/13/2025	401-020-534-11-31-00	
253533/2	Chain loop (8) - Chains for Chainsaw	56.23	10/13/2025	001-015-576-80-31-00	
	Check Total:	224.92			
Vendor: 004028	Alert360 - Seattle			Check Sequence: 4	ACH Enabled: False
47718266	Video Monitoring-Tanks & Wells-City Park/AUC	110.19	10/13/2025	401-020-534-51-41-00	
48000434	Video Monitoring-Tanks & Wells-City Park/SEP	110.19	10/13/2025	401-020-534-51-41-00	
	Check Total:	220.38			
Vendor: 004039	Anatek Labs Inc.			Check Sequence: 5	ACH Enabled: False
2524137	PFAS Water Sampling Testing/Proj UCMR5 SE3	2,640.00	10/13/2025	401-020-534-52-41-00	
	Check Total:	2,640.00			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 001495 25048	APSCO LLC Filters-front pre-fill(50), rear pre-fill(36)(12), fre	2,347.96	10/13/2025	Check Sequence: 6 402-021-535-52-31-00	ACH Enabled: False
	Check Total:	2,347.96			
Vendor: 004153 INV72246	Arkance USA LLC BlueBeam Revu to Complete Annl Renwl SEPT.	283.66	10/13/2025	Check Sequence: 7 401-020-534-12-45-00	ACH Enabled: False
INV72246	BlueBeam Revu to Complete Annl Renwl SEPT.	283.66	10/13/2025	101-017-543-30-45-00	
INV72246	BlueBeam Revu to Complete Annl Renwl SEPT.	1,418.30	10/13/2025	001-014-558-60-45-00	
INV72246	BlueBeam Revu to Complete Annl Renwl SEPT.	283.66	10/13/2025	001-015-576-80-45-00	
INV72246	BlueBeam Revu to Complete Annl Renwl SEPT.	1,418.30	10/13/2025	001-014-558-50-45-00	
INV72246	BlueBeam Revu to Complete Annl Renwl SEPT.	283.66	10/13/2025	411-046-531-80-45-00	
INV72246	BlueBeam Revu to Complete Annl Renwl SEPT.	283.66	10/13/2025	402-021-535-12-45-00	
	Check Total:	4,254.90			
Vendor: 003381 INUS369115	Axon Enterprise Inc Lease Renewed for Taser 7 Bundle/Patrol	2,993.70	10/13/2025	Check Sequence: 8 001-006-521-20-35-00	ACH Enabled: False
	Check Total:	2,993.70			
Vendor: 004121 102799130	Baker Tilly Advisory Group Parent, LP ITS Staffing Assessment - PP#4 AUGUST 2025	4,000.00	10/13/2025	Check Sequence: 9 001-004-518-10-41-00	ACH Enabled: False
	Check Total:	4,000.00			
Vendor: 002464 08292025	Brady Trucking Company Inc Delivery of End Dump Trail #3022	1,000.00	10/13/2025	Check Sequence: 10 402-021-535-83-49-00	ACH Enabled: False
	Check Total:	1,000.00			
Vendor: 003891 3SA134xA134	Bud Clary Ford/Hyundai 2025 Ford F-150 TAG#03240/GHPD	55,788.06	10/13/2025	Check Sequence: 11 001-006-594-21-64-22	ACH Enabled: False
	Check Total:	55,788.06			
Vendor: 003997 571170	Butler Apparel Marketing LLC Wkwear-Pkt T (2), Sun T (2), Polo, SwtShrt, Jkt/	138.26	10/13/2025	Check Sequence: 12 101-017-542-30-22-00	ACH Enabled: False
571170	Wkwear-Pkt T (2), Sun T (2), Polo, SwtShrt, Jkt/	138.25	10/13/2025	411-046-531-80-22-00	
571170	Wkwear-Pkt T (2), Sun T (2), Polo, SwtShrt, Jkt/	138.25	10/13/2025	401-020-534-11-22-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
571170	Wkwear-Pkt T (2), Sun T (2), Polo, SwtShrt, Jkt/	138.26	10/13/2025	001-015-576-80-22-00	
571180	Wkwear-Hat & Jacket/Dummit	56.54	10/13/2025	411-046-531-80-22-00	
571180	Wkwear-Hat & Jacket/Dummit	56.53	10/13/2025	001-015-576-80-22-00	
571180	Wkwear-Hat & Jacket/Dummit	56.53	10/13/2025	101-017-542-30-22-00	
571180	Wkwear-Hat & Jacket/Dummit	56.54	10/13/2025	401-020-534-11-22-00	
571197	Wkwear-SunT, Polo, Hoodie, Hat/Czuleger	49.63	10/13/2025	101-017-542-30-22-00	
571197	Wkwear-SunT, Polo, Hoodie, Hat/Czuleger	49.62	10/13/2025	411-046-531-80-22-00	
571197	Wkwear-SunT, Polo, Hoodie, Hat/Czuleger	49.63	10/13/2025	001-015-576-80-22-00	
571197	Wkwear-SunT, Polo, Hoodie, Hat/Czuleger	49.63	10/13/2025	401-020-534-11-22-00	
571206	Wkwear-Polo(2),Pkt T(6), Swt Shirt(3)/Flanigan	189.86	10/13/2025	101-017-542-30-22-00	
571206	Wkwear-Polo(2),Pkt T(6), Swt Shirt(3)/Flanigan	189.86	10/13/2025	001-015-576-80-22-00	
571206	Wkwear-Polo(2),Pkt T(6), Swt Shirt(3)/Flanigan	189.85	10/13/2025	401-020-534-11-22-00	
571206	Wkwear-Polo(2),Pkt T(6), Swt Shirt(3)/Flanigan	189.85	10/13/2025	411-046-531-80-22-00	
571207	Wkwear-Polo & Zip Hoodie/Bright	32.45	10/13/2025	411-046-531-80-22-00	
571207	Wkwear-Polo & Zip Hoodie/Bright	32.46	10/13/2025	401-020-534-11-22-00	
571207	Wkwear-Polo & Zip Hoodie/Bright	32.45	10/13/2025	101-017-542-30-22-00	
571207	Wkwear-Polo & Zip Hoodie/Bright	32.45	10/13/2025	001-015-576-80-22-00	
	Check Total:	1,866.90			
Vendor: 002557	Carollo Engineers Inc			Check Sequence: 13	ACH Enabled: False
FB71234	CPP-2314 WWTP Digester Upgrades PP#21 AU	3,381.25	10/13/2025	410-022-594-35-65-80	
FB71942	CWP-2306 Well#9 Development & Water Rights	6,124.88	10/13/2025	420-026-594-34-63-99	
	Check Total:	9,506.13			
Vendor: 000787	CenturyLink			Check Sequence: 14	ACH Enabled: False
19411139-S-25258	T-1 & Fractal Line Serv PW Shop-WWTP/SEPT	6.89	10/13/2025	401-020-534-12-42-00	
19411139-S-25258	T-1 & Fractal Line Serv PW Shop-WWTP/SEPT	6.89	10/13/2025	101-017-543-30-42-00	
19411139-S-25258	T-1 & Fractal Line Serv PW Shop-WWTP/SEPT	27.55	10/13/2025	402-021-535-12-42-00	
19411139-S-25258	T-1 & Fractal Line Serv PW Shop-WWTP/SEPT	6.89	10/13/2025	001-015-576-80-42-00	
19411139-S-25258	T-1 & Fractal Line Serv PW Shop-WWTP/SEPT	6.88	10/13/2025	411-046-531-80-42-00	
	Check Total:	55.10			
Vendor: 003501	CenturyLink			Check Sequence: 15	ACH Enabled: False
748742867	Internet Connect-ACCT#89459471-ALL DEPTS	772.70	10/13/2025	402-021-535-12-42-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
748742867	Internet Connect-ACCT#89459471-ALL DEPTS	353.23	10/13/2025	001-006-521-20-42-00	
748742867	Internet Connect-ACCT#89459471-ALL DEPTS	70.65	10/13/2025	001-003-512-50-42-00	
748742867	Internet Connect-ACCT#89459471-ALL DEPTS	141.29	10/13/2025	001-015-576-80-42-00	
748742867	Internet Connect-ACCT#89459471-ALL DEPTS	52.99	10/13/2025	001-004-518-88-42-00	
748742867	Internet Connect-ACCT#89459471-ALL DEPTS	463.62	10/13/2025	411-046-531-80-42-00	
748742867	Internet Connect-ACCT#89459471-ALL DEPTS	70.65	10/13/2025	001-004-513-10-42-00	
748742867	Internet Connect-ACCT#89459471-ALL DEPTS	97.14	10/13/2025	001-014-558-50-42-00	
748742867	Internet Connect-ACCT#89459471-ALL DEPTS	97.14	10/13/2025	001-014-558-60-42-00	
748742867	Internet Connect-ACCT#89459471-ALL DEPTS	695.43	10/13/2025	401-020-534-12-42-00	
748742867	Internet Connect-ACCT#89459471-ALL DEPTS	695.43	10/13/2025	101-017-543-30-42-00	
748742867	Internet Connect-ACCT#89459471-ALL DEPTS	123.63	10/13/2025	001-004-514-23-42-00	
748742867	Internet Connect-ACCT#89459471-ALL DEPTS	88.31	10/13/2025	001-004-518-10-42-00	
748742867	Internet Connect-ACCT#89459471-ALL DEPTS	35.32	10/13/2025	001-016-518-30-42-00	
748742867	Internet Connect-ACCT#89459471-ALL DEPTS	105.97	10/13/2025	001-006-521-10-42-00	
	Check Total:	3,863.50			
Vendor: 002900	Cintas Corporation #461			Check Sequence: 16	ACH Enabled: False
4242334797	Uniforms, Coveralls, Bag, Mat, Scrub-Clean Ser	221.25	10/13/2025	402-021-535-52-41-00	
4242334797	Uniforms, Coveralls, Bag, Mat, Scrub-Clean Ser	221.24	10/13/2025	402-021-535-83-41-00	
4243103992	Uniforms, Coveralls, Bag, Mat, Scrub-Clean Ser	221.24	10/13/2025	402-021-535-83-41-00	
4243103992	Uniforms, Coveralls, Bag, Mat, Scrub-Clean Ser	221.25	10/13/2025	402-021-535-52-41-00	
4243883608	Uniforms, Coveralls, Bag, Mat, Scrub-Clean Ser	221.25	10/13/2025	402-021-535-52-41-00	
4243883608	Uniforms, Coveralls, Bag, Mat, Scrub-Clean Ser	221.24	10/13/2025	402-021-535-83-41-00	
	Check Total:	1,327.47			
Vendor: 000942	City of Gig Harbor			Check Sequence: 17	ACH Enabled: False
UtilAPP-CSP2003	CSP-2003 Burnham Dr ½ Width Imp Utilities Se	12,758.00	10/13/2025	412-047-594-31-63-13	
	Check Total:	12,758.00			
Vendor: 002108	City of Port Orchard			Check Sequence: 18	ACH Enabled: False
INV02249	Decant Usage: 1 ton vactor waste disposal AUG	250.00	10/13/2025	401-020-534-52-31-00	
	Check Total:	250.00			
Vendor: 003274	City of Sunnyside			Check Sequence: 19	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
16480	Inmate Days Served-Sunnyside Jail AUG 2025	1,389.15	10/13/2025	001-006-521-10-41-00	
	Check Total:	1,389.15			
Vendor: UB*01591	CITY OF TACOMA - TPU			Check Sequence: 20	ACH Enabled: False
Re-IssCk105738	Refund Check 013462-014, XXXX BURNHAM	13.88	04/08/2024	001-000-213-10-00-00	
Re-IssCk105738	Refund Check 013462-014, XXXX BURNHAM	277.52	04/08/2024	411-000-213-10-00-00	
Re-IssCk105738	Refund Check 013462-014, XXXX BURNHAM	4.87	04/08/2024	411-000-213-10-00-00	
Re-IssCk105738	Refund Check 013462-014, XXXX BURNHAM	0.63	04/08/2024	411-000-213-10-00-00	
	Check Total:	296.90			
Vendor: UB*01592	CITY OF TACOMA - TPU			Check Sequence: 21	ACH Enabled: False
Re-IssCk105739	Refund Check 013462-008, XXXX KAUPPILA	88.88	04/08/2024	411-000-213-10-00-00	
Re-IssCk105739	Refund Check 013462-008, XXXX KAUPPILA	0.94	04/08/2024	411-000-213-10-00-00	
	Check Total:	89.82			
Vendor: 003583	CLASSY CHASSIS - GH Kimball			Check Sequence: 22	ACH Enabled: False
GH1251	Car Wash for Detective VEH#7093-05 AUG 202	21.00	10/13/2025	001-006-521-20-48-00	
	Check Total:	21.00			
Vendor: 004018	Comcast Business			Check Sequence: 23	ACH Enabled: False
0903170	Security Cameras Acct#8498 36 009 0903170/Je	179.11	10/13/2025	001-015-576-80-42-00	
0994201	SCADA-Acct#8498 36 010 0994201/PW Ops O	323.02	10/13/2025	401-020-534-12-42-00	
250704016	Internet-Sports Complex #962869007/10660 Hai	462.11	10/13/2025	001-015-576-80-42-00	
	Check Total:	964.24			
Vendor: 003729	Commercial Driver School			Check Sequence: 24	ACH Enabled: False
33141	Training-CDL Class A/WWTP Travis Fisher 10.2	6,245.00	10/13/2025	402-021-535-83-49-10	
	Check Total:	6,245.00			
Vendor: 003928	Consensus Cloud Solutions LLC			Check Sequence: 25	ACH Enabled: False
5638894	E-Fax: Electronic Faxing Service/HR AUG 2025	43.62	10/13/2025	001-004-518-10-42-00	
	Check Total:	43.62			
Vendor: 000171	Databar Inc			Check Sequence: 26	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
272370	Cyle 003 Printing, Mailing, Viewing (228 pcs) A	216.63	10/13/2025	402-021-535-72-42-00	
272370	Cyle 003 Printing, Mailing, Viewing (228 pcs) A	54.16	10/13/2025	411-046-531-80-42-00	
272421	6040-826 Online Bill Pay Postcards, Stay Conn I	1,244.91	10/13/2025	401-020-534-72-42-00	
272421	6040-826 Online Bill Pay Postcards, Stay Conn I	1,556.14	10/13/2025	402-021-535-72-42-00	
272421	6040-826 Online Bill Pay Postcards, Stay Conn I	311.23	10/13/2025	411-046-531-80-42-00	
	Check Total:	3,383.07			
Vendor: 000173	David Evans and Associates, Inc.			Check Sequence: 27	ACH Enabled: False
599790	CSP-2003 Burnham Dr & Hrbrvw ½ Width Rdw	5,840.28	10/13/2025	412-047-594-31-63-13	
599790	CSP-2003 Burnham Dr & Hrbrvw ½ Width Rdw	5,840.27	10/13/2025	102-018-595-30-63-99	
	Check Total:	11,680.55			
Vendor: 000371	Dept of Licensing Firearms Dep			Check Sequence: 28	ACH Enabled: False
CR#468053	CPL: GHP001784 - Renewal	18.00	10/13/2025	001-000-237-20-00-00	
CR#468939	CPL: GHP001785 - Renewal	18.00	10/13/2025	001-000-237-20-00-00	
CR#469134	CPL: GHP001786 - Original	18.00	10/13/2025	001-000-237-20-00-00	
CR#469134	CPL: GHP001787 - Original	18.00	10/13/2025	001-000-237-20-00-00	
CR#469171	CPL: GHP001788 - Late Renewal	21.00	10/13/2025	001-000-237-20-00-00	
CR#469173	CPL: GHP001789 - Original	18.00	10/13/2025	001-000-237-20-00-00	
CR#469275	CPL: GHP001790 - Renewal	18.00	10/13/2025	001-000-237-20-00-00	
	Check Total:	129.00			
Vendor: 004078	DS Services of America, Inc.			Check Sequence: 29	ACH Enabled: False
24709796091025	Mountain Mist 1.0 Gal Distilled Water 6-Pk (7) v	83.92	10/13/2025	402-021-535-83-31-00	
	Check Total:	83.92			
Vendor: 001951	Eagle Tire & Automotive			Check Sequence: 30	ACH Enabled: False
213626	New Tires VEH#7087-41	848.43	10/13/2025	001-006-521-20-31-00	
213867	New Tires VEH#7094-06	609.29	10/13/2025	001-006-521-20-31-00	
213951	New Tires VEH#1091	632.89	10/13/2025	101-017-542-90-31-00	
213961	Tire repair VEH#7092-859	28.37	10/13/2025	001-006-521-20-48-00	
	Check Total:	2,118.98			
Vendor: 004144	Enterprise FM Trust			Check Sequence: 31	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
423105A-100325	Veh.Lease 28RFB Ford F350 VEH#1146/OCT	303.02	10/13/2025	001-015-594-76-64-00	
423105A-100325	Veh.Lease 28PSFP Ford F15 VEH#1141/OCT 20	241.90	10/13/2025	411-046-594-31-64-00	
423105A-100325	Veh.Lease 28PSG9 Ford E-TR VEH#1139/OCT	306.59	10/13/2025	001-015-594-76-64-00	
423105A-100325	Veh.Lease 28PSFM Ford F15 VEH#1140/OCT 2	241.89	10/13/2025	101-017-594-44-64-00	
423105A-100325	Veh.Lease 28PSFB Ford F15 VEH#1145/OCT 20	232.58	10/13/2025	401-020-594-34-64-00	
423105A-100325	Veh.Lease 28PSFG7 RAM 1500 VEH#1133/OCT	204.51	10/13/2025	401-020-594-34-64-00	
423105A-100325	Veh.Lease 28PSFG Ford F15 VEH#1135/OCT 20	241.89	10/13/2025	401-020-594-34-64-00	
423105A-100325	Veh.Lease 28PSG9 Ford E-TR VEH#1139/OCT	306.59	10/13/2025	401-020-594-34-64-00	
423105A-100325	Veh.Lease 28PSFG Ford F15 VEH#1135/OCT 20	241.89	10/13/2025	101-017-594-44-64-00	
423105A-100325	Veh.Lease 28PSFB Ford F15 VEH#1145/OCT 20	232.59	10/13/2025	402-021-594-35-64-00	
423105A-100325	Veh.Lease 28PSBL Ford F15 VEH#1143/OCT 20	276.51	10/13/2025	101-017-594-44-64-00	
423105A-100325	Veh.Lease 28PSBL Ford F15 VEH#1143/OCT 20	276.51	10/13/2025	401-020-594-34-64-00	
423105A-100325	Veh.Lease 28PSFP Ford F15 VEH#1141/OCT 20	241.89	10/13/2025	401-020-594-34-64-00	
423105A-100325	Veh.Lease 28RFB Ford F350 VEH#1146/OCT	303.01	10/13/2025	411-046-594-31-64-00	
423105A-100325	Veh.Lease 28PSFG Ford F15 VEH#1135/OCT 20	241.90	10/13/2025	411-046-594-31-64-00	
423105A-100325	Veh.Lease 28PSBJ Ford F15 VEH#3026/OCT 20	1,106.03	10/13/2025	402-021-594-35-64-00	
423105A-100325	Veh.Lease 28PSFG7 RAM 1500 VEH#1133/OCT	204.50	10/13/2025	101-017-594-44-64-00	
423105A-100325	Veh.Lease 28PSFP Ford F15 VEH#1141/OCT 20	241.89	10/13/2025	001-015-594-76-64-00	
423105A-100325	Veh.Lease 28PSFD Ford F15 VEH#1144/OCT 20	241.89	10/13/2025	101-017-594-44-64-00	
423105A-100325	Veh.Lease 28PSFM Ford F15 VEH#1140/OCT 2	241.90	10/13/2025	411-046-594-31-64-00	
423105A-100325	Veh.Lease 28PSFM Ford F15 VEH#1140/OCT 2	241.89	10/13/2025	401-020-594-34-64-00	
423105A-100325	Veh.Lease 28PSFD Ford F15 VEH#1144/OCT 20	241.89	10/13/2025	401-020-594-34-64-00	
423105A-100325	Veh.Lease 28PFZK 2025 Chev Blazer VEH#113	194.39	10/13/2025	101-017-594-44-64-00	
423105A-100325	Veh.Lease 28PSBL Ford F15 VEH#1143/OCT 20	276.51	10/13/2025	001-015-594-76-64-00	
423105A-100325	Veh.Lease 28PSG9 Ford E-TR VEH#1139/OCT	306.59	10/13/2025	101-017-594-44-64-00	
423105A-100325	Veh.Lease 28PFZK 2025 Chev Blazer VEH#113	194.39	10/13/2025	401-020-594-34-64-00	
423105A-100325	Veh.Lease 28PSFG7 RAM 1500 VEH#1133/OCT	204.51	10/13/2025	411-046-594-31-64-00	
423105A-100325	Veh.Lease 28PFZK 2025 Chev Blazer VEH#113	194.40	10/13/2025	411-046-594-31-64-00	
423105A-100325	Veh.Lease 28PSFP Ford F15 VEH#1141/OCT 20	241.89	10/13/2025	101-017-594-44-64-00	
423105A-100325	Veh.Lease 28PFZK 2025 Chev Blazer VEH#113	194.40	10/13/2025	402-021-594-35-64-00	
423105A-100325	Veh.Lease 28PSFB Ford F15 VEH#1145/OCT 20	232.59	10/13/2025	411-046-594-31-64-00	
423105A-100325	Veh.Lease 28RFB Ford F350 VEH#1146/OCT	303.01	10/13/2025	401-020-594-34-64-00	
423105A-100325	Veh.Lease 28PSG9 Ford E-TR VEH#1139/OCT	306.58	10/13/2025	411-046-594-31-64-00	
423105A-100325	Veh.Lease 28PSFG Ford F15 VEH#1135/OCT 20	241.89	10/13/2025	001-015-594-76-64-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
423105A-100325	Veh.Lease 28PSFN Ford F15 VEH#4018/OCT 2	967.57	10/13/2025	001-014-594-58-64-00	
423105A-100325	Veh.Lease 28PSFB Ford F15 VEH#1145/OCT 20	232.58	10/13/2025	101-017-594-44-64-00	
423105A-100325	Veh.Lease 28PSFB Ford F15 VEH#1145/OCT 20	232.58	10/13/2025	001-015-594-76-64-00	
423105A-100325	Veh.Lease 28RFB Ford F350 VEH#1146/OCT 20	303.02	10/13/2025	101-017-594-44-64-00	
423105A-100325	Veh.Lease 28PFZK 2025 Chev Blazer VEH#113	194.39	10/13/2025	001-015-594-76-64-00	
423105A-100325	Veh.Lease 28PSFD Ford F15 VEH#1144/OCT 20	241.89	10/13/2025	001-015-594-76-64-00	
423105A-100325	Veh.Lease 28PSFG7 RAM 1500 VEH#1133/OCT 20	204.50	10/13/2025	001-015-594-76-64-00	
423105A-100325	Veh.Lease 28PSFD Ford F15 VEH#1144/OCT 20	241.90	10/13/2025	411-046-594-31-64-00	
423105A-100325	Veh.Lease 28PSFM Ford F15 VEH#1140/OCT 20	241.89	10/13/2025	001-015-594-76-64-00	
423105A-100325	Veh.Lease 28PSBL Ford F15 VEH#1143/OCT 20	276.50	10/13/2025	411-046-594-31-64-00	
	Check Total:	12,441.23			
Vendor: 004027	Facet Inc			Check Sequence: 32	ACH Enabled: False
0060637	CPP-2204 GH Commercial Fishing Homeport Pl	693.75	10/13/2025	109-015-594-76-63-38	
0061257	CPP-2204 GH Commercial Fishing Homeport Pl	487.25	10/13/2025	109-015-594-76-63-38	
0061990	CPP-2204 GH Commercial Fishing Homeport Pl	846.50	10/13/2025	109-015-594-76-63-38	
0062949	CPP-2204 GH Commercial Fishing Homeport Pl	633.00	10/13/2025	109-015-594-76-63-38	
0063320	CPP-2204 GH Commercial Fishing Homeport Pl	3,560.50	10/13/2025	109-015-594-76-63-38	
0064122	CPP-2204 GH Commercial Fishing Homeport Pl	3,968.25	10/13/2025	109-015-594-76-63-38	
0064959	CPP-2204 GH Commercial Fishing Homeport Pl	7,555.00	10/13/2025	109-015-594-76-63-38	
0065425	CPP-2204 GH Commercial Fishing Homeport Pl	5,349.00	10/13/2025	109-015-594-76-63-38	
	Check Total:	23,093.25			
Vendor: 003942	GCP WW HOLDCO LLC			Check Sequence: 33	ACH Enabled: False
INV2020005744	Uniform-Pants (2) Gonzo Tello	31.93	10/13/2025	411-046-531-80-22-00	
INV2020005744	Uniform-Pants (2) Gonzo Tello	31.94	10/13/2025	001-015-576-80-22-00	
INV2020005744	Uniform-Pants (2) Gonzo Tello	31.94	10/13/2025	101-017-542-30-22-00	
INV2020005744	Uniform-Pants (2) Gonzo Tello	31.93	10/13/2025	401-020-534-11-22-00	
INV2070009958	Uniform-HV C3 WP Rain Jkt, HV WP Shell Pan	287.86	10/13/2025	402-021-535-83-22-00	
INV2070009959	Uniform-HV C3 WP Rain Jkt, HV WP Shell Pan	287.86	10/13/2025	402-021-535-83-22-00	
	Check Total:	703.46			
Vendor: 000916	Gig Harbor Auto Body Inc			Check Sequence: 34	ACH Enabled: False
47760	Repairs to VEH #7089-56	3,185.80	10/13/2025	001-006-521-20-48-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	3,185.80			
Vendor: 003182	GLISSON LAW			Check Sequence: 35	ACH Enabled: False
09/2025	Prosecution Services/SEPTEMBER 2025	14,500.00	10/13/2025	001-004-515-30-41-10	
	Check Total:	14,500.00			
Vendor: 000283	Grainger Inc			Check Sequence: 36	ACH Enabled: False
9624670429	Safety-Resp ½ Mask(3), Cartridge Filters (6)/W\	206.92	10/13/2025	402-021-535-83-22-00	
9624670429	Safety-Resp ½ Mask(3), Cartridge Filters (6)/W\	206.93	10/13/2025	402-021-535-52-22-00	
9641608113	HVAC air filters (6)/Civic Center	283.94	10/13/2025	001-016-518-30-31-00	
	Check Total:	697.79			
Vendor: 000271	Gray & Osborne Inc			Check Sequence: 37	ACH Enabled: False
11	CIP-2405 PW Ops Decant Facility PP#11 AUG 2	12,379.35	10/13/2025	121-016-594-18-62-09	
	Check Total:	12,379.35			
Vendor: 002372	GRETTE ASSOCIATES LLC			Check Sequence: 38	ACH Enabled: False
0057314	Critical Areas Ordinance Upd-Proj#003353-003.0	3,307.50	10/13/2025	001-014-558-60-41-00	
	Check Total:	3,307.50			
Vendor: 004055	HansellTierney			Check Sequence: 39	ACH Enabled: False
2026866	Michael McAlexander Wages 04.14.2025 - 04.27	6,385.60	10/13/2025	001-004-518-88-41-00	
	Check Total:	6,385.60			
Vendor: 003678	HARBOR ENGRAVING			Check Sequence: 40	ACH Enabled: False
21912	Nametag-Civil Service Commission	13.58	10/13/2025	001-004-513-10-31-00	
21920	Nametag & Plate/Planning Commissioner	26.67	10/13/2025	001-014-558-60-31-00	
	Check Total:	40.25			
Vendor: 004040	HD Supply Formerly Home Depot Pro			Check Sequence: 41	ACH Enabled: False
892857905	Liners, bath tissue, papertowels	832.96	10/13/2025	001-015-576-80-31-00	
894563832	Toilet tissue, covers, ppr towels, liners	968.42	10/13/2025	001-015-576-80-31-00	
	Check Total:	1,801.38			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 000295	Hemleys Septic Tank Cleaning Inc			Check Sequence: 42	ACH Enabled: False
I3723	Sani can rental - Crescent Creek (handicap/waive	350.00	10/13/2025	001-015-576-80-45-00	
I3724	Sani can rental - Skansie House SEPT 2025	175.00	10/13/2025	001-015-576-80-45-00	
I3725	Sani can rental - Skate Park SEPT 2025	175.00	10/13/2025	001-015-576-80-45-00	
	Check Total:	700.00			
Vendor: 002236	Hough Beck & Baird Inc			Check Sequence: 43	ACH Enabled: False
17044	CPP-1925 Crescent Creek Pk Mstr Plan & Desig	8,939.95	10/13/2025	109-015-594-76-63-15	
	Check Total:	8,939.95			
Vendor: 003449	Idexx Distribution Inc			Check Sequence: 44	ACH Enabled: False
3182918787	Colilert-18, WQT2K Quanti0Tray, WP1001 Irra	1,684.75	10/13/2025	402-021-535-83-31-00	
	Check Total:	1,684.75			
Vendor: 001559	Judicial Conference Registrar			Check Sequence: 45	ACH Enabled: False
CLJ2025-BB	Judicial Line Staff Conf-Blinkinsop 11.02-04.20	80.00	10/13/2025	001-003-512-50-49-10	
CLJ2025-BS	Judicial Line Staff Conf-B.Scott11.02-04.2025 C	80.00	10/13/2025	001-003-512-50-49-10	
CLJ2025-KP	Judicial Line Staff Conf-K.Palmore11.02-04.202	40.00	10/13/2025	001-003-512-50-49-10	
	Check Total:	200.00			
Vendor: TKalland	Kallander, David			Check Sequence: 46	ACH Enabled: False
CR#00469969	REFUND-Mechanical Permit Fee MP-25-0143	60.00	10/13/2025	001-000-345-83-00-00	
	Check Total:	60.00			
Vendor: 001630	Keco Inc			Check Sequence: 47	ACH Enabled: False
51515	Flange,Elbow&Union Sub Asmbly, Flange Gskt/	329.50	10/13/2025	402-021-535-52-31-00	
	Check Total:	329.50			
Vendor: 003619	Kennedy/Jenks Consultants			Check Sequence: 48	ACH Enabled: False
182964	CSSP-2309 LS#1A PP#19 MAY-AUG 2025	7,548.46	10/13/2025	410-022-594-35-65-82	
	Check Total:	7,548.46			
Vendor: 003947	KINTANAR LAW			Check Sequence: 49	ACH Enabled: False
21	Public Defender Services/SEPT 2025	11,250.00	10/13/2025	001-004-515-30-41-10	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	11,250.00			
Vendor: 002078	Kitsap County Corrections Ctr			Check Sequence: 50	ACH Enabled: False
25000251	Kitsap County Jail Housing AUG 2025	21,458.67	10/13/2025	001-006-521-10-41-00	
	Check Total:	21,458.67			
Vendor: 002226	KPFF Consulting Engineers Inc			Check Sequence: 51	ACH Enabled: False
582827	CSP-2206 38th Ave Improv Proj PH 2 PP#38 AL	576.41	10/13/2025	102-018-595-30-63-31	
	Check Total:	576.41			
Vendor: 002540	LEXIPOL LLC			Check Sequence: 52	ACH Enabled: False
INVLEX11256525	Lexipol Knowledge Syst-Annual Law Enforcem	5,479.70	10/13/2025	001-006-521-10-41-00	
	Check Total:	5,479.70			
Vendor: 001892	LexisNexis Risk Solutions			Check Sequence: 53	ACH Enabled: False
1100031501	Internet Investigation Fee/Phone Searches SEPT	37.50	10/13/2025	001-006-521-20-41-00	
1100046753	Internet Investigation Fee/Phone Searches OCT 2	53.26	10/13/2025	001-006-521-20-41-00	
1100060721	Internet Investigation Fee/Phone Searches NOV	59.79	10/13/2025	001-006-521-20-41-00	
1100074915	Internet Investigation Fee/Phone Searches DEC	44.57	10/13/2025	001-006-521-20-41-00	
1100086034	Internet Investigation Fee/Phone Searches JAN 2	61.96	10/13/2025	001-006-521-20-41-00	
1100099683	Internet Investigation Fee/Phone Searches FEB 2	57.61	10/13/2025	001-006-521-20-41-00	
1100121613	Internet Investigation Fee/Phone Searches MAR	45.11	10/13/2025	001-006-521-20-41-00	
1100132447	Internet Investigation Fee/Phone Searches APRIL	41.85	10/13/2025	001-006-521-20-41-00	
1100150994	Internet Investigation Fee/Phone Searches MAY	36.96	10/13/2025	001-006-521-20-41-00	
1100162035	Internet Investigation Fee/Phone Searches JUNE	36.96	10/13/2025	001-006-521-20-41-00	
121690420231031	Internet Investigation Fee OCT 2023	32.61	10/13/2025	001-006-521-20-41-00	
121690420231130	Internet Investigation Fee NOV 2023	32.61	10/13/2025	001-006-521-20-41-00	
121690420231231	Internet Investigation Fee/Phone Searches DEC	33.15	10/13/2025	001-006-521-20-41-00	
121690420240131	Internet Investigation Fee/Phone Searches JAN 2	36.41	10/13/2025	001-006-521-20-41-00	
121690420240229	Internet Investigation Fee/Phone Searches FEB 2	34.78	10/13/2025	001-006-521-20-41-00	
121690420240331	Internet Investigation Fee/Phone Searches MAR	34.78	10/13/2025	001-006-521-20-41-00	
121690420240430	Internet Investigation Fee/Phone Searches APRIL	34.78	10/13/2025	001-006-521-20-41-00	
121690420240531	Internet Investigation Fee/Phone Searches MAY	35.33	10/13/2025	001-006-521-20-41-00	
121690420240630	Internet Investigation Fee/Phone Searches JUNE	63.59	10/13/2025	001-006-521-20-41-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
121690420240731	Internet Investigation Fee/Phone Searches JULY	42.94	10/13/2025	001-006-521-20-41-00	
121690420240831	Internet Investigation Fee/Phone Searches AUG	41.31	10/13/2025	001-006-521-20-41-00	
	Check Total:	897.86			
Vendor: 004155	Matrix Consulting Group, LTD			Check Sequence: 54	ACH Enabled: False
1	2025 Operational Staffing Survey Proj#1685-25	2,393.80	10/13/2025	402-021-535-12-41-00	
1	2025 Operational Staffing Survey Proj#1685-25	2,393.80	10/13/2025	401-020-534-11-41-00	
1	2025 Operational Staffing Survey Proj#1685-25	2,393.80	10/13/2025	001-015-576-80-41-00	
1	2025 Operational Staffing Survey Proj#1685-25	2,393.80	10/13/2025	101-017-542-30-41-00	
1	2025 Operational Staffing Survey Proj#1685-25	2,393.80	10/13/2025	411-046-531-11-41-00	
2	2025 Operational Staffing Survey Proj#1685-25	2,979.00	10/13/2025	402-021-535-12-41-00	
2	2025 Operational Staffing Survey Proj#1685-25	2,979.00	10/13/2025	001-015-576-80-41-00	
2	2025 Operational Staffing Survey Proj#1685-25	2,979.00	10/13/2025	411-046-531-11-41-00	
2	2025 Operational Staffing Survey Proj#1685-25	2,979.00	10/13/2025	101-017-542-30-41-00	
2	2025 Operational Staffing Survey Proj#1685-25	2,979.00	10/13/2025	401-020-534-11-41-00	
3	2025 Operational Staffing Survey Proj#1685-25	2,056.00	10/13/2025	402-021-535-12-41-00	
3	2025 Operational Staffing Survey Proj#1685-25	2,056.00	10/13/2025	101-017-542-30-41-00	
3	2025 Operational Staffing Survey Proj#1685-25	2,056.00	10/13/2025	401-020-534-11-41-00	
3	2025 Operational Staffing Survey Proj#1685-25	2,056.00	10/13/2025	411-046-531-11-41-00	
3	2025 Operational Staffing Survey Proj#1685-25	2,056.00	10/13/2025	001-015-576-80-41-00	
	Check Total:	37,144.00			
Vendor: 001940	MBSquared Inc			Check Sequence: 55	ACH Enabled: False
49631	Temp Staff C. Harper -Week of 09.01.2025	1,244.16	10/13/2025	001-004-518-10-41-00	
49656	Temp Staff C. Harper -Week of 09.08.2025	1,091.75	10/13/2025	001-004-518-10-41-00	
49677	Temp Staff C. Harper -Week of 09.15.2025	1,091.75	10/13/2025	001-004-518-10-41-00	
	Check Total:	3,427.66			
Vendor: 000405	MINUTEMAN PRESS			Check Sequence: 56	ACH Enabled: False
3896	Business Cards (500) Brian Barber/PD	89.84	10/13/2025	001-006-521-20-31-00	
3918	Banners (2) 24x72 Employee Appreciation	133.40	10/13/2025	001-004-518-10-31-20	
	Check Total:	223.24			
Vendor: 004149	Moldovan-Amaral, Christina			Check Sequence: 57	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
250910	Romanian Interpreting Services 09.10.2025	150.00	10/13/2025	001-003-512-50-41-05	
	Check Total:	150.00			
Vendor: 000437	National Safety Inc			Check Sequence: 58	ACH Enabled: False
0768770-IN	Gas Monitor Calibration RKI 4-gas 58L 50% LE	120.01	10/13/2025	402-021-535-52-31-00	
0768770-IN	Gas Monitor Calibration RKI 4-gas 58L 50% LE	120.01	10/13/2025	402-021-535-83-31-00	
	Check Total:	240.02			
Vendor: 000937	North Coast Electric Company			Check Sequence: 59	ACH Enabled: False
SO14461604.001	MTE Cap-348TP-1 480V-Capacitor LS#12A	1,299.28	10/13/2025	402-021-535-52-31-00	
SO14489827.002	CREDIT-Return HUBW SGL Eye (9) Stainless S	-393.35	10/13/2025	402-021-535-83-31-00	
SO14513906.001	HUBW SGL Eye (9) Stainless Steel Kellems WV	790.27	10/13/2025	402-021-535-83-31-00	
	Check Total:	1,696.20			
Vendor: 001743	Northstar Chemical Inc			Check Sequence: 60	ACH Enabled: False
320473	Sodium Hypochlorite 600gal, Sodium Hydroxide	4,024.54	10/13/2025	402-021-535-83-31-00	
321046	Sodium Hypochlorite 350gal	1,552.49	10/13/2025	402-021-535-83-31-00	
321502	Sodium Hypochlorite 350gal, Sodium Hydroxide	2,683.51	10/13/2025	402-021-535-83-31-00	
322309	Sodium Hypochlorite 250gal	1,129.19	10/13/2025	402-021-535-83-31-00	
	Check Total:	9,389.73			
Vendor: 000455	Northwest Cascade Inc			Check Sequence: 61	ACH Enabled: False
66291993	Eductor Truck for Hydro Excav Labor & Dump l	3,248.45	10/13/2025	402-021-535-52-48-00	
	Check Total:	3,248.45			
Vendor: 000475	ODP BUSINESS SOLUTIONS LLC			Check Sequence: 62	ACH Enabled: False
4394114325001	Copy Paper-2boxes	91.62	10/13/2025	001-006-521-10-31-00	
	Check Total:	91.62			
Vendor: 003662	Olympic Ag LLC			Check Sequence: 63	ACH Enabled: False
10407	Biolsolids Disposal-111.28 Wet Tons/AUG 2025	8,333.76	10/13/2025	402-021-535-83-47-10	
	Check Total:	8,333.76			
Vendor: 004146	Olympic Holdings - STG, LLC			Check Sequence: 64	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
85097	Bulletproof panels & installation UBT/Cashier - C	3,956.50	10/13/2025	001-016-594-11-63-00	
	Check Total:	3,956.50			
Vendor: 003231	Pacific Office Automation			Check Sequence: 65	ACH Enabled: False
707310	B/W & Color Copy overages 06.15.25 - 09.15.20	65.88	10/13/2025	001-004-514-23-31-00	
707310	B/W & Color Copy overages 06.15.25 - 09.15.20	49.41	10/13/2025	401-020-534-52-31-00	
707310	B/W & Color Copy overages 06.15.25 - 09.15.20	49.41	10/13/2025	411-046-531-80-31-00	
707310	B/W & Color Copy overages 06.15.25 - 09.15.20	49.42	10/13/2025	001-015-576-80-31-00	
707310	B/W & Color Copy overages 06.15.25 - 09.15.20	52.71	10/13/2025	402-021-535-12-31-00	
707310	B/W & Color Copy overages 06.15.25 - 09.15.20	49.42	10/13/2025	101-017-542-30-31-00	
707310	B/W & Color Copy overages 06.15.25 - 09.15.20	52.71	10/13/2025	401-020-534-12-31-00	
707310	B/W & Color Copy overages 06.15.25 - 09.15.20	26.36	10/13/2025	411-046-531-80-31-00	
707310	B/W & Color Copy overages 06.15.25 - 09.15.20	197.65	10/13/2025	001-004-514-23-31-00	
	Check Total:	592.97			
Vendor: 003114	Pape' Material Handling			Check Sequence: 66	ACH Enabled: False
7103662	GTH1056 Annual "B" PM Services & Inspector	450.49	10/13/2025	402-021-535-83-48-00	
	Check Total:	450.49			
Vendor: 000489	Parametrix Inc			Check Sequence: 67	ACH Enabled: False
70620	CIP-2501 Pavement Maint & ADA Improv PP#3	22,830.12	10/13/2025	102-018-595-30-63-11	
70620	CIP-2501 Pavement Maint & ADA Improv PP#3	11,239.44	10/13/2025	420-026-594-34-63-96	
70620	CIP-2501 Pavement Maint & ADA Improv PP#3	1,053.70	10/13/2025	102-018-595-30-63-36	
70625	CIP-2305 North Creek Culvert Design & Permitt	7,159.68	10/13/2025	412-047-594-31-63-04	
	Check Total:	42,282.94			
Vendor: 000506	Peninsula Light Co			Check Sequence: 68	ACH Enabled: False
MISC ACCTS#1	6857-3303 Vernhardson-CresValPump/AUG 202	554.68	10/13/2025	401-020-534-51-47-00	
MISC ACCTS#1	6927-Osprey Dr Water Tank/AUG 2025	41.51	10/13/2025	401-020-534-51-47-00	
MISC ACCTS#1	6983-10303 McCormickCrk-LtLgFld Restrtn Lts	86.29	10/13/2025	001-015-576-80-47-00	
MISC ACCTS#1	6885-10303 McCormickCrk-LtLgFld Lts/AUG 2	1,366.55	10/13/2025	001-015-576-80-47-00	
MISC ACCTS#1	6859-9702 Crescent Valley Dr-BMX Pk/AUG 20	39.63	10/13/2025	001-015-576-80-47-00	
MISC ACCTS#1	6855-Masonic Lodge 3025 56th St NW/AUG 20	108.52	10/13/2025	001-015-576-80-47-00	
MISC ACCTS#1	6893-8824 Harbrvw-Finholms Vw Climb/AUG 2	88.84	10/13/2025	001-015-576-80-47-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
MISC ACCTS#1	6898-10303 McCormickCrkAnnouncerBooth Lts	42.08	10/13/2025	001-015-576-80-47-00	
MISC ACCTS#1	453148-10550 Harbor Hill Dr/AUG 2025	262.40	10/13/2025	001-015-576-80-47-00	
MISC ACCTS#2	6959-Sentinel Dr NW lights/AUG 2025	96.02	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	448385-9830 Alpenglow Way-Rental Lts in Dev.	77.54	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6933-Baltic Lot-81 St Lts/AUG 2025	86.62	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6981-Harborview Hill/Sentinel Dr Lts/AUG 202	230.52	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6930-10411 HarborHill St /Lts/Irr/AUG 2025	67.40	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	448387-4843 Stardust Court-Rental Lts in Dev/A	113.54	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6941-St Lts Borgen Blvd/AUG 2025	54.24	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6957-Burnham/Borgen Blvd St Lt/AUG 2025	42.19	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6903-5200 Borgen St Lts/Signal/AUG 2025	115.16	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6925-9010 Prentice ST Lts/AUG 2025	66.97	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6904-Borgen RAB St Lts/Signal/AUG 2025	38.94	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6931-HarborHill St Lt&Crswlk/AUG 2025	93.80	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6968-10207 50th Ave Lt Cab S/AUG 2025	135.48	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6902-5160 Borgen St Lts/Signal/AUG 2025	84.15	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6969-10344 McCormick Dr Cab N/AUG 2025	95.81	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6961-Olympus Dr NW Lights/AUG 2025	122.43	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6921-4225 Burnham Str Lts/AUG 2025	50.48	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6908-3303 Vernhardson St Lts/Signal/AUG 2025	58.25	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6932-Baltic-Lot 1 St Lts/AUG 2025	70.99	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6940-St Lts 9300 Peacock Hill/AUG 2025	74.49	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6967-10576 Sentinel Lts/AUG 2025	250.00	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6960-4282 Overlook Ct St Lt/AUG 2025	135.16	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6929-3850 Borgen St Lts/AUG 2025	111.40	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6928-4100 Borgen St Lts/AUG 2025	65.33	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6939-St Lts 11567 Canterwood/AUG 2025	73.98	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6892-9211 N Harborvw & Milton/AUG 2025	56.29	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#2	6947-9916 Peacock Hill St Lts/AUG 2025	55.09	10/13/2025	101-017-542-63-47-00	
MISC ACCTS#3	6881-Pump Sta(s) 14001 Purdy LS#13/AUG 2025	125.40	10/13/2025	402-021-535-52-47-20	
MISC ACCTS#3	6858-Pump Sta(s) 3303 Vernhrdsn LS#1/AUG 2025	98.48	10/13/2025	402-021-535-52-47-20	
MISC ACCTS#3	6880-Pump Sta(s) 11502 Burnhm/Woodhl LS#1/AUG 2025	716.94	10/13/2025	402-021-535-52-47-20	
Check Total:		6,053.59			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 001373 CE2025	Peninsula Youth Orchestra Assoc Creative Endeavors Grant Peninsula Youth Orch	3,200.00	10/13/2025	Check Sequence: 69 001-015-576-80-41-30	ACH Enabled: False
	Check Total:	3,200.00			
Vendor: 000521 CI374593	Pierce County Budget & Finance Prisoner Billing AUGUST 2025	4,589.25	10/13/2025	Check Sequence: 70 001-006-521-10-41-00	ACH Enabled: False
	Check Total:	4,589.25			
Vendor: 000569 000162	Puget Sound Regional Council PSRC Membership Dues FY2026	6,281.00	10/13/2025	Check Sequence: 71 001-001-518-90-49-32	ACH Enabled: False
	Check Total:	6,281.00			
Vendor: 000522 166171	PURDY TOPSOIL & GRAVEL LLC PRV Maint-5/8 minus, clean unclass fill, clean as	1,354.93	10/13/2025	Check Sequence: 72 401-020-534-52-31-00	ACH Enabled: False
166172	Clean asphalt (1tn), sand(1.35tn),5/8"min(1.35to	26.00	10/13/2025	402-021-535-83-47-10	
166172	Clean asphalt (1tn), sand(1.35tn),5/8"min(1.35to	96.48	10/13/2025	402-021-535-52-31-00	
166333	Clean asphalt waste	104.00	10/13/2025	101-017-542-67-47-10	
	Check Total:	1,581.41			
Vendor: 004134 103239	RH2 Engineering, Inc CIP-2502 Caterwood Dr Redund Wtr Main Impr	1,818.61	10/13/2025	Check Sequence: 73 420-026-594-34-63-97	ACH Enabled: False
	Check Total:	1,818.61			
Vendor: 004035 029-250924	ROMERO, STACEY Spanish Interpreting via Zoom 09.24.2025	150.00	10/13/2025	Check Sequence: 74 001-003-512-50-41-05	ACH Enabled: False
	Check Total:	150.00			
Vendor: 003601 11829	Sendio Technologies Inc Sendio Hosted Email Security Gateway Pro 2025	5,976.00	10/13/2025	Check Sequence: 75 001-004-518-88-45-00	ACH Enabled: False
	Check Total:	5,976.00			
Vendor: TSimonet CR#416136	Simonetti, Tabitha Refund Fire Sprinkler Permit Fees - Permit#23-0	286.00	01/08/2024	Check Sequence: 76 001-000-322-16-00-00	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	286.00			
Vendor: TSmithA CR#00469152	Smith, Alan Refund of Permit Fees FS-25-0024 withdrew app	139.00	10/13/2025	Check Sequence: 77 001-014-558-50-41-00	ACH Enabled: False
	Check Total:	139.00			
Vendor: 004107 8011674958	Stericycle, Inc Regulated Medical Waste Service	76.11	10/13/2025	Check Sequence: 78 001-006-521-10-41-00	ACH Enabled: False
	Check Total:	76.11			
Vendor: 003227 166102	Summit Law Group Legal Services-Contract Review/AUG 2025	725.00	10/13/2025	Check Sequence: 79 001-004-515-30-41-00	ACH Enabled: False
166417	Legal Services-General Employment/AUG 2025	1,803.00	10/13/2025	001-004-515-30-41-00	
166418	Legal Services-Bargaining/AUG 2025	1,487.50	10/13/2025	001-004-515-30-41-00	
	Check Total:	4,015.50			
Vendor: 001790 385750	Sunrise Pest Management All Pest Control Serv-Civic Center 3510 Grandv	110.30	10/13/2025	Check Sequence: 80 001-016-518-30-48-00	ACH Enabled: False
391104	Rodent Control-Wilkinson Farm House 4118 Ro	138.12	10/13/2025	001-016-518-30-48-00	
392749	LATE FEE Pest Cntl CivCtr INV38570 DOS 08.	1.99	10/13/2025	001-016-518-30-48-00	
394176	Rodent Control-PW Ops 8698 Skansie/DOS 9.24	25.37	10/13/2025	401-020-534-11-48-00	
394176	Rodent Control-PW Ops 8698 Skansie/DOS 9.24	25.36	10/13/2025	001-015-576-80-48-00	
394176	Rodent Control-PW Ops 8698 Skansie/DOS 9.24	25.37	10/13/2025	411-046-531-80-48-00	
394176	Rodent Control-PW Ops 8698 Skansie/DOS 9.24	25.36	10/13/2025	101-017-542-30-48-00	
395352	All Pest Control Serv-Civic Center 3510 Grandv	110.30	10/13/2025	001-016-518-30-48-00	
395564	Rodent Control-Judson Visitor's Center 3125 Jud	82.92	10/13/2025	001-016-518-30-48-00	
	Check Total:	545.09			
Vendor: 003014 50014	Systems for Public Safety Inc Initial build of VEH#7109-04	28,154.25	10/13/2025	Check Sequence: 81 001-006-594-21-64-22	ACH Enabled: False
51041	Strip out VEH#7080-92	1,132.29	10/13/2025	001-006-521-20-48-00	
51062	Strip out VEH#7081-93 (AWC Totaled)	1,422.76	10/13/2025	001-006-521-20-48-00	
51470	Strip out VEH#7079-91	1,020.30	10/13/2025	001-006-521-20-48-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Check Total:		31,729.60			
Vendor: 003115	T.E. Walrath Trucking Inc			Check Sequence: 82	ACH Enabled: False
INVG8703	Topsoil-Skansie Bros Park	133.70	10/13/2025	001-015-576-80-31-00	
INVG8704	Topsoil-Skansie Bros Park	66.85	10/13/2025	001-015-576-80-31-00	
Check Total:		200.55			
Vendor: 000531	Tacoma Screw Products Inc			Check Sequence: 83	ACH Enabled: False
310049235-00	Milwaukee 1/2 in drill for Service Truck	207.85	10/13/2025	401-020-534-11-35-00	
310049310-00	Marking paint, white, green, blue/Locate Paint	76.83	10/13/2025	101-017-542-30-31-00	
310049310-00	Marking paint, white, green, blue/Locate Paint	76.84	10/13/2025	411-046-531-80-31-00	
310049310-00	Marking paint, white, green, blue/Locate Paint	76.83	10/13/2025	001-015-576-80-31-00	
310049310-00	Marking paint, white, green, blue/Locate Paint	76.84	10/13/2025	401-020-534-11-31-00	
Check Total:		515.19			
Vendor: 000683	Technical Systems Inc			Check Sequence: 84	ACH Enabled: False
T25-022A-001	SCADA Syst On-Call Sftwr Spt Proj #T25-022A	6,200.00	10/13/2025	401-020-534-51-41-00	
T25-022A-002A	SCADA Syst On-Call Sftwr Spt Proj #T25-022A	3,397.09	10/13/2025	401-020-534-51-41-00	
Check Total:		9,597.09			
Vendor: 004152	The Day & Zimmermann Group, Inc			Check Sequence: 85	ACH Enabled: False
96517977	Evelyne Wolf Wages-Week of 08.24.2025	3,200.00	10/13/2025	001-004-518-88-41-00	
96517977	Evelyne Wolf Wages-Week of 08.31.2025	3,200.00	10/13/2025	001-004-518-88-41-00	
Check Total:		6,400.00			
Vendor: 003185	Transportation Solutions Inc			Check Sequence: 86	ACH Enabled: False
20162	CSP-2311 Wollochet/SR 15 EB Off-Ramp Imp F	4,191.25	10/13/2025	102-018-595-30-63-30	
20163	CSP-2315 Wollochet/SR 15 WB Off-Ramp Imp	12,862.40	10/13/2025	102-018-595-30-63-30	
20177	On-Call Eng Serv: Lighting Fixture Retrofit Ana	2,031.00	10/13/2025	101-017-542-30-41-00	
Check Total:		19,084.65			
Vendor: 000699	Tucci & Sons Inc			Check Sequence: 87	ACH Enabled: False
88203	1/2 Hot Mix Asphalt	321.26	10/13/2025	101-017-542-30-31-00	
88305	1/2 Hot Mix Asphalt, CSS1, Sealer, 5gal bucket	492.83	10/13/2025	101-017-542-30-31-00	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
88328	1/2 Hot Mix Asphalt	234.71	10/13/2025	101-017-542-30-31-00	
88358	1/2 Hot Mix Asphalt, CSS, Sealer, 5gal bucket	452.42	10/13/2025	101-017-542-30-31-00	
	Check Total:	1,501.22			
Vendor: 003193	UNIFIED OFFICE SERVICES			Check Sequence: 88	ACH Enabled: False
333005	Binder clips (M)(L)	4.53	10/13/2025	001-015-576-80-31-00	
333005	Binder clips (M)(L)	4.53	10/13/2025	411-046-531-80-31-00	
333005	Binder clips (M)(L)	4.53	10/13/2025	101-017-542-30-31-00	
333005	Binder clips (M)(L)	4.53	10/13/2025	401-020-534-11-31-00	
333829	Paper Towels, Lab Towels/WWTP	185.49	10/13/2025	402-021-535-83-31-00	
	Check Total:	203.61			
Vendor: 003268	US Bank			Check Sequence: 89	ACH Enabled: False
7837647	Admin Fee-Gen Obligation Bonds-GIGLTGO23	200.00	10/13/2025	208-025-592-11-80-89	
7837648	Admin Fee-Gen Obligation RefBond-GIGLTGO	184.11	10/13/2025	208-025-592-11-80-89	
7837649	Admin Fee-Wtr&Swr Refnd Bonds-GIGWATRE	350.00	10/13/2025	408-027-592-35-80-89	
7837650	Admin Fee-Wtr&Swr Rev Bonds-GIGWATSEW	350.00	10/13/2025	408-027-592-35-80-89	
	Check Total:	1,084.11			
Vendor: 000534	Utilities Underground			Check Sequence: 90	ACH Enabled: False
5080162	Excavation Notifications (81) AUG 2025	109.35	10/13/2025	402-021-535-52-41-00	
5080163	Excavation Notifications (86) AUG 2025	36.90	10/13/2025	402-021-535-12-41-00	
5080163	Excavation Notifications (86) AUG 2025	36.90	10/13/2025	411-046-531-80-41-00	
5080163	Excavation Notifications (86) AUG 2025	36.90	10/13/2025	401-020-534-11-41-00	
	Check Total:	220.05			
Vendor: 000735	WA State Patrol			Check Sequence: 91	ACH Enabled: False
I2600729	Background Check-J.Blake PW Ops Seasonal	2.75	10/13/2025	401-020-534-12-49-00	
I2600729	Background Check-J.Blake PW Ops Seasonal	2.75	10/13/2025	411-046-531-80-49-00	
I2600729	Background Check-J.Blake PW Ops Seasonal	2.75	10/13/2025	001-015-576-80-49-00	
I2600729	Background Check-J.Blake PW Ops Seasonal	2.75	10/13/2025	101-017-542-30-49-00	
I2600913	Background Checks AUG 2025	105.00	10/13/2025	001-000-237-25-00-00	
	Check Total:	116.00			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 000743 00185703	WA State Patrol - Access ACCESS Machine User Fee Q3-2025	600.00	10/13/2025	Check Sequence: 92 001-006-521-10-42-00	ACH Enabled: False
	Check Total:	600.00			
Vendor: 004151 2025PLACES	Washington Trust for Historic Preservation Platinum Sponsorship 2025 PLACES Conference	5,000.00	10/13/2025	Check Sequence: 93 001-004-513-10-49-00	ACH Enabled: False
	Check Total:	5,000.00			
Vendor: 003317 1314558082	Washington Water Service Co Water Service-6401 Skansie/LS#21 AUG 2025	25.92	10/13/2025	Check Sequence: 94 402-021-535-52-47-00	ACH Enabled: False
2750000712	Water Sprinklers-5303 Pt Fosdick SEPT 2025	157.63	10/13/2025	001-015-576-80-47-00	
2750000712	Water Sprinklers-5303 Pt Fosdick AUG 2025	57.74	10/13/2025	001-015-576-80-47-00	
3515284816	Water Service-KLM Vet's Park Water AUG 2025	426.04	10/13/2025	001-015-576-80-47-00	
4700026544	Water Sprinklers-4700 Block Pt Fosdick SEPT 2025	35.13	10/13/2025	001-015-576-80-47-00	
4700026544	Water Sprinklers-4700 Block Pt Fosdick AUG 2025	35.13	10/13/2025	001-015-576-80-47-00	
5500072868	Water Sprinklers-Pt Fosdick Irrigation SEPT 2025	35.13	10/13/2025	001-015-576-80-47-00	
5500072868	Water Sprinklers-Pt Fosdick Irrigation AUG 2025	35.13	10/13/2025	001-015-576-80-47-00	
7738730168	Water Sprinklers-56th & Pt Fosdick Irrigation AUG 2025	20.74	10/13/2025	001-015-576-80-47-00	
8007317455	Water Service-11502 Burnham/LS#12 AUG 2025	26.03	10/13/2025	402-021-535-52-47-00	
	Check Total:	854.62			
Vendor: 000747 230883	Water Management Laboratories Biosolids Metals Q3-2025 Testing	913.00	10/13/2025	Check Sequence: 95 402-021-535-83-41-00	ACH Enabled: False
231761	Routine water sampling testing AUG 2025	352.00	10/13/2025	401-020-534-52-41-00	
231919	TSS (2) Fecal Coliform A-1 (2)	236.00	10/13/2025	402-021-535-52-41-00	
231941	TSS (2) Fecal Coliform A-1 (2)	236.00	10/13/2025	402-021-535-52-41-00	
231961	Routine water sampling testing SEPT 2025	420.00	10/13/2025	401-020-534-52-41-00	
232060	Fecal Coliform MPN, Total Solids	131.00	10/13/2025	402-021-535-52-41-00	
FCHRG20460	August Finance Charge	37.50	10/13/2025	402-021-535-83-41-00	
FCHRG20530	August Finance Charge	13.70	10/13/2025	402-021-535-83-41-00	
	Check Total:	2,339.20			
Vendor: 002865 337461	Wesmar Company, Inc Sodium Hypochlorite, 5gal pails (36) freight/WV	2,324.91	10/13/2025	Check Sequence: 96 402-021-535-83-31-00	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
337603	Sodium Hypochlorite-700 gal/Water System	5,132.06	10/13/2025	401-020-534-51-31-00	
	Check Total:	7,456.97			
Vendor: 000495	Westbay Auto Parts			Check Sequence: 97	ACH Enabled: False
348355	5W30 Oil, Red-Tacky Grease	34.10	10/13/2025	402-021-535-52-31-00	
351621	Valv Plex Ep general purpose grease	7.23	10/13/2025	402-021-535-52-31-00	
351774	Comm Battery for Genie GTH1056 Telehandler	170.37	10/13/2025	402-021-535-83-31-00	
351775	Credit - Battery Core Deposit/WWTP Generator	-157.10	10/13/2025	402-021-535-83-31-00	
351998	Electrical relay/VEH#1093	15.39	10/13/2025	101-017-542-90-31-00	
352028	Antifreeze/WWTP Coll	16.10	10/13/2025	402-021-535-52-31-00	
352069	Gear oil, oil, posi trac additive/VEH#7096-14	103.83	10/13/2025	001-006-521-20-31-00	
352455	Wiper Blades (10) Shop Stock	104.08	10/13/2025	101-017-542-90-31-00	
352699	Remote Starter Switch/VEH#1062	20.72	10/13/2025	101-017-542-90-31-00	
352742	Brakes, Rotors, Pads/VEH#1091	312.52	10/13/2025	101-017-542-90-31-00	
	Check Total:	627.24			
Vendor: 002887	Western Systems Inc			Check Sequence: 98	ACH Enabled: False
0000068863	Pedestal Base-Insurance Claim Harbor Hill Cros:	297.60	10/13/2025	101-017-542-61-31-00	
	Check Total:	297.60			
Vendor: 002880	Wilco Farmers			Check Sequence: 99	ACH Enabled: False
646449/5	Abrasive pad-maroon/WWTP LS Filters	4.35	10/13/2025	402-021-535-52-31-00	
646479/5	Wasp Spray/Doris Heritage Park	14.16	10/13/2025	001-015-576-80-31-00	
646484/5	Epoxy/Well site maintenance	7.63	10/13/2025	401-020-534-52-31-00	
646490/5	Wkwr-Pants, jeans(3)/Dummitt	70.91	10/13/2025	411-046-531-80-22-00	
646490/5	Wkwr-Pants, jeans(3)/Dummitt	70.90	10/13/2025	101-017-542-30-22-00	
646490/5	Wkwr-Pants, jeans(3)/Dummitt	70.91	10/13/2025	401-020-534-11-22-00	
646490/5	Wkwr-Pants, jeans(3)/Dummitt	70.90	10/13/2025	001-015-576-80-22-00	
646493/5	Tool set (142 pc), organizer, tape-shop tools	228.00	10/13/2025	001-015-576-80-35-00	
646497/5	Crimper, connectors for Jerisich RRm card reade	28.99	10/13/2025	001-015-576-80-31-00	
646506/5	Drinking fountain repair/Eddon Boat Pipe	9.36	10/13/2025	001-015-576-80-31-00	
646514/5	Eqoxy quick set clear, electric tape/Water main n	32.14	10/13/2025	401-020-534-52-31-00	
	Check Total:	608.25			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 003125	Wrapjax			Check Sequence: 100	ACH Enabled: False
9712	Vinyl Wrap for Ford SUV VEH#7110-05	3,982.26	10/13/2025	001-006-594-21-64-22	
9716	Vinyl Wrap for Ford F150 VEH#7112-98	1,149.39	10/13/2025	001-006-594-21-64-22	
	Check Total:	5,131.65			
	Total for Check Run:	577,384.66			
	Total of Number of Checks:	100			

Accounts Payable

Check Register Totals Only

User: kbrooks@gigharborwa.gov
Printed: 10/9/2025 - 2:53 PM



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200888	10/13/2025	004097	911 Supply Inc	1,092.42	0
200889	10/13/2025	001281	Active Construction Inc	69,582.32	0
200890	10/13/2025	000673	AgriShop Inc	224.92	0
200891	10/13/2025	004028	Alert360 - Seattle	220.38	0
200892	10/13/2025	004039	Anatek Labs Inc.	2,640.00	0
200893	10/13/2025	001495	APSCO LLC	2,347.96	0
200894	10/13/2025	004153	Arkance USA LLC	4,254.90	0
200895	10/13/2025	003381	Axon Enterprise Inc	2,993.70	0
200896	10/13/2025	004121	Baker Tilly Advisory Group Parent, LI	4,000.00	0
200897	10/13/2025	002464	Brady Trucking Company Inc	1,000.00	0
200898	10/13/2025	003891	Bud Clary Ford/Hyundai	55,788.06	0
200899	10/13/2025	003997	Butler Apparel Marketing LLC	1,866.90	0
200900	10/13/2025	002557	Carollo Engineers Inc	9,506.13	0
200901	10/13/2025	000787	CenturyLink	55.10	0
200902	10/13/2025	003501	CenturyLink	3,863.50	0
200903	10/13/2025	002900	Cintas Corporation #461	1,327.47	0
200904	10/13/2025	000942	City of Gig Harbor	12,758.00	0
200905	10/13/2025	002108	City of Port Orchard	250.00	0
200906	10/13/2025	003274	City of Sunnyside	1,389.15	0
200907	10/13/2025	UB*01591	CITY OF TACOMA - TPU	296.90	0
200908	10/13/2025	UB*01592	CITY OF TACOMA - TPU	89.82	0
200909	10/13/2025	003583	CLASSY CHASSIS - GH Kimball	21.00	0
200910	10/13/2025	004018	Comcast Business	964.24	0
200911	10/13/2025	003729	Commercial Driver School	6,245.00	0
200912	10/13/2025	003928	Consensus Cloud Solutions LLC	43.62	0
200913	10/13/2025	000171	Databar Inc	3,383.07	0
200914	10/13/2025	000173	David Evans and Associates, Inc.	11,680.55	0
200915	10/13/2025	000371	Dept of Licensing Firearms Dep	129.00	0
200916	10/13/2025	004078	DS Services of America, Inc.	83.92	0
200917	10/13/2025	001951	Eagle Tire & Automotive	2,118.98	0
200918	10/13/2025	004144	Enterprise FM Trust	12,441.23	0
200919	10/13/2025	004027	Facet Inc	23,093.25	0
200920	10/13/2025	003942	GCP WW HOLDCO LLC	703.46	0
200921	10/13/2025	000916	Gig Harbor Auto Body Inc	3,185.80	0
200922	10/13/2025	003182	GLISSON LAW	14,500.00	0
200923	10/13/2025	000283	Grainger Inc	697.79	0
200924	10/13/2025	000271	Gray & Osborne Inc	12,379.35	0
200925	10/13/2025	002372	GRETTE ASSOCIATES LLC	3,307.50	0
200926	10/13/2025	004055	HansellTierney	6,385.60	0
200927	10/13/2025	003678	HARBOR ENGRAVING	40.25	0
200928	10/13/2025	004040	HD Supply Formerly Home Depot Pro	1,801.38	0
200929	10/13/2025	000295	Hemleys Septic Tank Cleaning Inc	700.00	0
200930	10/13/2025	002236	Hough Beck & Baird Inc	8,939.95	0
200931	10/13/2025	003449	Idexx Distribution Inc	1,684.75	0
200932	10/13/2025	001559	Judicial Conference Registrar	200.00	0
200933	10/13/2025	TKalland	Kallander, David	60.00	0
200934	10/13/2025	001630	Keco Inc	329.50	0
200935	10/13/2025	003619	Kennedy/Jenks Consultants	7,548.46	0
200936	10/13/2025	003947	KINTANAR LAW	11,250.00	0
200937	10/13/2025	002078	Kitsap County Corrections Ctr	21,458.67	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
200938	10/13/2025	002226	KPFF Consulting Engineers Inc	576.41	0
200939	10/13/2025	002540	LEXIPOL LLC	5,479.70	0
200940	10/13/2025	001892	LexisNexis Risk Solutions	897.86	0
200941	10/13/2025	004155	Matrix Consulting Group, LTD	37,144.00	0
200942	10/13/2025	001940	MBSquared Inc	3,427.66	0
200943	10/13/2025	000405	MINUTEMAN PRESS	223.24	0
200944	10/13/2025	004149	Moldovan-Amaral, Christina	150.00	0
200945	10/13/2025	000437	National Safety Inc	240.02	0
200946	10/13/2025	000937	North Coast Electric Company	1,696.20	0
200947	10/13/2025	001743	Northstar Chemical Inc	9,389.73	0
200948	10/13/2025	000455	Northwest Cascade Inc	3,248.45	0
200949	10/13/2025	000475	ODP BUSINESS SOLUTIONS LLC	91.62	0
200950	10/13/2025	003662	Olympic Ag LLC	8,333.76	0
200951	10/13/2025	004146	Olympic Holdings - STG, LLC	3,956.50	0
200952	10/13/2025	003231	Pacific Office Automation	592.97	0
200953	10/13/2025	003114	Pape' Material Handling	450.49	0
200954	10/13/2025	000489	Parametrix Inc	42,282.94	0
200955	10/13/2025	000506	Peninsula Light Co	6,053.59	0
200956	10/13/2025	001373	Peninsula Youth Orchestra Assoc	3,200.00	0
200957	10/13/2025	000521	Pierce County Budget & Finance	4,589.25	0
200958	10/13/2025	000569	Puget Sound Regional Council	6,281.00	0
200959	10/13/2025	000522	PURDY TOPSOIL & GRAVEL LLC	1,581.41	0
200960	10/13/2025	004134	RH2 Engineering, Inc	1,818.61	0
200961	10/13/2025	004035	ROMERO, STACEY	150.00	0
200962	10/13/2025	003601	Sendio Technologies Inc	5,976.00	0
200963	10/13/2025	TSimonet	Simonetti, Tabitha	286.00	0
200964	10/13/2025	TSmithA	Smith, Alan	139.00	0
200965	10/13/2025	004107	Stericycle, Inc	76.11	0
200966	10/13/2025	003227	Summit Law Group	4,015.50	0
200967	10/13/2025	001790	Sunrise Pest Management	545.09	0
200968	10/13/2025	003014	Systems for Public Safety Inc	31,729.60	0
200969	10/13/2025	003115	T.E. Walrath Trucking Inc	200.55	0
200970	10/13/2025	000531	Tacoma Screw Products Inc	515.19	0
200971	10/13/2025	000683	Technical Systems Inc	9,597.09	0
200972	10/13/2025	004152	The Day & Zimmermann Group, Inc	6,400.00	0
200973	10/13/2025	003185	Transportation Solutions Inc	19,084.65	0
200974	10/13/2025	000699	Tucci & Sons Inc	1,501.22	0
200975	10/13/2025	003193	UNIFIED OFFICE SERVICES	203.61	0
200976	10/13/2025	003268	US Bank	1,084.11	0
200977	10/13/2025	000534	Utilities Underground	220.05	0
200978	10/13/2025	000735	WA State Patrol	116.00	0
200979	10/13/2025	000743	WA State Patrol - Access	600.00	0
200980	10/13/2025	004151	Washington Trust for Historic Preservation	5,000.00	0
200981	10/13/2025	003317	Washington Water Service Co	854.62	0
200982	10/13/2025	000747	Water Management Laboratories	2,339.20	0
200983	10/13/2025	002865	Wesmar Company, Inc	7,456.97	0
200984	10/13/2025	000495	Westbay Auto Parts	627.24	0
200985	10/13/2025	002887	Western Systems Inc	297.60	0
200986	10/13/2025	002880	Wilco Farmers	608.25	0
200987	10/13/2025	003125	Wrapjax	5,131.65	0
Check Total:				577,384.66	

Accounts Payable

Computer Check Proof List by Vendor

User: ekovell@gigharborwa.gov
Printed: 09/30/2025 - 1:05PM
Batch: 40002.09.2025



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 000810	AFLAC			Check Sequence: 1	ACH Enabled: True
PR A17-30 SEP	PR Batch 40001.09.2025 Misc AFLAC Policies	178.06	09/19/2025	001-000-213-10-02-17	PR Batch 40001.09.2025 Accident Pre-Tax
PR A17-30 SEP	PR Batch 40001.09.2025 Misc AFLAC Policies	39.20	09/19/2025	001-000-213-10-02-17	PR Batch 40001.09.2025 Hospital Indemni
PR A17-30 SEP	PR Batch 40001.09.2025 Misc AFLAC Policies	32.30	09/19/2025	001-000-213-10-02-17	PR Batch 40001.09.2025 Dental Pre-Tax
PR A17-30 SEP	PR Batch 40001.09.2025 Misc AFLAC Policies	7.62	09/19/2025	001-000-213-10-02-17	PR Batch 40001.09.2025 Intensive Care Pr
PR A17-30 SEP	PR Batch 40001.09.2025 Misc AFLAC Policies	39.20	09/19/2025	001-000-213-10-02-17	PR Batch 40001.09.2025 Hospital Indemni
PR A17-30 SEP	PR Batch 40001.09.2025 Misc AFLAC Policies	115.58	09/19/2025	001-000-213-10-02-17	PR Batch 40001.09.2025 Short-Term Disal
PR A17-30 SEP	PR Batch 40001.09.2025 Misc AFLAC Policies	17.94	09/19/2025	001-000-213-10-02-17	PR Batch 40001.09.2025 Critical Illness A:
PR A17-30 SEP	PR Batch 40001.09.2025 Misc AFLAC Policies	138.23	09/19/2025	001-000-213-10-02-17	PR Batch 40001.09.2025 Cancer Plan Pre-
PR A31-S13 SEP	PR Batch 40002.09.2025 Misc AFLAC Policies	138.23	09/19/2025	001-000-213-10-02-17	PR Batch 40002.09.2025 Accident Pre-Tax
PR A31-S13 SEP	PR Batch 40002.09.2025 Misc AFLAC Policies	39.20	09/19/2025	001-000-213-10-02-17	PR Batch 40002.09.2025 Accident Pre-Tax
PR A31-S13 SEP	PR Batch 40002.09.2025 Misc AFLAC Policies	17.94	09/19/2025	001-000-213-10-02-17	PR Batch 40002.09.2025 Accident Pre-Tax
PR A31-S13 SEP	PR Batch 40002.09.2025 Misc AFLAC Policies	32.30	09/19/2025	001-000-213-10-02-17	PR Batch 40002.09.2025 Accident Pre-Tax
PR A31-S13 SEP	PR Batch 40002.09.2025 Misc AFLAC Policies	7.62	09/19/2025	001-000-213-10-02-17	PR Batch 40002.09.2025 Accident Pre-Tax
PR A31-S13 SEP	PR Batch 40002.09.2025 Misc AFLAC Policies	115.58	09/19/2025	001-000-213-10-02-17	PR Batch 40002.09.2025 Accident Pre-Tax
PR A31-S13 SEP	PR Batch 40002.09.2025 Misc AFLAC Policies	178.06	09/19/2025	001-000-213-10-02-17	PR Batch 40002.09.2025 Accident Pre-Tax
PR A31-S13 SEP	PR Batch 40002.09.2025 Misc AFLAC Policies	39.20	09/19/2025	001-000-213-10-02-17	PR Batch 40002.09.2025 Accident Pre-Tax
	Check Total:	1,136.26			
Vendor: 003694	Allstate Benefits			Check Sequence: 2	ACH Enabled: True
PR A17-30 SEP	PR Batch 40001.09.2025 Long-Term Care Premi	613.47	09/19/2024	001-000-213-10-01-38	PR Batch 40001.09.2025 Long-Term Care
PR A31-S13 SEP	PR Batch 40002.09.2025 Long-Term Care Premi	613.34	09/19/2025	001-000-213-10-01-38	PR Batch 40002.09.2025 Long-Term Care
	Check Total:	1,226.81			
Vendor: 000054	AWC Employee Benefit Trust			Check Sequence: 3	ACH Enabled: True
PR A17-30 DEE	PR Batch 40001.09.2025 FSA Pre-Tax Ded - Dei	299.80	09/19/2025	001-000-213-10-01-30	PR Batch 40001.09.2025 FSA Pre-Tax Dec

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
PR A17-30 DERA	PR Batch 40001.09.2025 AWC Dntl 08 Pln F w/	-183.64	09/19/2025	001-000-213-10-02-08	PR Batch 40001.09.2025 AWC Dntl 08 Plr
PR A17-30 LIFEa	PR Batch 40001.09.2025 Life Ins 14	-15.34	09/19/2025	001-000-213-10-02-14	PR Batch 40001.09.2025 Life Ins 14
PR A17-30 LIFEa	PR Batch 40001.09.2025 Life Ins Adjustment	30.68	09/19/2025	001-000-213-10-02-14	PR Batch 40001.09.2025 Life Ins Adjustm
PR A17-30 LTD	PR Batch 40001.09.2025 LTD 09 Reg EE PR 1	1,235.26	09/19/2025	001-000-213-10-02-09	PR Batch 40001.09.2025 LTD 09 Reg EE 1
PR A17-30 LTDA	PR Batch 40001.09.2025 LTD 09 Reg EE PR 2	-16.13	09/19/2025	001-000-213-10-02-09	PR Batch 40001.09.2025 LTD 09 Reg EE 1
PR A17-30 MEE	PR Batch 40001.09.2025 FSA Pre-Tax Ded - AW	3,174.56	09/19/2025	001-000-213-10-01-29	PR Batch 40001.09.2025 FSA Pre-Tax Dec
PR A17-30 MERA	PR Batch 40001.09.2025 AWC HealthFirst 250 I	-2,692.00	09/19/2025	001-000-213-10-02-10	PR Batch 40001.09.2025 AWC HealthFirst
PR A17-30 VER	PR Batch 40001.09.2025 AWC Vision 13	-32.88	09/19/2025	001-000-213-10-02-13	PR Batch 40001.09.2025 AWC Vision 13
PR A3-16 LTDa	PR A3-16 LTD adjustment	0.01	08/22/2025	001-000-213-10-02-09	
PR A3-16 LTDa	PR A3-16 LTD Rounding Adj Error	-0.01	09/19/2025	001-000-213-10-02-09	
PR A31-S13 DEEa	PR Batch 40002.09.2025 FSA Dntl Adjustment	4.90	09/19/2025	001-000-213-10-01-30	PR Batch 40002.09.2025 AWC Dntl 08 Plr
PR A31-S13 DEEC	PR A31-S13 AWC Dntl Employee Correction - F	-2.06	09/19/2025	001-000-213-10-01-30	
PR A31-S13 DER	PR Batch 40002.09.2025 AWC Dntl 08 Pln F w/	11,857.36	09/19/2025	001-000-213-10-02-08	PR Batch 40002.09.2025 AWC Dntl 08 Plr
PR A31-S13 DERa	PR Batch 40002.09.2025 AWC Dntl 08 Adjustm	50.24	09/19/2025	001-000-213-10-02-08	PR Batch 40002.09.2025 AWC Dntl 08 Plr
PR A31-S13 LIFa	PR Batch 40002.09.2025 Life Ins Adjustment	0.34	09/19/2025	001-000-213-10-02-14	PR Batch 40002.09.2025 AWC Dntl 08 Plr
PR A31-S13 LIFE	PR Batch 40002.09.2025 Life Ins 14	1,691.18	09/19/2025	001-000-213-10-02-14	PR Batch 40002.09.2025 AWC Dntl 08 Plr
PR A31-S13 LTD	PR Batch 40002.09.2025 LTD 09 Reg EE PR 2	1,251.11	09/19/2025	001-000-213-10-02-09	PR Batch 40002.09.2025 AWC Dntl 08 Plr
PR A31-S13 MEEa	PR Batch 40002.09.2025 FSA Med Adjustment	96.26	09/19/2025	001-000-213-10-01-29	PR Batch 40002.09.2025 AWC Dntl 08 Plr
PR A31-S13 MER	PR Batch 40002.09.2025 AWC Kaiser Permanen	7,877.14	09/19/2025	001-000-213-10-02-10	PR Batch 40002.09.2025 AWC Dntl 08 Plr
PR A31-S13 MER	PR Batch 40002.09.2025 AWC HealthFirst 250 I	122,362.07	09/19/2025	001-000-213-10-02-10	PR Batch 40002.09.2025 AWC Dntl 08 Plr
PR A31-S13 MER	PR Batch 40002.09.2025 AWC HDHP (High De	12,845.62	09/19/2025	001-000-213-10-02-10	PR Batch 40002.09.2025 AWC Dntl 08 Plr
PR A31-S13 MERa	PR Batch 40002.09.2025 AWC Medical Adjustr	914.47	09/19/2025	001-000-213-10-02-10	PR Batch 40002.09.2025 AWC Dntl 08 Plr
PR A31-S13 VER	PR Batch 40002.09.2025 AWC Vision 13	2,213.92	09/19/2025	001-000-213-10-02-13	PR Batch 40002.09.2025 AWC Dntl 08 Plr
PR A31-S13 VERa	PR Batch 40002.09.2025 AWC Vision Adjustme	10.96	09/19/2025	001-000-213-10-02-10	PR Batch 40002.09.2025 AWC Dntl 08 Plr
PR J6-19 LIFEa	PR J6-19 LIFE Adjustment - Ejde A	-15.34	07/25/2025	001-000-213-10-02-14	
PR J8-21 LIFEa	Life Adjustment - Ejde, A	-15.34	06/27/2025	001-000-213-10-02-14	
PR M/C AUG DEE	PR Batch 40003.09.2025 FSA Pre-Tax Ded - De	3.48	09/19/2025	001-000-213-10-01-30	PR Batch 40003.09.2025 FSA Pre-Tax Dec
PR M/C AUG DER	PR Batch 40003.09.2025 AWC Dntl 08 Pln F w/	105.32	09/19/2025	001-000-213-10-02-08	PR Batch 40003.09.2025 AWC Dntl 08 Plr
PR M/C AUG VER	PR Batch 40003.09.2025 AWC Vision 13	21.92	09/19/2025	001-000-213-10-02-13	PR Batch 40003.09.2025 AWC Vision 13
	Check Total:	163,073.86			
Vendor: 001505	INTERNAL REVENUE SERVICE			Check Sequence: 4	ACH Enabled: True
PR A31-S13 FIT	PR Batch 40002.09.2025 Federal Income Tax	48,511.23	09/19/2025	001-000-213-10-01-15	PR Batch 40002.09.2025 Federal Income T
PR A31-S13 MCEE	PR Batch 40002.09.2025 Medicare Employee Po	7,154.98	09/19/2025	001-000-213-10-01-06	PR Batch 40002.09.2025 Medicare Emplo

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
PR A31-S13 MCER	PR Batch 40002.09.2025 Medicare Employer Po	7,154.98	09/19/2025	001-000-213-10-02-06	PR Batch 40002.09.2025 Medicare Employ
PR A31-S13 SSEE	PR Batch 40002.09.2025 Soc Secr Employee Poi	596.84	09/19/2025	001-000-213-10-01-06	PR Batch 40002.09.2025 Soc Secr Employ
PR A31-S13 SSER	PR Batch 40002.09.2025 Soc Secr Employer Pot	596.84	09/19/2025	001-000-213-10-02-06	PR Batch 40002.09.2025 Soc Secr Employ
PR PDOD AUG FIT	PR Batch 40600.09.2025 Federal Income Tax	833.91	09/19/2025	001-000-213-10-01-15	PR Batch 40600.09.2025 Federal Income T
PR PDOD AUG MCE	PR Batch 40600.09.2025 Medicare Employee Pc	60.08	09/19/2025	001-000-213-10-01-06	PR Batch 40600.09.2025 Medicare Employ
PR PDOD AUG MCR	PR Batch 40600.09.2025 Medicare Employer Po	60.08	09/19/2025	001-000-213-10-02-06	PR Batch 40600.09.2025 Medicare Employ
	Check Total:	64,968.94			
Vendor: 000380	LEOFF 1 & 2			Check Sequence: 5	ACH Enabled: True
PR A31-S13 L2EE	PR Batch 40002.09.2025 LEOFF 2 - Employee	9,977.70	09/19/2025	001-000-213-10-01-05	PR Batch 40002.09.2025 LEOFF 2 - Empl
PR A31-S13 L2ER	PR Batch 40002.09.2025 LEOFF 2 - Employer	6,222.92	09/19/2025	001-000-213-10-02-05	PR Batch 40002.09.2025 LEOFF 2 - Empl
PR PDOD AUG L2E	PR Batch 40600.09.2025 LEOFF 2 - Employee	353.49	09/19/2025	001-000-213-10-01-05	PR Batch 40600.09.2025 LEOFF 2 - Empl
PR PDOD AUG L2R	PR Batch 40600.09.2025 LEOFF 2 - Employer	220.46	09/19/2025	001-000-213-10-02-05	PR Batch 40600.09.2025 LEOFF 2 - Empl
PR PDOD AUG L2S	PR Batch 40600.09.2025 LEOFF 2 - State Contr	141.31	09/19/2025	001-000-213-10-02-05	PR Batch 40600.09.2025 LEOFF 2 - State
	Check Total:	16,915.88			
Vendor: 002660	NAVIA BENEFIT SOLUTIONS			Check Sequence: 6	ACH Enabled: True
PR A31-S13 FSAD	PR Batch 40002.09.2025 FSA Pre-Tax Ded-Day	698.47	09/19/2025	001-000-213-10-01-28	PR Batch 40002.09.2025 FSA Pre-Tax Cor
PR A31-S13 FSAE	PR Batch 40002.09.2025 FSA Pre-Tax Contribut	1,563.42	09/19/2025	001-000-213-10-01-28	PR Batch 40002.09.2025 FSA Pre-Tax Cor
PR A31-S13 HSAE	PR Batch 40002.09.2025 HSA Employee Contril	15.30	09/19/2025	001-000-213-10-01-36	PR Batch 40002.09.2025 FSA Pre-Tax Cor
	Check Total:	2,277.19			
Vendor: 000548	PERS 1, 2 & 3 DRS			Check Sequence: 7	ACH Enabled: True
PR A31-S13 P2EE	PR Batch 40002.09.2025 PERS 2 - Employee	15,066.42	09/19/2025	001-000-213-10-01-03	PR Batch 40002.09.2025 PERS 2 - Employ
PR A31-S13 P2ER	PR Batch 40002.09.2025 PERS 2 - Employer	15,626.55	09/19/2025	001-000-213-10-02-03	PR Batch 40002.09.2025 PERS 2 - Employ
PR A31-S13 P3AE	PR Batch 40002.09.2025 PERS 3 Opt A Fixed - I	1,534.84	09/19/2025	001-000-213-10-01-24	PR Batch 40002.09.2025 PERS 3 Opt A Fi
PR A31-S13 P3BE	PR Batch 40002.09.2025 PERS 3 Opt B - EE	715.96	09/19/2025	001-000-213-10-01-24	PR Batch 40002.09.2025 PERS 3 Opt B - I
PR A31-S13 P3CE	PR Batch 40002.09.2025 PERS 3 Opt C - EE	1,215.16	09/19/2025	001-000-213-10-01-24	PR Batch 40002.09.2025 PERS 3 Opt C - I
PR A31-S13 P3EE	PR Batch 40002.09.2025 PERS 3 Opt E Fixed - I	445.85	09/19/2025	001-000-213-10-01-24	PR Batch 40002.09.2025 PERS 3 Opt E Fi
PR A31-S13 P3ER	PR Batch 40002.09.2025 PERS 3 - Employer	4,061.39	09/19/2025	001-000-213-10-02-22	PR Batch 40002.09.2025 PERS 3 - Employ
PR A31-S13 P3FE	PR Batch 40002.09.2025 PERS 3 Opt F Fixed - I	1,628.84	09/19/2025	001-000-213-10-01-24	PR Batch 40002.09.2025 PERS 3 Opt F Fi
	Check Total:	40,295.01			
Vendor: 003591	WA Teamsters Welfare Trust			Check Sequence: 8	ACH Enabled: True

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
PR A17-30 DA	PR Batch 40001.09.2025 Dntl Plan A WaTWT C	241.00	09/19/2025	001-000-213-10-02-29	PR Batch 40001.09.2025 Dntl Plan A WaT
PR A17-30 MA	PR Batch 40001.09.2025 Medical Plan WaTWT	3,187.24	09/19/2025	001-000-213-10-02-26	PR Batch 40001.09.2025 Medical Plan Wa
PR A17-30 MEE	PR Batch 40001.09.2025 FSA Pre-Tax Ded - PD	1,593.72	09/19/2025	001-000-213-10-01-35	PR Batch 40001.09.2025 FSA Pre-Tax Dec
PR A17-30 MEEA	PR Batch 40001.09.2025 FSA PD Medical Dedu	167.76	09/19/2025	001-000-213-10-01-35	PR Batch 40001.09.2025 FSA PD Medical
PR A17-30 RWTA	PR Batch 40001.09.2025 Retiree's Welfare Trust	350.00	09/19/2025	001-000-213-10-02-31	PR Batch 40001.09.2025 Retiree's Welfare
PR A17-30 VA	PR Batch 40001.09.2025 Vision Plan WaTWT C	34.20	09/19/2025	001-000-213-10-02-30	PR Batch 40001.09.2025 Vision Plan WaT
PR A31-S13 D	PR Batch 40002.09.2025 Dntl Plan A WaTWT	2,289.50	09/13/2025	001-000-213-10-02-29	PR Batch 40002.09.2025 Dntl Plan A WaT
PR A31-S13 MER	PR Batch 40002.09.2025 Medical Plan A WaTW	30,278.78	09/13/2025	001-000-213-10-02-26	PR Batch 40002.09.2025 Dntl Plan A WaT
PR A31-S13 RWT	PR Batch 40002.09.2025 Retiree's Welfare Trust	3,325.00	09/13/2025	001-000-213-10-02-31	PR Batch 40002.09.2025 Dntl Plan A WaT
PR A31-S13 V	PR Batch 40002.09.2025 Vision Plan EXT WaT	324.90	09/13/2025	001-000-213-10-02-30	PR Batch 40002.09.2025 Dntl Plan A WaT
PR J22-J5 DERA	PR JUL Dental ER Missed Deduction - Edje A	-120.50	07/25/2025	001-000-213-10-02-29	
PR J22-J5 MEEA	PR JUL Medical EE Missed Deduction - Edje A	-83.88	07/25/2025	001-000-213-10-01-35	
PR J22-J5 MERA	PR JUL Medical ER Missed Deduction - Edje A	-1,593.62	07/25/2025	001-000-213-10-02-26	
PR J22-J5 RWTA	PR JUL RWT ER Missed Deduction - Edje A	-175.00	07/25/2025	001-000-213-10-02-31	
PR J22-J5 VERA	PR JUL Vision ER Missed Deduction - Edje A	-17.10	07/25/2025	001-000-213-10-02-30	
PR JUN DERA	PR JUN Dental ER Missed Deduction - Ejde A	-120.50	06/27/2025	001-000-213-10-02-29	
PR JUN MEE A	PR JUN Medical EE Missed Deduction - Ejde A	-83.88	06/27/2025	001-000-213-10-01-35	
PR JUN MERA	PR JUN Medical ER Missed Deduction - Ejde A	-1,593.62	06/27/2025	001-000-213-10-02-26	
PR JUN RWTA	PR JUN RWT ER Missed Deduction - Ejde A	-175.00	06/27/2025	001-000-213-10-02-31	
PR JUN VA	PR JUN Vision ER Missed Deduction - Ejde A	-17.10	06/27/2025	001-000-213-10-02-30	
Check Total:		37,811.90			
Total for Check Run:		327,705.85			
Total of Number of Checks:		8			

Clearing House

Electronic AP Proof List

User: ekovell@gigharborwa.gov
Printed: 09/30/2025 - 1:22PM
Sort By: Vendor Name



Source	Vendor	Name	Transfer/Route	Check Digit	Account Number	Amount
AP5 40002-09-202	000810	AFLAC,	1111/2222	3	999999	1,136.26
AP5 40002-09-202	003694	Allstate Benefits,	1111/2222	3	999999	1,226.81
AP5 40002-09-202	000054	AWC Employee Benefit Trust,	1111/2222	3	999999	163,073.86
AP5 40002-09-202	001505	INTERNAL REVENUE SERVICE,	1111/2222	3	999999	64,968.94
AP5 40002-09-202	000380	LEOFF 1 & 2,	1111/2222	3	999999	16,915.88
AP5 40002-09-202	002660	NAVIA BENEFIT SOLUTIONS,	1111/2222	3	999999	2,277.19
AP5 40002-09-202	000548	PERS 1, 2 & 3 DRS,	1111/2222	3	999999	40,295.01
AP5 40002-09-202	003591	WA Teamsters Welfare Trust,	1210/0024	8	4121444426	37,811.90
Records Printed: 8						327,705.85

Accounts Payable

Computer Check Proof List by Vendor

User: ekovell@gigharborwa.gov
Printed: 09/30/2025 - 1:06PM
Batch: 40202.09.2025



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 000837	City of Gig Harbor-Payroll			Check Sequence: 1	ACH Enabled: False
PR PDOD AUG	PR Batch 40600.09.2025 REIMB TO CITY - BE	563.20	09/19/2025	001-006-521-10-21-01	PR Batch 40600.09.2025 REIMB TO CITY
	Check Total:	563.20			
Vendor: 000206	KEVIN L ENTZE			Check Sequence: 2	ACH Enabled: False
2025 Q3 AUG	LEOFF 1 Benefits Reimb/HIPAA	1,075.84	09/19/2025	001-001-517-21-38-00	
	Check Total:	1,075.84			
Vendor: 002687	HRA VEBA TRUST CONTRIBUTIONS			Check Sequence: 3	ACH Enabled: False
PR A31-S13 NREE	PR Batch 40002.09.2025 VEBA Non-Rep Contri	1,400.00	09/19/2025	001-000-213-10-01-27	PR Batch 40002.09.2025 VEBA Non-Rep
PR A31-S13 PDEE	PR Batch 40002.09.2025 VEBA EE Contributor	950.00	09/19/2025	001-000-213-10-01-27	PR Batch 40002.09.2025 VEBA EE Contri
PR A31-S13 PDER	PR Batch 40002.09.2025 VEBA Monthly Benefi	475.00	09/19/2025	001-000-213-10-02-23	PR Batch 40002.09.2025 VEBA Monthly I
	Check Total:	2,825.00			
Vendor: 003242	LegalShield			Check Sequence: 4	ACH Enabled: False
PR A31-S13 SEP	PR Batch 40002.09.2025 Legal Shield PR Deduc	154.55	09/19/2025	001-000-213-10-01-33	PR Batch 40002.09.2025 Legal Shield PR
	Check Total:	154.55			
Vendor: 003590	Teamsters Legal Defense Fund			Check Sequence: 5	ACH Enabled: False
PR A31-S13 OCT	PR Batch 40002.09.2025 PD Teamsters Legal De	123.08	09/19/2025	001-000-213-10-01-14	PR Batch 40002.09.2025 PD Teamsters Le
	Check Total:	123.08			
Vendor: 003589	Teamsters Local 117			Check Sequence: 6	ACH Enabled: False
PR A31-S13 GUEE	PR Batch 40002.09.2025 General Unit Teamsters	2,326.47	09/19/2025	001-000-213-10-01-10	PR Batch 40002.09.2025 General Unit Tea
PR A31-S13 PDEE	PR Batch 40002.09.2025 PD Teamsters Local N	1,198.09	09/19/2025	001-000-213-10-01-14	PR Batch 40002.09.2025 PD Teamsters Lo

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	3,524.56			
Vendor: 003724	Teamsters Local 313			Check Sequence: 7	ACH Enabled: False
PR A17-30 PDEE	PR Batch 40001.09.2025 Supervisors Unit Team	286.02	09/19/2025	001-000-213-10-01-40	PR Batch 40001.09.2025 Supervisors Unit
PR A31-S13 SUEE	PR Batch 40002.09.2025 Supervisors Unit Team	285.98	09/19/2025	001-000-213-10-01-40	PR Batch 40002.09.2025 Supervisors Unit
	Check Total:	572.00			
Vendor: 001699	TRUSTEED PLANS SVC CORP			Check Sequence: 8	ACH Enabled: False
PR A17-30 LTDEE	PR Batch 40001.09.2025 TPSC LTD 09 PD Offi	624.87	09/19/2025	001-000-213-10-01-26	PR Batch 40001.09.2025 TPSC LTD 09 Ci
PR A17-30 LTDEE	PR Batch 40001.09.2025 TPSC ADJ LTD Pd by	68.42	09/19/2025	001-000-213-10-01-26	PR Batch 40001.09.2025 TPSC LTD 09 Ci
PR A17-30 LTDER	PR Batch 40001.09.2025 TPSC LTD 09 City Pd	305.13	09/19/2025	001-000-213-10-02-09	PR Batch 40001.09.2025 TPSC LTD 09 Ci
PR A17-30 LTDER	PR Batch 40001.09.2025 TPSC LTD 09 CtyPdC	61.58	09/19/2025	001-000-213-10-02-09	PR Batch 40001.09.2025 TPSC LTD 09 Ci
PR A31-S13 ER	PR Batch 40002.09.2025 TPSC LTD 09 City Pd	305.00	09/19/2025	001-000-213-10-02-09	PR Batch 40002.09.2025 TPSC LTD 09 Ci
PR JUL LTD EE	PR JUL LTD EE missed deduction - Ejde A	-34.21	07/25/2025	001-000-213-10-01-26	
PR JUL LTD ER	PR JUL LTD ER missed deduction - Ejde A	-30.79	07/25/2025	001-000-213-10-02-09	
PR JUN LTD EE	PR JUN LTD EE missed deduction - Ejde A	-34.21	06/27/2025	001-000-213-10-01-26	
PR JUN LTD ER	PR JUN LTD ER missed deduction - Ejde A	-30.79	06/27/2025	001-000-213-10-02-09	
	Check Total:	1,235.00			
	Total for Check Run:	10,073.23			
	Total of Number of Checks:	8			

Accounts Payable

Check Register Totals Only

User: ekovell@gigharborwa.gov
Printed: 9/30/2025 - 1:19 PM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
109054	09/19/2025	000837	City of Gig Harbor-Payroll	563.20	0
109055	09/19/2025	000206	KEVIN L ENTZE	1,075.84	0
109056	09/19/2025	002687	HRA VEBA TRUST CONTRIBUTIO	2,825.00	0
109057	09/19/2025	003242	LegalShield	154.55	0
109058	09/19/2025	003590	Teamsters Legal Defense Fund	123.08	0
109059	09/19/2025	003589	Teamsters Local 117	3,524.56	0
109060	09/19/2025	003724	Teamsters Local 313	572.00	0
109061	09/19/2025	001699	TRUSTEED PLANS SVC CORP	1,235.00	0
Check Total:				10,073.23	

Accounts Payable

Computer Check Proof List by Vendor

User: ekovell@gigharborwa.gov
Printed: 09/30/2025 - 12:16PM
Batch: 40203.09.2025



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 000316	MISSIONSQ 108858 RETIREMENT			Check Sequence: 1	ACH Enabled: True
PR A17-30 SEP	PR Batch 40001.09.2025 401a MsnSqr Loans	121.66	09/19/2025	001-000-213-10-01-12	PR Batch 40001.09.2025 401a MsnSqr Lo
PR A17-30 SEP	PR Batch 40001.09.2025 401a MsnSqr Loans	656.56	09/19/2025	001-000-213-10-01-12	PR Batch 40001.09.2025 401a MsnSqr Lo
PR A17-30 SEP	PR Batch 40001.09.2025 401a MsnSqr Loans	874.71	09/19/2025	001-000-213-10-01-12	PR Batch 40001.09.2025 401a MsnSqr Lo
PR A17-30 SEP	PR Batch 40001.09.2025 401a MsnSqr Loans	357.34	09/19/2025	001-000-213-10-01-12	PR Batch 40001.09.2025 401a MsnSqr Lo
PR A17-30 SEP	PR Batch 40001.09.2025 401a MsnSqr Loans	212.45	09/19/2025	001-000-213-10-01-12	PR Batch 40001.09.2025 401a MsnSqr Lo
PR A17-30 SEP	PR Batch 40001.09.2025 401a MsnSqr Loans	694.62	09/19/2025	001-000-213-10-01-12	PR Batch 40001.09.2025 401a MsnSqr Lo
PR A17-30 SEP	PR Batch 40001.09.2025 401a MsnSqr Loans	31.80	09/19/2025	001-000-213-10-01-12	PR Batch 40001.09.2025 401a MsnSqr Lo
PR A17-30 SEP	PR Batch 40001.09.2025 401a MsnSqr Loans	813.46	09/19/2025	001-000-213-10-01-12	PR Batch 40001.09.2025 401a MsnSqr Lo
PR A17-30 SEP	PR Batch 40001.09.2025 401a MsnSqr Loans	137.28	09/19/2025	001-000-213-10-01-12	PR Batch 40001.09.2025 401a MsnSqr Lo
PR A17-30 SEP	PR Batch 40001.09.2025 401a MsnSqr Loans	86.95	09/19/2025	001-000-213-10-01-12	PR Batch 40001.09.2025 401a MsnSqr Lo
PR A17-30 SEP	PR Batch 40001.09.2025 401a MsnSqr Loans	136.88	09/19/2025	001-000-213-10-01-12	PR Batch 40001.09.2025 401a MsnSqr Lo
PR A17-30 SEP	PR Batch 40001.09.2025 401a MsnSqr Loans	438.16	09/19/2025	001-000-213-10-01-12	PR Batch 40001.09.2025 401a MsnSqr Lo
PR A17-30 SEP	PR Batch 40001.09.2025 401a MsnSqr Loans	55.27	09/19/2025	001-000-213-10-01-12	PR Batch 40001.09.2025 401a MsnSqr Lo
PR A17-30 SEP	PR Batch 40001.09.2025 401a MsnSqr Loans	207.64	09/19/2025	001-000-213-10-01-12	PR Batch 40001.09.2025 401a MsnSqr Lo
PR A17-30 SEP	PR Batch 40001.09.2025 401a MsnSqr Loans	488.80	09/19/2025	001-000-213-10-01-12	PR Batch 40001.09.2025 401a MsnSqr Lo
PR A17-30 SEP	PR Batch 40001.09.2025 401a MsnSqr Loans	103.80	09/19/2025	001-000-213-10-01-12	PR Batch 40001.09.2025 401a MsnSqr Lo
PR A17-30 SEP	PR Batch 40001.09.2025 401a MsnSqr Loans	1,103.25	09/19/2025	001-000-213-10-01-12	PR Batch 40001.09.2025 401a MsnSqr Lo
PR A31-S13 SEP	PR Batch 40002.09.2025 401a MsnSqr Loans	438.16	09/19/2025	001-000-213-10-01-12	PR Batch 40002.09.2025 401a MsnSqr Lo
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PR A31-S13 SEP	PR Batch 40002.09.2025 401a MsnSqr Loans	357.34	09/19/2025	001-000-213-10-01-12	PR Batch 40002.09.2025 401a MsnSqr Lo
PR A31-S13 SEP	PR Batch 40002.09.2025 401a MsnSqr Loans	656.56	09/19/2025	001-000-213-10-01-12	PR Batch 40002.09.2025 401a MsnSqr Lo
PR A31-S13 SEP	PR Batch 40002.09.2025 401a MsnSqr Loans	813.46	09/19/2025	001-000-213-10-01-12	PR Batch 40002.09.2025 401a MsnSqr Lo
PR A31-S13 SEP	PR Batch 40002.09.2025 401a MsnSqr Loans	55.27	09/19/2025	001-000-213-10-01-12	PR Batch 40002.09.2025 401a MsnSqr Lo
PR A31-S13 SEP	PR Batch 40002.09.2025 401a MsnSqr Loans	137.28	09/19/2025	001-000-213-10-01-12	PR Batch 40002.09.2025 401a MsnSqr Lo
PR A31-S13 SEP	PR Batch 40002.09.2025 401a MsnSqr Loans	121.66	09/19/2025	001-000-213-10-01-12	PR Batch 40002.09.2025 401a MsnSqr Lo

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
PR A31-S13 SEP	PR Batch 40002.09.2025 401a MsnSqr Loans	136.88	09/19/2025	001-000-213-10-01-12	PR Batch 40002.09.2025 401a MsnSqr Loans
PR A31-S13 SEP	PR Batch 40002.09.2025 401a MsnSqr Loans	212.45	09/19/2025	001-000-213-10-01-12	PR Batch 40002.09.2025 401a MsnSqr Loans
PR A31-S13 SEP	PR Batch 40002.09.2025 401a MsnSqr Loans	488.80	09/19/2025	001-000-213-10-01-12	PR Batch 40002.09.2025 401a MsnSqr Loans
PR A31-S13 SEP	PR Batch 40002.09.2025 401a MsnSqr Loans	874.71	09/19/2025	001-000-213-10-01-12	PR Batch 40002.09.2025 401a MsnSqr Loans
PR A31-S13 SEP	PR Batch 40002.09.2025 401a MsnSqr Loans	694.62	09/19/2025	001-000-213-10-01-12	PR Batch 40002.09.2025 401a MsnSqr Loans
PR A31-S13 SEP	PR Batch 40002.09.2025 401a MsnSqr Loans	1,103.25	09/19/2025	001-000-213-10-01-12	PR Batch 40002.09.2025 401a MsnSqr Loans
PR A31-S13 SEP	PR Batch 40002.09.2025 401a MsnSqr Loans	86.95	09/19/2025	001-000-213-10-01-12	PR Batch 40002.09.2025 401a MsnSqr Loans
PR A31-S13 SEP	PR Batch 40002.09.2025 401a MsnSqr Loans	207.64	09/19/2025	001-000-213-10-01-12	PR Batch 40002.09.2025 401a MsnSqr Loans
PR A31-S13 SEP	PR Batch 40002.09.2025 401a MsnSqr Loans	31.80	09/19/2025	001-000-213-10-01-12	PR Batch 40002.09.2025 401a MsnSqr Loans
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Vendor: 000319	MISSIONSQ 108858 RETIREMENT			Check Sequence: 2	ACH Enabled: True
PR A31-S13 EE	PR Batch 40002.09.2025 401a MissionSquare El	27,456.25	09/19/2025	001-000-213-10-01-07	PR Batch 40002.09.2025 401a MissionSquare El
PR A31-S13 EE	PR Batch 40002.09.2025 401a MsnSqr EE Adjus	-207.77	09/19/2025	001-000-213-10-01-07	PR Batch 40002.09.2025 401a MsnSqr EE Adjus
PR A31-S13 ER	PR Batch 40002.09.2025 401a MsnSqr ER<Life	24,202.16	09/19/2025	001-000-213-10-02-07	PR Batch 40002.09.2025 401a MsnSqr ER<Life
PR A31-S13 ER	PR Batch 40002.09.2025 401A ER MsnSqr Adju	-207.77	09/19/2025	001-000-213-10-02-07	PR Batch 40002.09.2025 401A ER MsnSqr Adju
	Check Total:	51,242.87			
Vendor: 000320	MISSIONSQ 301389 RETIREMENT			Check Sequence: 3	ACH Enabled: True
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PR A31-S13 ER	PR Batch 40002.09.2025 457(b) Monthly Benefi	3,592.54	09/19/2025	001-000-213-10-02-23	PR Batch 40002.09.2025 457 MissionSqr I
	Check Total:	16,511.62			
Vendor: 002808	MISSIONSQ 705781 RETIREMENT			Check Sequence: 4	ACH Enabled: True
PR A31-S13 EE	PR Batch 40002.09.2025 IRA ROTH EE Ded-O	320.00	09/19/2025	001-000-213-10-01-31	PR Batch 40002.09.2025 IRA ROTH EE D
PR A31-S13 EE	PR Batch 40002.09.2025 IRA ROTH EE Ded-U	1,182.50	09/19/2025	001-000-213-10-01-31	PR Batch 40002.09.2025 IRA ROTH EE D
	Check Total:	1,502.50			
	Total for Check Run:	82,298.25			
	Total of Number of Checks:	4			

Clearing House
Electronic AP Proof List

User: ekovell@gigharborwa.gov
Printed: 09/30/2025 - 1:22PM
Sort By: Vendor Name



Source	Vendor	Name	Transfer/Route	Check Digit	Account Number	Amount
AP5 40203-09-202	000319	MISSIONSQ 108858 RETIREMENT,	0110/0002	8	99001190	51,242.87
AP5 40203-09-202	000316	MISSIONSQ 108858 RETIREMENT,	0110/0002	8	99001190	13,041.26
AP5 40203-09-202	000320	MISSIONSQ 301389 RETIREMENT,	0110/0002	8	99001190	16,511.62
AP5 40203-09-202	002808	MISSIONSQ 705781 RETIREMENT,	0110/0002	8	99001190	1,502.50
Records Printed: 4						82,298.25



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

Meeting Date: October 13, 2025

SUBJECT: Resolution 1344 Amending the City's Fee Schedule

SUBMITTED BY: City Clerk Josh Stecker

DEPARTMENT: Administration

PHONE: (253) 853-7613

SUGGESTED MOTION: Move to approve Resolution 1344.

BACKGROUND INFORMATION: In November 2024, council adopted a comprehensive fee schedule that was updated to include full cost recovery of city staff time and expense for the various fees and permits issued by the city. This summer staff was tasked with reviewing the fee schedule to adjust any items that may have changed significantly in the past year.

At the September 25 study session, staff presented council with the attached updated fee schedule. Council concurred with all the suggested changes and directed staff to prepare a resolution adopting the revised fee schedule for its consideration and adoption.

Of procedural note, the fee schedule includes a new section for Water Utility Special Charges (Section K on Page 15). These fees are also set in GHMC 13.04.070 at a different rate. Staff is preparing an ordinance to present to council that would remove the rates from the municipal code and refer to the fee schedule resolution. Until this ordinance is adopted, the fees prescribed in the municipal code shall prevail.

FISCAL CONSIDERATION: N/A

ATTACHMENTS:

1. Resolution 1344
-

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

RESOLUTION 1344

A RESOLUTION OF THE CITY OF GIG HARBOR, WASHINGTON, ESTABLISHING FEES FOR POLICE SERVICES, LAND USE APPLICATIONS AND PERMITS, BUILDING PERMIT FEES, ENGINEERING FEES, COPY SERVICE FEES, AND PUBLIC RECORDS REQUEST FEES; AND REPEALING RESOLUTION 1331

WHEREAS, the City of Gig Harbor has established police services, land use, engineering, building permit, other development review fees, and copy service fees by Resolution; and

WHEREAS, the Gig Harbor City Council has requested that all departments evaluate fees on an annual basis and, as necessary, propose adjustments to the fee schedule; and

WHEREAS, the last update to the Fee Schedule was approved on February 24, 2025, by Resolution 1331;

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

Section 1. The city council hereby repeals Resolution 1331 and adopts the Administration, Police, Land Use, Engineering, Building, and Public Records Fee Schedule attached as Exhibit A.

ADOPTED by the City Council of the City of Gig Harbor at a regular meeting thereof, held this 13th day of October, 2025.

Mary K. Barber
Mayor

Attest:

Joshua Stecker, CMC
City Clerk

EXHIBIT A
CITY OF GIG HARBOR
FEE SCHEDULE

A. ADMINISTRATION

1) PUBLIC RECORDS REQUEST FEE SCHEDULE

- | | | |
|----|--|------------------------|
| a) | Inspection of records at Civic Center | No fee |
| b) | 8-1/2 x 11", 8-1/2" x 14" & 11" x 17" B&W Copies | \$0.15 per page |
| | No charge for first 50 pages | |
| c) | Scanned copies | \$0.10 per page |
| | No charge for first 50 pages | |
| d) | Scanned documents: greater than 11" x 17" | \$0.50 per page |
| e) | Electronic Files or attachments to an email | \$0.05 per every 4 |
| | If the number of files is 80 or less, the fee will be waived. 84 files = \$1.05 | |
| f) | Records transmitted in electronic format | \$0.10 per gigabyte |
| g) | Digital Storage Media Device (CD/DVD, flash drive) | actual cost |
| h) | Outside Vendor | actual cost |
| i) | Envelope / Postage | actual cost |
| j) | Customized Service Charge * | actual cost |
| k) | Police body camera or dash camera video redactions
(redacting, altering, distorting, pixelating, suppressing, or
Otherwise obscuring) per RCW 42.56.240(14) ** | \$60.25 per staff hour |

In the event a request is estimated to exceed \$25, the City may require a deposit in an amount not to exceed 10% of the estimated cost prior to the duplication of record(s).

* When the request would require the use of IT expertise to prepare data compilations or when such customized access services are not used by the agency for other business purposes. The agency may charge actual cost.

** Unless otherwise exempted from such fee by applicable RCW.

2) DOG LICENSE FEES

Dog license are issued and current for one year from date of original licensing.

- | | | |
|----|-----------------|----------|
| a) | Senior Citizens | \$5.00 |
| b) | Altered Dogs | \$7.00 |
| c) | Unaltered Dogs | \$17.00 |
| d) | Dangerous Dogs | \$100.00 |

3) CIVIC CENTER ROOM RENTAL

The city is pleased to share its facilities with the public. Rental rates are per day unless otherwise noted.

Weekdays:

- a) City Council Chambers \$75/hr, \$250 ½ half day, \$500 full day
includes Lobby Area (lobby not available during business hours)
- b) Community Rooms \$50/hr, \$150 ½ day, \$300 full day

Weekends:

- a) City Council Chambers (includes lobby area) \$400 + cleaning fees
- b) Community Rooms \$400 + cleaning fees

Custodial charges: Custodial charges will be required for weekend, holiday and after-hours building use or if the City Administrator or designee has determined the need. Cost for custodial services will be calculated at the time of the rental with a minimum charge of 2 hours including ½ hour before, duration of the event, and the ½ hour after (total 3 hours).

Weekday after hours cleaning fee: \$100

Weekend cleaning fee: \$250

4) PARK FEES

- a) Crescent Creek Park Shelter (9:00am-2:pm or 2:00pm to dusk): \$100
Refer to the Special Events fees for parties of 30 people or more
- b) Jerisich Dock Moorage Fees per overnight period
 - Friday before Memorial Day through Labor Day \$1.75/ft.
 - All other days \$1.25/ft.
- c) Ancich Waterfront Park Human Powered Watercraft Storage Facility Rental Rates

Priority for reservations will be given to Gig Harbor city residents. Unfilled storage slots may be rented for the remainder of an annual term for a pro-rated fee.

Annual rental rates for city residents:

- Stand-up Paddleboard \$400.00
- Kayak/canoe 12-foot slot \$450.00
- Kayak/canoe 16-foot slot \$550.00
- Kayak/canoe 18-foot slot \$600.00

Annual rental rates for non-city residents:

- Stand-up Paddleboard \$480.00
- Kayak/canoe 12-foot slot \$540.00
- Kayak/canoe 16-foot slot \$660.00
- Kayak/canoe 18-foot slot \$720.00

- Locker Fee: \$120.00

- d) Doris Heritage Park Shelters (9:00am-2:pm or 2:00pm to dusk): \$100

- Refer to the Special Events fees for parties of 30 people or more
- e) Performance Shelter at Doris Heritage Park - \$200 ½ day (8 am – 2 pm or 2 pm – dusk), \$300 full day rental
 - f) Field rentals at Pen Light Fields (outside of facility use agreement with GHLL) \$20/field per hour. Lights, if used, will be reimbursed based on actual power bill

5) **SPECIAL EVENTS**

Special Events held on public land.

- | | |
|-----------------------------------|-----------|
| a) City Sponsored Event | \$ 0.00 |
| b) Not for Profit Sponsored Event | \$ 250.00 |
| c) Profit/Commercial Event | \$ 500.00 |

An Electrical Inspection Fee may apply to a Special Event Permit (if required by Labor & Industries) \$ 100.00
 Road Closure \$100.00

6) **ANNUAL BUSINESS LICENSE FEE**

Business located in city limits - over 200 sq ft. \$120.00*
 Business located in city limits - under 200 sq. ft. or home occupation: \$60.00
 Business not located in city limits \$60.00

*Fee effective upon implementation by the Department of Revenue. Prior to implementation the fee will be \$60.00.

Cabaret License are processed through the City. Cabaret is defined as a place that serving the public that includes various forms of live entertainment.

- | | |
|---------------------------|----------|
| a) Annual Cabaret License | \$ 25.00 |
|---------------------------|----------|

Peddler's Licenses are processed through the City of Gig Harbor and are good for ninety days. Licenses can be reapplied for multiple times.

- | | |
|---------------------------|----------|
| a) 90 Day Peddler License | \$ 50.00 |
|---------------------------|----------|

Adult Entertainment Business License

- | | |
|--------------------------------|------------------|
| a) Original license | \$ 500.00 |
| b) Renewal | \$ 100.00 |
| c) Adult Entertainer / Manager | yearly \$ 100.00 |

7) **FINGERPRINTING AND WEAPON PERMITS**

The Police Department processes fingerprints and Concealed Pistol License.

- a) Fingerprinting

1) Each Card	\$ 15.00
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- b) Concealed Pistol License – Fees are set according to RCW: 9.41.070

1) New	\$ 49.25
2) Renewal	\$ 32.00
3) Late Renewal	\$ 42.00
4) Replacement of Lost Permit	\$ 10.00

8) RETURNED CHECK FEE **\$50.00**

9) ELECTRIC VEHICLE CHARGING STATION USE FEE

The fee for public use of electric vehicle charging stations located in public parking facilities owned or controlled by the City of Gig Harbor shall be comprised of the following base rate plus applicable surcharges:

Rate Type	Rate
Base Rate	\$0.25 per kWh
Surcharge for occupying parking space after vehicle charging is complete	\$0.40 per minute, including a grace period of 15 minutes after charging is complete

10) UTILITY BILLING LIEN FEE **\$200.00**

B. LAND USE PERMIT APPLICATION FEES

When a development proposal involves two or more permits listed in 3 through 14 below being consolidated and processed concurrently, the highest cost land use permit shall be charged the full fee and all other land use permits charged 50% of the applicable fee. Specified engineering fees, building/fire fees, third party review fees and the fees listed in 1 and 2, and 15 through 26 below are not subject to the 50% reduction. The fees below are paid at submittal of application and include public notice fees; see section "G" for required deposits and fees incurred during the review process.

1) Amendment to Comprehensive Plan

- a) Map Amendment \$9,758.00
- b) Urban Growth Area Adjustment \$9,758.00
- c) Text Amendment \$9,758.00

2) Amendments to Municipal Code

- a) Zoning District Boundary \$8,131.00
- b) Text \$8,131.00
- c) Height Restriction Area Amendment \$8,131.00

3) Conditional Use Permit

- a) Single-family \$5,285.00
 - b) Nonresidential/Multiple-family in existing building \$5,285.00
 - c) New Nonresidential / Multiple-family Dev. \$5,285.00
- *Above fees include \$130.00 for Building/Fire review

4) Variance/Interpretation

- a) Single-family Variance \$3,659.00
- b) Non-Single-family Variance \$3,659.00

c) Administrative Variance	\$1,041.00
d) Interpretation	\$861.00
*Above variance fees include \$98.00 for Building/Fire review	

5) Site Plan Review and Landscape Plans

a) Major Site Plan Review	
New use or building – Combined Total	\$6899.00
Planning	\$4,879.00
Building/Fire	\$ 340.00
Engineering	\$1680.00
Existing/approved site plan modifications/expansions – Combined Total	
\$5089.00	
Planning	\$ \$3,659.00
Building/Fire	\$ 170.00
Engineering	\$1260.00
Modification of conditions of approval – Combined Total	\$3029.00
Planning	\$2,439.00
Building/Fire	\$ 170.00
Engineering	\$420.00
Regional stormwater ponds – Combined Total	\$4399.00
Planning	\$2,439.00
Engineering	1960.00
b) Minor Site Plan Review	
Change in use	\$ \$260.00
Changes to GFA/impervious surface – Combined Total	\$ 1481.00
Planning	\$976.00
Building/Fire	\$85.00
Engineering	\$420.00
Changes to landscaping/common areas/vegetation retention areas/parking lot layout with no impervious surface change	\$976.00
Demolition	\$ 115.00
Changes to stormwater facilities – Combined Total	\$ 2096.00
Planning	\$ \$976.00
Engineering	\$ 1120.00
Changes to Conditions of Approval	\$ 630.00
Rapid Charging Stations	\$ 115.00
c) Alternative Landscape Plan	\$ \$976.00

6) Planned Residential District (PRD)

c) Major PRD Amendment – Combined Total	\$5089.00
Planning	\$ 3,659.00
Engineering	\$ 1260
Building/Fire	\$ 170.00

d) Minor PRD Amendment – Combined Total		\$1901.00
Planning	\$ 976	
Building/Fire	\$ 85.00	
Engineering	\$ 840.00	
7) Planned Unit Development (PUD) (Exclusive of subdivision fees)		
a) Preliminary PUD – Combined Total		\$ 7305.00
Planning	\$5,285.00	
Building/Fire	\$ 340.00	
Engineering	\$ 1680.00	
b) Final PUD		\$ 1,280.00
c) Major PUD Amendment – Combined Total		\$ 5089.00
Planning	\$3,659.00	
Building/Fire	\$ 170.00	
Engineering	\$ 1260.00	
e) Minor PUD Amendment – Combined Total		\$ 1901.00
Planning	\$ 976.00	
Building/Fire	\$ 85.00	
Engineering	\$ 840.00	
8) Performance Based Height Exception		\$ 2118.00
Planning	\$2,033.00	
Building/Fire	\$ 85.00	
9) Transfer of Density Credit Request		\$ 630.00
10) Subdivisions		
a) Preliminary Plat – Combined Total		\$ 15137.00
Planning	\$9,757.00	
Engineering	\$ 5040.00	
Building/Fire	\$ 340.00	
b) Minor Preliminary Plat Revisions – Combined Total		\$ 4251.00
Planning	\$ 2,846.00	
Building/Fire	\$ 85.00	
Engineering	\$ 1680.00	
c) Final Plat – Combined Total		\$5759.00
Planning	\$3,659.00	
Engineering	\$ 2100.00	
d) Plat Alterations/Vacations – Combined Total		\$ 3911.00
Planning	\$2,846.00	
Building/Fire	\$ 85.00	
Engineering	\$ 980.00	

11) Short Subdivisions and Boundary Line Adjustments

a) Preliminary Short Plat Approval – Combined Total	\$ 6519.00
Planning	\$3,659.00
Engineering	\$ 2520.00
Building/Fire	\$ 340.00
b) Final Short Plat Approval – Combined Total	\$ 2373.00
Planning	\$2,033.00
Engineering	\$ 340.00
c) Boundary Line Adjustment – Combined Total	\$ 2748.00
Planning	\$2,033.00
Engineering	\$ 630.00
Building/Fire	\$ 85.00
12) Binding Site Plans	
a) Binding Site Plans – Combined Total	\$ 6264.00
Planning	\$3,659.00
Engineering	\$ 2520.00
Building/Fire	\$ 85.00
b) Amendment/Modification/Vacation – Combined Total	\$ 2118.00
Planning	\$2,033.00
Building/Fire	\$ 85.00
13) Shoreline Management Permits	
a) Substantial Development	\$4,879.00
b) Variance	\$6,505.00
c) Conditional Use	\$6,505.00
d) Revision	\$2,033.00
e) Request for Exemption	\$1,220.00
14) Communications Facilities Application Review	
a) General Application Review – Combined Total	\$ 1386.00
Planning	\$1,301.00
Building/Fire	\$ 85.00
b) Special Exception	\$976.00
c) Conditional Use	\$ 4020.00
15) Wetlands/Critical Areas Analysis	
a) City staff review:	
Steep Slopes/Erosion Hazard/Landslide Hazard	\$1,301.00
Critical Habitat/Streams	\$1,301.00
Aquifer Recharge Hydrogeologic Report	\$1,301.00
Critical Areas Preliminary Site Investigation	\$1,301.00
Critical Areas Report/Mitigation Review	\$1,301.00
Reasonable Use Permit	\$3,252.00
Variance	\$3,252.00
Flood Plain Development	
i) Flood Hazard Permit	\$ 650.00

ii) Elevation Certificate Review	\$ \$650.00
b) Third Party review:	
Critical areas analysis report	Actual Cost
Critical areas mitigation/monitoring report	Actual Cost
Special flood hazard area habitat assessment	Actual Cost

16) Design Review

a) Administrative Approval/DRB Recommendation/Exceptions:	
Nonresidential and Multifamily	
Up to 10,000 sq. ft. gross floor area (GFA)	\$ 104.00/each
1,000 sq. ft.	
10,001-20,000 sq. ft. GFA	\$ 136.00/each 1,000 sq. ft.
>20,000 sq. ft. GFA	\$ 162.00/each 1,000 sq. ft.
Subdivision	\$ 744.00
Site plans with no buildings/GFA	\$ 744.00
Single-family/duplex dwelling	\$ 172.00
b) Administrative Review of Alternative Designs:	
Single-family/duplex dwelling	\$ 515.00 for first 2 alternatives requested + \$ 162.00 for each additional.
Tenant Improvement	\$ 822.00 for first 2 alternatives requested + \$ 401.00 for each additional.
c) Amendments to existing or approved plans/buildings (Fees below are cumulative based on the type of revisions)	
Minor Adjustment to Hearing Examiner Decisions	\$1,301.00
Revisions to parking, landscaping, site amenities	\$ 401.00*
Revisions to existing or approved building	25% of fees required by 16a above based on the GFA of the building being revised with a minimum of \$401.00 for each building revised.
Revisions to single-family/duplex dwelling	\$ 84.00
Revisions to subdivision	\$ 401.00

* Fee for revisions to parking, landscaping, site amenities not collected if design review permit is processed concurrently with minor site plan review.

17) Sign Permits

a) All signs less than 25 sq. ft.	\$137.00
b) Change of Sign, all sizes	\$137.00

c) Request for Variance	\$3,659.00
d) Projecting	\$137.00
e) Wall Sign, non-illuminated:	\$137.00
f) Wall Sign, illuminated:	\$192.00
g) Ground Sign, non-illuminated:	\$192.00
h) Ground Sign, illuminated:	\$192.00
i) Master Sign Plan Review and any revisions (per Building)	\$325.00

18) Development Agreements

a) Development Agreements – Combined Total	\$ 8605.00 + City Attorney fees
Planning	\$6,505.00 + City Attorney fees
Engineering	\$ 2100.00
b) Development Agreements which include deviations from development standards other than extending the approval duration or phasing of projects	
Combined Total	\$ 13,247.00 + City Attorney fees
Planning	\$9,757.00+ City Attorney fees
Engineering	\$ 3,150.00
Building/Fire	\$ 340.00

19) Special Use Permit

a) General	277.00
Planning	\$192.00
Building/Fire	\$ 85.00
b) Food Truck	\$ 136.00
Food Truck – Annual Renewal	75% of Initial Cost

20) Temporary Use Permit

	\$ 277.00
Planning	\$ 192.00
Building/Fire	\$ 85.00

21) Land Clearing Permit

\$520.00

22) Nonconforming Use and Structure Review

a) Nonconforming use review	\$1,301.00
b) Changes from one nonconforming use to another	\$861.00
c) Nonconforming structure review	\$1,301.00

23) Historic Preservation

a) Local Register Nomination/Removal	\$500.00
b) Certificate of Appropriateness/Waiver	\$500.00
c) Special Property Tax Valuation	\$500.00

24) Appeals/Reconsideration

a) To the Hearing Examiner:	
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Reconsideration	\$ 1,301.00
Administrative Variance	\$ 1,301.00
Administrative Decision	\$ 1,301.00
Notice of Violation	\$ 1,301.00

Note: Appellants who substantially prevail on appeal or reconsideration as determined by the planning director will be refunded the above appeal fee and will not be billed hearing examiner fees. Appellants who do not substantially prevail on appeal or reconsideration, or whose appeal is dismissed for lack of standing will be billed for the hearing examiner costs. No hearing examiner deposit is required for appeals or reconsideration.

- 25) **Danger/Hazard Tree Removal Review** **\$439.00**
- 26) **Short-term Rental Permit** **\$878.00**

C. ENVIRONMENTAL REVIEW (SEPA)

- 1) **Checklist** \$650.00
- 2) **Environmental Impact Statement**
 - a) Prepared by Staff Actual Cost
 - b) Prepared by Consultant Actual Cost
- 3) **Appeals of Decisions**
 - a) Administrator's Final Determination (DNS or EIS) \$ 1301.00

Note: Appellants who substantially prevail on appeal or reconsideration as determined by the planning director will be refunded the above appeal fee and will not be billed hearing examiner fees. Appellants who do not substantially prevail on appeal or reconsideration, or whose appeal is dismissed for lack of standing will be billed for the hearing examiner costs. No hearing examiner deposit is required for appeals or reconsideration.

D. ANNEXATION PETITION

- 1) **Notice of Intent to Commence Annexation** **\$1,041.00**
- 2) **Annexation Petition** (once accepted by Council) **\$10,408.00**
 - *Above fees include \$195.00 for Building/Fire and \$500 for Public Works review
- 3) **Enumeration** Actual cost with deposit

E. REQUESTS FOR INFORMATION

- 1) Land-use information, verbal (up to 15-minutes). Information exchange not requiring code interpretation, research or written/official response. (e.g. What is my zone? What are the requirements for tree retention?).
No Charge

- 2) Land-use information, verbal (more than 15-minutes). \$ 130.00/hour
- 3) Land-use information, written response requested related to active permit.
No Charge
- 4) Land-use information, written response requested not related to active permit (e.g. zoning verification letter) \$ 130.00/hour

F. PREAPPLICATION REVIEW

Staff Pre-Application Conference (includes a written summary of the meeting)	\$ 1861.00
Planning	\$ 976.00
Building/Fire	\$ 255.00
Public Works	\$ 630.00
DRB Pre-Application Meeting	
First meeting	\$ 0.00
Subsequent pre-application meetings	\$ 645.00 each

50% of the preapplication fee may be applied to a subsequent permit application so long as the application is made within 6 months of the preapplication meeting and the amount applied does not exceed the cost of the permit.

G. INVOICED FEES AND DEPOSITS:

- 1) **Additional Submittal Review Fees:** The costs above in section "A" include the review of the initial application and two revisions (three submittals total) plus the preparation of staff reports and administrative decisions. If a project requires staff review of more than three submittals, the applicant will be charged a rate of \$104.00 per hour (minimum of eight hours) for the time the project planner spends reviewing each submittal thereafter. The applicant shall pay \$832.00 prior to staff commencing review of each additional submittal.
- 2) **Recording Fees:** For those applications which require recording of the final document, the applicant shall bear the costs of all recording.
- 3) **Hearing Examiner Fees:** For those applications which require a public hearing, an appeal hearing, or a reconsideration decision, the applicant/appellant shall bear all the costs of the hearing examiner. The applicant shall deposit \$3,000.00 at time of application to cover hearing examiner costs. Actual costs in excess of the deposit will be billed to the applicant. Actual costs below the deposit will be refunded. In the case of appeals or reconsiderations, appellants who do not substantially prevail on appeal or reconsideration, or whose appeal is dismissed for lack of standing will be billed for the hearing examiner costs. No deposit is required for appeals or reconsideration.
- 4) **Development Agreement Attorney Deposit:** For those applications for a development agreement, the applicant shall bear all the costs of the city attorney for

review of the development agreement. The applicant shall deposit \$2,000.00 at time of application to cover attorney costs. Actual costs in excess of the deposit will be billed to the applicant. Actual costs below the deposit will be refunded.

- 5) **Critical Area Review Deposit:** For those applications which require third-party consultant review of critical area reports, delineations and mitigation, the applicant shall bear all the costs of the third-party consultant review. The applicant will be required to submit a deposit for the anticipated review prior to the consultant starting review of the project.
- 6) **Annexation Enumeration Deposit:** An applicant shall pay for the actual cost of annexation enumeration if approved. Prior to adoption of an ordinance annexing property, the applicant shall deposit an amount determined by the Planning Director, based on the size and expected population, to be used for enumeration by the city. Actual costs in excess of the deposit will be billed to the applicant. Actual costs below the deposit will be refunded. If the annexation petition is denied, the deposit will be refunded.
- 7) **Franchise Agreement / Master Use Permit Review Fees and Attorney Deposit:** For those applications for a franchise agreement / master use permit, the applicant shall pay the City's review fee of \$2,080 and bear all the costs of the city attorney for review of the agreement. At the time of application, the applicant shall pay the fee and deposit \$5,000 to cover attorney costs. Actual costs in excess of the deposit will be billed to the applicant. Actual costs below the deposit will be refunded.
- 8) **Cellular Facility Lease Agreement Siting Fee and Attorney Deposit:** For those looking to site a cellular facility, the applicant shall pay the City's review fee of \$1,040 and bear all the costs of the city attorney to prepare a lease agreement. At the time of cellular facility application, the applicant shall pay the fee and deposit \$5,000 to cover attorney costs. Actual costs in excess of the deposit will be billed to the applicant. Actual costs below the deposit will be refunded.
- 9) **Technical Feasibility Review of Wireless Communication Facilities:** For those applications looking to place wireless communications in the City, the applicant shall bear all costs for a third-party review to verify technical feasibility of the proposed wireless communication facilities. At the time of application, the applicant shall pay a deposit of \$3,000 to cover the third-party review. Actual costs in excess of the deposit will be billed to the applicant. Actual costs below the deposit will be refunded.
- 10) **Wireless Technical Review Deposit:** For those applications which require third-party consultant review of technical reports, data, or emissions for proposed wireless services, the applicant shall bear all the costs of the third-party consultant review. The applicant will be required to submit a deposit for the anticipated cost of review prior to the consultant starting review of the project.
- 11) **On-call Arborist Review Deposit:** For those applications which require third-party

consultant review of arborist reports – including, but not limited to, tree removal, hazardous tree determination, and landscape/replanting and mitigation plans – the applicant shall bear all the costs of the third-party consultant review. The applicant will be required to submit a deposit for the anticipated review prior to the consultant starting review of the project.

12) Reimbursement for General City Staff and/or Attorney Costs. For those instances where a developer is requesting the city provide services that are not related to an existing fee identified by resolution the city may request reimbursement for city staff and/or city attorney costs. City staff costs will be reimbursed monthly on a per-hour basis at the rate of \$120/hour. City attorney costs will be covered by an initial \$3,000 deposit where any costs in excess of the deposit will be billed to the applicant and where actual costs are below the deposit will be refunded.

H. COPY SERVICES/ADDRESS LABELS

1) Zoning Map/Comprehensive Plan Land Use Map (24" x 36")	\$ 6.80
2) Zoning Code	\$ 35.00
3) Comprehensive Plan	\$ 15.00
4) Shoreline Master Program	\$ 39.00
5) Critical Areas Map (24"x 36")	\$ 6.80
6) Visually Sensitive Area (24"x 36")	\$ 6.80
7) Design Manual (GHMC 17.99)	\$ 10.00
8) Full Size Bond Reproduction (By Outside Service) service+\$ 5.00	Charge by outside
9) Full Size Bond Reproduction (In House)	\$ 6.80 per page
10) 8-1/2 x 11", 8-1/2" x 14" & 11" x 17" B&W Copies No charge for first 50 pages	\$ 0.15 per page
11) 8-1/2" x 11", 8-1/2" x 14" & 11" x 17" Color Copies No charge for first 50 pages	\$ 0.20 per page
13) Scanned documents for electronic records request 8-1/2 x 11", 8-1/2" x 14" & 11" x 17" B&W No charge for first 50 pages	\$ 0.05 per page
14) Scanned documents 8-1/2 x 11", 8-1/2" x 14" & 11" x 17" Color No charge for first 50 pages	\$ 0.10 per page
15) Scanned documents All sizes greater than 11" x 17"	\$ 0.50 per page
16) Copy of existing CD or burning documents to CD	\$ 1.00 per CD
17) Address labels of property owners within 300 feet of project – included in permit fees	

I. FEE REIMBURSEMENTS

Application fees may be reimbursed at the following rate (percent of total fee):

Request to withdraw application prior to any public notice issued 100%

Request to withdraw application after any public notice issued. 85%
 Request to withdraw application after 1st comprehensive review of project 50%
 Request to withdraw application after 2nd comprehensive review of project, issuance of staff report, or SEPA threshold determination 35%
 Request to withdraw application after 3rd comprehensive review of project, or following a public hearing, or issuance of administrative decision 0%

Traffic report preparation fees, if addressed in a Hearing Examiner appeal, may be reimbursed to the extent directed by the Examiner in the Examiner's final decision.

J. UTILITY EXTENSION REQUEST \$ 700.00

K. WATER UTILITY SPECIAL CHARGES

Service	Charge
1. Meter installation:	
3/4" meter	\$486.00
1" meter	\$567.00
Over 1" meter	Time and materials, plus 10% administrative fee
2. Street crossings:	Time and materials, plus 10% administrative fee
3. Unauthorized use	\$500.00
4. Water main extensions,	
Street repairs,	Time and materials, plus 10% administrative fee
Fire hydrant installation, and	
Tap-in service	

L. ENGINEERING FEES

1) Traffic Report Preparation

Trip Generation Memo \$380.00

Traffic Report Preparation Fees shall be charged as follows based on the number of PM Peak Hour Trips:

Tier	PM Peak Hour Trips	Traffic Report Preparation Fee
I	>2 up to 50	\$3,420.00 (\$420.00 + \$3,000.00 consultant fees)
II	51 - 150	\$4,860.00 (\$560.00 + \$4,300.00 consultant fees)
III	151 - 300	\$7,900.00 (\$700.00 plus \$7,200.00 consultant fees)
IV	301 - 750	\$10,840 (\$840 + \$10,000.00 consultant fees)
V	>750	\$10,840 (\$840 + \$10,000.00 consultant fees) plus

	\$28 per trip over
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2) Engineering Permit Fees: (For Civil Permits, see items 3 and 5)

Public Works Variance	\$ 2198
Actual or Projected Sewer Use Review	\$ 2100.00
Sewer Exception Review	\$ 2520.00
Building Review-Single Family Residence (SFR)	\$ 280.00
Building Review-Tenant Improvement w/Change in use	\$ 420.00
Encroachment (Administrative and Inspection)	\$ 420.00
Encroachment (Temporary)	\$ 140.00
Right of way / Vacation	\$ 2618.00
	\$ 2520.00
Building/Fire	\$ 98.00
Water CRC (Non-SFR)	\$ 280.00
Sewer CRC (Non-SFR)	\$ 280.00
Small Wireless Facility Permit	\$ 135.00 per antenna
Transportation CRC (Non-SFR)	\$ 280.00
Utility Comprehensive Plan Amendment	\$ 2520.00 (plus consultant fees)
Utility Comprehensive Plan Technical Amendment	\$ 1260.00 (plus consultant fees)
Utility System Consistency Review	\$ 2,385.00 (plus consultant fees)
Planning - \$1125.00	
Engineering - \$1260.00	
Banner installation/removal fee	\$ 200.00
(in addition to Encroachment (Temporary) fee)	
Fire Hydrant Indemnification Processing Fee	\$ 1470.00

3) Civil Permit Review Fees:

Water: linear feet	\$ 215.00 for 1st 150 linear feet (lf) + \$0.40/lf
Sewer: linear feet	\$ 215.00 for 1st 150 linear feet (lf) + \$0.40/lf
Street or street w/curb, gutter and sidewalk	\$ 215.00 for 1st 150 linear feet (lf) + \$0.55/lf
Curb, gutter and sidewalk only	\$ 215 for 1st 150 linear feet (lf) + \$0.55/lf
Storm: Number of catch basins	\$ 156.00 for 1st + \$21.16 for each additional
Storm: Retention and detention facilities	\$ 215.00 for each facility
Lighting (per luminaire)	\$ 176.00 plus \$14.11 per luminaire
Signals intersection	\$ 3150.00 plus peer review fee per
Fire Hydrant	\$210.00
Civil Permit Review – Building/Fire	\$ 340.00

Grading Plan Review Fees	
0 to 50 Cu. Yds	\$ 420.00
51 to 100 Cu. Yds.	\$ 560.00

101 to 1000 Cu Yds.	\$ 700.00
1,001 to 10,000 Cu. Yds.	\$ 840.00
10,001 to 100,000 Cu. Yds.	\$1120.00
100,001 Cu. Yds. or more	\$1680.00

4) Additional Resubmittal Review Fees: The fees above for Engineering Plan Review include the initial review of the plans and two revisions (three submittals total). If a project requires staff review of more than three submittals, the applicant will be charged a rate of \$100.00 per hour (minimum of four hours) for the time the staff reviewer spends reviewing each submittal thereafter, and the minimum fee is due prior to start of review of the fourth submittal. Fees above the minimum resubmittal fee shall be billed to the applicant.

5) Civil Permit Inspection Fees:

Water: linear feet	\$ 390.00 for 1st 150 linear feet (lf) + \$2.12/lf
Sewer: linear feet	\$ 390.00 for 1st 150 linear feet (lf) + \$2.12/lf
Sewer: residential step system	\$ 273.00 for each residence
Street	\$ 390.00 for 1st 150 linear feet (lf) + \$1.56/lf
Curb, gutter and sidewalk only	\$ 390.00 for 1st 150 linear feet (lf) + \$1.56/lf
Storm	\$ 188.50 per retention area + \$0.78/lf pipe
Lighting (per luminaire)	\$ 188.50 + \$21.42 per luminaire
Signals	\$1482.00 per intersection
Grease interceptor permit	\$ 500.00
Fire hydrant	\$140.00

Grading Inspection Fees	
0 to 50 Cu. Yds. or less	\$280.00
51 to 100 Cu. Yds. or less	\$560.00
101 to 1000 Cu. Yds.	\$1400.00
1,001 to 10,000 Cu. Yds.	\$2100.00
10,001 to 100,000 Cu. Yds.	\$4200.00
100,001 Cu. Yds or more	\$9800.00

6) Water service special charges: The City shall impose special service charges for meter installations and street crossings as described in GHMC Section 13.04.070 Special Charges.

M. BUILDING PERMIT FEES

**Table 1-1
Building Permit Fees**

Total Valuation	Fee
\$1.00 to \$500.00	\$34.00
\$501.00 to \$2,000.00	\$34.00 for the first \$500.00 plus \$5.00 for each additional \$100.00 or fraction thereof to and including \$2,000.00
\$2,001 to \$25,000	\$96.00 for the first \$2,000.00 plus \$21.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$535.00 for the first \$25,000.00 plus \$15.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$880.00 for the first \$50,000.00 plus \$11.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,358.00 for the first \$100,000.00 plus \$9.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$4,420.00 for the first \$500,000.00 plus \$8.00 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$7,666.00 for the first \$1,000,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof
Demolition Permit	\$170.00
Residential Reroof, SFR or Duplex	\$170.00
Building Permit Plan Review Fees	
Building permit plan review fees	The fee for review of building plans will equal 65% of the permit fee in addition to the permit fee.
Base Plan Fees	
Base Plan Application Filing Fee.	\$170.00
New Base Plan Review Fee.	150% of plan review fee calculated under T. 1-1 for new construction.
Establish base plan from plan previously approved by the City.	100% of plan review fee calculated under T 1-1 for new construction.
Subsequent plan review fee for use of established base plan.	25% of the plan review fee calculated under T 1-1 for new construction.

Table 1-2
Square Foot Construction Costs^{a,b,c}

Group (2018 2021 IBC/IRC)		Type of Construction								
		IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1	Assembly, theaters, with stage	330.56	318.80	309.39	297.20	277.71	269.67	287.04	258.79	248.89
	Theaters, without stage	303.49	291.73	282.32	270.13	250.88	242.84	259.97	231.96	222.06
A-2	Assembly, nightclubs	272.51	264.43	256.91	248.19	232.76	226.12	239.28	211.57	204.72
	Restaurants, bars, banq. halls	271.51	263.43	254.91	247.19	230.76	225.12	238.28	209.57	203.72
A-3	Assembly, churches	308.01	296.25	286.84	274.65	255.52	247.48	264.49	236.60	226.71
A-3	General, comm. halls, libraries museums	258.66	246.90	236.50	225.30	205.06	198.01	215.15	186.13	177.24
A-4	Assembly, arenas	302.49	290.73	280.32	269.13	248.88	241.84	258.97	229.96	221.06
B	Business	289.51	279.23	269.21	257.82	235.42	227.07	247.91	210.39	200.78
E	Educational	276.33	266.73	258.30	247.60	231.08	219.28	239.09	202.46	195.97
F-1	Factory/Industrial, mod. Hazard	160.20	152.78	143.34	138.64	123.55	117.41	132.48	102.44	95.93
F-2	Factory/Industrial, low hazard	159.20	151.78	143.34	137.64	123.55	116.41	131.48	102.44	94.93
H-1	High hazard, explosives	149.46	142.04	133.60	127.90	114.12	106.97	121.74	93.00	N.P.
H-2-4	High hazard	149.46	142.04	133.60	127.90	114.12	106.97	121.74	93.00	85.50
H-5	HPM	289.51	279.23	269.21	257.82	235.42	227.07	247.91	210.39	200.78

Group (2018 2021 IBC/IRC)		Type of Construction								
		IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
I-1	Institutional, supervised	262.22	252.95	244.31	235.67	215.42	209.47	235.71	193.82	187.73
I-2	Institutional, hospital	455.16	444.88	434.86	423.47	399.17	N.P.	413.57	374.14	N.P.
I-2	Institutional, nursing homes	315.97	303.75	293.73	282.34	261.43	N.P.	272.44	236.40	N.P.
I-3	Institutional, restrained	338.01	327.73	317.71	306.32	285.40	276.05	296.41	260.38	248.77
I-4	Institutional, day care	262.22	252.95	244.31	235.67	215.42	209.47	235.71	193.82	187.73
M	Mercantile	203.29	195.21	186.69	178.98	163.28	157.64	170.06	142.09	136.24
R-1	Residential, hotels	264.67	255.41	246.77	238.13	218.35	212.40	238.17	196.75	190.67
R-2	Residential, multi-family	221.32	212.06	203.42	194.78	175.96	170.01	194.82	154.36	148.28
R-3	Residential, 1/2 family	209.61	203.74	198.94	195.12	188.41	181.45	191.77	175.86	165.67
R-4	Residential, care/asst. living	262.22	252.95	244.31	235.67	215.42	209.47	235.71	193.82	187.73
S-1	Storage, moderate hazard	148.46	141.04	131.60	126.90	112.12	105.97	120.74	91.00	84.50
S-2	Storage, low hazard	147.46	140.04	131.60	125.90	112.12	104.97	119.74	91.00	83.50
U	Utility, miscellaneous	114.09	107.37	99.89	95.60	85.13	79.54	90.99	67.39	64.19

- a. Private garages use Utility, miscellaneous
b. Unfinished basements (all use group) = 31.50 per sq. ft.
c. N.P. = not permitted

**Table 1-3
Plumbing Permit Fees**

Permit Issuance

- | | |
|----------------------------|---------|
| 1. For issuing each permit | \$34.00 |
|----------------------------|---------|

Unit Fee Schedule (in addition to items 1 above)

- | | |
|---|---------|
| 1. For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping and backflow protection therefore) | \$12.00 |
| 2. For each building sewer and each trailer park sewer | \$25.00 |
| 3. Rainwater Systems - per drain (inside building) | \$12.00 |
| 4. For each private sewage disposal system | \$66.00 |
| 5. For each water heater and/or vent | \$12.00 |
| 6. For each gas-piping system of one to five outlets | \$10.00 |
| 7. For each additional gas-piping system outlet (per outlet) | \$4.00 |
| 8. For each industrial waste pretreatment interceptor including its trap and vent, except kitchen-type grease interceptors functioning as fixture traps | \$25.00 |
| 9. For each installation, alteration, or repair of water piping and/or water treating equipment, each | \$12.00 |
| 10. For each repair or alteration of drainage or vent piping, each fixture | \$12.00 |
| 11. For each private landscape irrigation system on any one meter including backflow protection devices therefore. | \$12.00 |
| 12. For each atmospheric-type vacuum breakers not included in item 11: | \$3.00 |
| 13. For each backflow protective device other than atmospheric-type vacuum breakers: | \$24.00 |
| 14. For each gray water system | \$66.00 |
| 15. For initial installation and testing for a reclaimed water system (excluding initial test) | \$50.00 |
| 16. For each medical gas piping system serving one to five inlet(s)/outlet(s) for a specific gas | \$83.00 |
| 17. For each additional medical gas inlet(s)/outlet(s) | \$10.00 |

Plan Review Fee

A plan review fee equal to 65% of the permit fee shall be charged in addition to the permit fee for all plumbing permits. **Exception:** No plan review fee will be charged for plumbing permits related to residential construction regulated under the International Residential Code.

**Table 1-4
Mechanical and Fuel Gas Permit Fees**

Permit Issuance

1. For issuing each permit	\$40.00
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Unit Fee Schedule (in addition to issuance fee above)

2. HVAC units including furnace, RTU, heat pump & split	\$26.00
3. Each appliance vent or diffuser or return without appliance	\$13.00
4. Repair of each appliance & refrigeration unit	\$24.00
5. Each boiler / compressor	\$26.00
6. Each air handler	\$20.00
7. Each VAV box	\$20.00
8. Each evaporative cooler other than portable type	\$20.00
9. Each ventilation fan connected to a single duct	\$13.00
10. Each ventilation system not part of a system under permit	\$20.00
11. Each commercial hood served by mech. exhaust system including the ductwork	\$85.00
12. Each piece of equipment regulated by the mechanical code but not listed in this table (fireplace inserts)	\$20.00
13. Each fuel gas piping system of one to five outlets	\$10.00
14. Each additional fuel gas outlet	\$4.00
15. Propane tank installation	\$80.00

Plan Review Fee

A plan review fee equal to 65% of the permit fee shall be charged in addition to the permit fee for all mechanical permits. **Exception:** No plan review fee will be charged for mechanical permits related to residential construction regulated under the International Residential Code.

**Table 1-5
Fire System Permit Fees**

Type of Fire Protection System	Fees (includes plan review, testing, and inspection)
Fire Alarm Systems	
New Com./Multi. Fam.	\$472.00 plus \$2.00 per device
Tenant Improvement	\$354.00 plus \$2.00 per device
Residential (1-2 fam. dwellings)	\$190.00 plus \$2.00 per device
Sprinkler supervision/notification only	\$201.00 plus \$2.00 per device
Relocation or addition of up to 5 devices	85.00 plus \$2.00 per device
System upgrade/panel replacement	One half the above listed fees for new work.
AES Radio or Cell Communicator retrofit	\$120.00
Fire Sprinkler Systems	
NFPA 13, 13 R Systems	
1. Each new riser up to 99 heads	\$250.00+4.00/head
2. Each wet riser over 99 heads	\$578.00
3. Each dry riser over 99 heads	\$718.00
4. Each new deluge or pre-action system	\$718.00
5. Each new combination sprinkler/standpipe system including a single riser	\$931.00
6. Sprinkler underground	\$270.00
7. Revision to existing system	\$85.00+3.00/head
8. For each electronic permit for installation/relocation of not more than 10 heads and not involving installation/modification of branch or main piping.	\$85.00
9. High piled stock or rack system	
Add to riser fee	\$371.00
NFPA 13D systems	
1. Per dwelling unit fee	\$298.00
Standpipe Systems	
1. Each new Class 1 system	
Dry system	\$286.00
Wet system	\$409.00
2. Each new Class 2 system	\$495.00
3. Each new Class 3 system	\$495.00
Fire Pumps	\$898.00
Private Fire Hydrant - installation or modification	\$170.00

Type I Hood Suppression Systems

1. Pre-engineered	\$234.00
2. Custom engineered	\$409.00

Fixed Pipe Fire Suppression

1. Pre-engineered	\$248.00
2. Custom engineered	\$569.00

**Table 1-6
Additional Services**

1. Inspections outside of normal business hours	\$85.00/hr ¹
2. Reinspection fee	\$85.00/hr
Reinspection fees double accumulatively when work requiring reinspection is not corrected prior to request for reinspection. (2 nd reinspection = \$170.00; 3 rd reinspection = \$340.00 etc.)	
3. Expired permit renewal within 1 year of expiration	One-half (50%) of the original permit fee.
4. Inspections for which no fee is specifically indicated	\$85.00/hr
5. Fire Code Operational Permit Inspection	\$85.00/hr
6. Additional plan review required by changes, additions or revisions to approved plans (per hour - minimum charge one-half hour)	\$85.00/hr
7. Temporary Certificate of Occupancy	\$283.00
8. Certificate of Occupancy for change in use	\$85.00/hr
9. Adult Family Home licensing inspection	\$85.00/hr
10. Investigation fee for work without a permit	100% of the permit fee in addition to the permit fee.
11. Expedited Plan review by third party contract	Actual Cost but not less than 65% of the permit fee.
12. Incident management and investigation	\$85.00/hr ¹
13. Fire flow test	\$156.00
14. Appeal of director's Building Official/Fire Marshal's decision to Hearing Examiner	\$340.00 + HE ² fees
15. Street name or street name change	\$50.00

¹ A two hour minimum fee will be charged for all additional services involving employee overtime.

² Hearing Examiner (HE) Fees: For those applications which require a public hearing, an appeal hearing, or a reconsideration decision, the applicant/appellant shall bear all the costs of the hearing examiner. The applicant shall deposit \$3,000.00 at time of application to cover hearing examiner costs. Actual costs in excess of the deposit will be billed to the applicant. Actual costs below the deposit will be refunded. In the case of appeals or reconsiderations, appellants who do not substantially prevail on appeal or reconsideration, or whose appeal is dismissed for lack of standing will be billed for the hearing examiner costs.

Commented [JS1]: GHMC 12.12.080 says \$50. Should be removed from code but is currently there so amending for consistency.

Table 1-7

Fire Code Operational and Construction Permit Fees

Operation	Fee
Additive Manufacturing	\$ 85.00
Aerosol Products	\$85.00
Amusement Buildings	\$85.00
Aviation Facilities	\$170.00
Carnivals and fairs	\$85.00
Battery systems	\$170.00
Cellulose nitrate film	\$85.00
Combustible dust producing operations	\$85.00
Combustible fibers	\$85.00
Compressed gases	\$85.00
Exception: Vehicles using CG as a fuel for propulsion	
See IFC T. 105.5.9 for permit amounts	
Covered mall buildings - Required for:	\$85.00
placement of retail fixtures and displays, concession equipment,	
displays of highly combustible goods and similar items in the mall;	
display of liquid or gas fired equipment in the mall;	
use of open flame or flame producing equipment in the mall.	
Cryogenic fluids	\$85.00
Exception: Vehicles using cryogenic fluids as a fuel for propulsion	
or for refrigerating the lading.	
See IFC Table. 105.5.11 for permit amounts	
Dry cleaning plants	\$85.00
Energy storage systems	\$85.00
Lithium batteries	\$85.00
Exhibits and trade shows	\$85.00
Explosives	\$225.00
Fire hydrants and valves	\$85.00
Exception: Authorized employees of the water company	
or fire department.	
Flammable and combustible liquids	\$170.00
In accordance with IFC 105.6.16	
Floor finishing	\$85.00
In excess of 350 sq. ft. using Class I or Class II liquids	
Fruit and crop ripening	\$85.00
Using ethylene gas	
Fumigation and thermal insecticidal fogging	\$85.00
Hazardous materials	\$85.00
See IFC T. 105.5.22 for permit amounts	
HPM facilities	\$170.00
High piled storage	\$170.00
In excess of 500 sq. ft.	

Table 1-7
Fire Code Operational and Construction Permit Fees - cont.

Hot work operations	\$85.00
In accordance with IFC 105.6.23	
Industrial ovens	\$85.00
Lumber yards and woodworking plants	\$85.00
Liquid or gas fueled vehicles or equipment	\$85.00
In assembly buildings	
Industrial ovens	\$85.00
Lumber yards and woodworking plants	\$170.00
Liquid or gas- fueled vehicle or equipment in assembly buildings	\$85.00
LP Gas	\$170.00
Exception: 500 gal or less water capacity container	
serving group R-3 dwelling	
Magnesium working	\$85.00
Miscellaneous combustible storage	\$85.00
Mobile food preparation vehicles	\$85.00
Motor fuel-dispensing facilities	\$170.00
Open burning	\$85.00
Exception: Recreational fires	
Open flames and torches	\$85.00
Open flames and candles	\$85.00
Organic coatings	\$85.00
Outdoor assembly event	\$85.00
Places of assembly	\$66 85.00
Plant extraction systems	\$170.00
Private fire hydrants	\$85.00
Pyrotechnic special effects material	\$85.00
Pyroxylin plastics	\$85.00
Refrigeration equipment	\$85.00
Regulated under IFC Ch. 6	
Repair garages and motor fuel dispensing facilities	\$85.00
Rooftop heliports	\$85.00
Spraying or dipping	\$85.00
Using materials regulated under IFC Chapter 24	
Storage of scrap tires and tire byproducts	\$85.00
Temporary membrane structures, tents and canopies	\$85.00
Except as provided in IFC 105.5.49	
Tire re-building plants	\$85.00
Waste handling	\$85.00
Wood products	\$85.00

Required Construction Permits

Automatic fire extinguishing systems

Ref. Table 1-5

Battery systems	\$170.00
Compressed gases except as provided under IFC 105.5.9	Ref. Table 1-3
Cryogenic fluids	\$170.00
Emergency responder communication coverage system	Ref. Table 1-1
Energy storage systems	\$170.00
Fire alarm and detection systems and related equipment	Ref. Table 1-5
Fire pumps and related equipment	Ref. Table 1-5
Flammable and combustible liquids - in accordance with IFC 105.6.8	\$170.00
Fuel cell power systems	Ref. Table 1-1
Gas detections systems	Ref. Table 1-5
Gates and barricades across fire apparatus access roads	Ref. Table 1-1
Hazardous materials	\$170.00
High-piled combustible storage	Ref. Table 1-1
Industrial ovens regulated under IFC Chapter 30	\$170.00
LP Gas - installation or modification of LP gas system	Ref. Table 1-4
Motor vehicle repair rooms and booths	Ref. Table 1-1
Plant extraction systems	Ref. Table 1-1
Private fire hydrants - installation or modification of	Ref. Table 1-5
Smoke control or smoke exhaust systems	Ref. Table 1-4,5
Solar photovoltaic power systems	Ref. Table 1-1
Special event structure	Included in Op. Permit Fee
Spraying or dipping	\$170.00
Standpipe system	Ref. Table 1-4
Temporary membrane structures tents and canopies	Included in Op.
Except as provided under IFC 105.5.49	Permit Fee
Underground supply piping for automatic sprinkler system	Ref. Table 1-5

Any required Fire Code Construction Permit for which a fee is not specifically delineated shall utilize Table 1-1 to calculate the required fee.



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

Meeting Date: October 13, 2025

SUBJECT: Resolution 1345 Approving 2026 Lodging Tax Grant Expenditures

SUBMITTED BY: City Clerk Josh Stecker

DEPARTMENT: Administration

PHONE: (253) 853-7613

SUGGESTED MOTION: Move to approve Resolution 1345.

BACKGROUND INFORMATION: The city's lodging tax advisory committee (LTAC) met on September 23 and reviewed the eight lodging tax grant applications the city received for events and operations in 2026. All eight applicants were previously funded by lodging tax grants in the past.

LTAC recommended funding the full request of all eight applications as shown on Exhibit A of the resolution. The complete applications can be viewed here, along with a spreadsheet showing past lodging tax grant applications and funding:

<https://gigharborwa.portal.civicclerk.com/event/752/files/agenda/2001>

Of note:

- The Waterfront Alliance originally requested \$100,000 but reduced its request to \$75,000 when it was informed that the city has budgeted \$25,000 from the General Fund to support the Alliance in 2026.
- The Chamber of Commerce was previously awarded a \$480,000 grant for its tourism promotion operations in 2026 as part of its two-year agreement for 2025-26.

FISCAL CONSIDERATION:

Expenditure Required: \$ 335,115.00	Amount Budgeted: \$ 1,000,000.00	Appropriation Required: \$
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ATTACHMENTS:

1. Resolution 1345

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

RESOLUTION 1345

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, APPROVING 2026 LODGING TAX EXPENDITURES

WHEREAS, Chapter 67.28 of the Revised Code of Washington and Chapter 3.27 of the Gig Harbor Municipal Code authorizes the city to collect an excise tax on lodging, which tax is to be used for tourist promotion; and,

WHEREAS, the city council established a lodging tax advisory committee in GHMC Chapter 2.53 to make recommendations to council for expenditure of the funds; and,

WHEREAS, on September 23, 2025, the committee adopted its recommendations for 2026;

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

Section 1. The city council adopts the 2026 recommendations for recipients and expenditures of lodging tax revenues in substantially the same form as at Exhibit A.

Section 2. The mayor is authorized to enter into agreements with the recipients of these revenues up to the amounts authorized by this resolution.

ADOPTED by the City Council of the City of Gig Harbor at a regular meeting thereof, held this 13th day of October, 2025.

Mary K. Barber
Mayor

Attest:

Joshua Stecker
City Clerk

EXHIBIT A

2026 Gig Harbor Lodging Tax Allocations

Applicant	Event/Activity	Amount Awarded
GH Canoe and Kayak Racing Team	Paddlers Cup/Narrows Challenge	\$15,500.00
GH Film Festival	Film Festival	\$25,000.00
Permission to Start Dreaming Foundation	Prayer Breakfast & Race for a Soldier	\$45,000.00
Asia Pacific Cultural Center	Korean Chuseok Festival	\$10,200.00
Gig Harbor Waterfront Alliance	Operations	\$75,000.00
GH BoatShop	Operations	\$44,415.00
Harbor History Museum	Operations	\$70,000.00
Harbor WildWatch	Operations	\$50,000.00
	TOTAL	\$335,115.00

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

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

ADMINISTRATION

City Administrator Katrina Knutson

Goodroots Northwest: Recently, the mayor, and housing, health, and human services (H3) program manager met with the CEO of Goodroots Northwest to discuss potential collaboration opportunities to expand food access in Gig Harbor. The conversation focused on identifying grant opportunities that could support bringing a Goodroots Food Locker to the community.

The innovative Goodroots Food Locker model provides 24/7 convenient, dignified access to fresh, healthy food for individuals and families experiencing food insecurity. Bringing this resource to Gig Harbor would align with the city's ongoing efforts to promote health equity and support local residents in need. The group agreed to continue exploring funding sources and partnership strategies that would make this project possible soon.



COMMUNITY DEVELOPMENT

Community Development Director Eric Baker

The [PLACES Conference](#) will be held downtown October 8-10. This Conference highlights the importance of small-town main streets and how to preserve and energize them. We expect between 300 and 400 people from around the state, discussing historic preservation and economic development. Expect some road closures and increased congestion along Harborview Drive over these three days.

Planning: Phase 1 Development Code and Map Amendments are scheduled for a public hearing before the City Council on October 13. These amendments will align the City's development regulations with the adopted 2024 Comprehensive Plan.

Phase 2 of the Development Code Update was introduced to the Planning Commission on October 2 to officially launch the project. This phase will take a deeper look at regulations that may limit growth—such as setbacks, building height, and parking standards. Public outreach efforts are also being planned to gather community input as the project moves forward.

Building: 24 permit applications were submitted this reporting period including those for 3 new homes and the relocation of Kimball's Hands On Detailing into the new Nelick Warehouse on 57th.

A recent focus has been on the review of applications for the model homes and base plans at Summit Pointe. This is a new, 56 home development off 112th. The plat is nearing completion, and the developer is anxious to get construction going.

COURT

[Court Administrator Stacy Colberg](#)

No updates this week but stay tuned!

FINANCE

[Finance Director Dave Rodenbach](#)

No updates this week but stay tuned!

HUMAN RESOURCES

[Human Resources Director Shannon Costanti](#)

Advance Your Career: Looking to grow in your career? Check out the current job opportunities here at the city!

Position	Type	Status
Property & Evidence Technician	FT	Open until 10/19
Development Review Engineer	FT	Open until 10/28
Entry-Level Police Officer	FT	Open until 12/31
Experienced Police Officer	FT	Continuous
Information Technology Services Manager	FT	Logan Rosenstiel starting 10/14
HR Assistant	FT	Chris Harper starting 11/3
Maintenance Technician (PW Ops)	FT	Closed - selection pending

POLICE

Police Chief Tray Federici

Signs of Justice: On September 23, Gig Harbor Police and Gig Harbor Public Works partnered to track down a prolific street sign thief. Thanks to some creative problem-solving, including the use of a trackable sign, Detectives and Public Works staff were able to locate and recover two stolen “No Parking” signs.

A suspect has been identified, and the case has been referred to the Gig Harbor City Prosecutor for review and charging.

A great example of city departments working together to keep Gig Harbor safe and our streets clearly marked.



From Students to Trainers: Congratulations to Officers Burns and Ejde for completing Field Training Officer (FTO) School! They now join the Gig Harbor Police Department’s FTO Team, where they’ll play a vital role in mentoring and guiding the next generation of officers.

Our FTOs are the backbone of instruction and the foundation of professional development within the department. The importance of this position, and the value of their contribution, cannot be overstated. Through their leadership, knowledge, and example, our FTOs ensure that new officers are fully prepared to serve the Gig Harbor community.

Building Readiness: Congratulations to Sergeant Dominguez, who recently completed Defensive Tactics Instructor School. He now serves as one of our two in-house Defensive Tactics and Use of Force instructors.

This isn’t just a title; it’s a physically demanding commitment. Our Defensive Tactics instructors provide the foundation for officer safety and confidence, preparing our team to handle difficult situations with skill and professionalism. Maintaining our own in-house instructors aligns with our effort to remain self-reliant, ensuring that training is consistent, responsive, and tailored to the needs of our officers, department, and community.

Sgt. Dominguez’s dedication to this role is a great example of how we invest in our people to strengthen both the department and the city we serve.



Game, Set, Match: On October 3, a vehicle crashed into the fence near the pickleball courts at Doris Heritage Park. Surveillance video captured a vehicle and trailer pulling the damaged car from the embankment.

Through careful follow-up, Officer Raphael located the suspect, who had left the scene, failed to report the accident or damage to law enforcement, and later concealed the vehicle in a storage unit. The suspect admitted to losing control and crashing into the fence before arranging to have the vehicle pulled out.

The suspect was cooperative during the investigation and confirmed ownership of the vehicle involved. The case has been referred to the Gig Harbor City Prosecutor's Office for review and charging under RCW 46.52.010 – Hit and Run (Property Damage).

Another great example of Officer Raphael's persistence and the role community surveillance plays in protecting shared spaces.



Detective Division Delivers: Between December 9–12, 2024, Gig Harbor experienced a string of strong-arm robberies at local businesses, with stolen credit cards quickly used in Federal Way, Tacoma, and beyond. Several victims suffered severe injuries as a result of these crimes, which were later linked to additional robberies across Pierce, King, and Thurston Counties.

Our Detective unit worked diligently, executing over ten search warrants, conducting several nights of surveillance, and partnering with agencies across the region. Their work helped bring resolution to a complex robbery series that impacted victims across multiple jurisdictions.

This week, the case was resolved through a guilty plea to 12 criminal counts in juvenile court, bringing accountability for the crimes and closure for the many victims affected.

PUBLIC WORKS

[Public Works Director Jeff Langhelm](#)

Wastewater Operations: Wastewater crews have a busy schedule ahead of them. In addition to continuing with the routine maintenance tasks at the treatment plant and lift stations, crews will be: (1) Replacing a failed pump at lift station #10 (Forest Grove Apartments.) (2) Locating two manholes on Lamphere Lane that have been previously covered. Once these manholes are located, crews will install risers to bring the lids to the surface for access by wastewater staff.

Streets and Storm Operations: (1) Staff are reviewing options to repair damaged traffic loop detectors for the signal at the intersection of 56th St and 38th Ave. For now, certain legs of this intersection are operating based on predetermined green cycles, regardless of traffic conditions. This signal is scheduled to be replaced with a roundabout as part of the 2025-26 budget so staff are considering other temporary options to get the signal functioning properly without installing new loops that will be demolished as part of the project. (2) Staff have completed repairs to the stormwater pond spillway for the city's stormwater pond located along 112th St Ct. (3) Crews worked collaboratively with the Waterfront Alliance to replace sidewalk stickers along the Harborview Drive

corridor. This program is part of a partnership to encourage visitors to keep exploring downtown Gig Harbor.

Parks and Facility Operations: (1) Staff are constantly hearing from property owners about dead or dying street trees located in the city's right of way. Staff will begin working with Engineering staff to draft a plan to replace or remove dead or dying street trees located in the city's right of way. Considerations will include replacement tree species, planter strip width, and alternatives to replacing removed trees. This plan will have short-term, medium-term, and long-term goals. (2) Sometime overnight on October 3, a vehicle ended up over the retaining wall at the pickleball courts at Doris Heritage Park. There was extensive damage to the retaining wall and the fencing.



Water Operations: The city and its vendor are performing maintenance on all water system generators. This work includes load bank testing for all generators and scrubbing of the fuel system for the Well #11 generator.

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

Crescent Creek Park: The third and final survey about the preferred master plan has closed. Staff and the consultant will analyze the results and make any necessary changes to the preferred draft for a final round of considerations by the community advisory committee, parks commission and city council prior to final adoption in December. The historic preservation commission will also be discussing the vacant masonic lodge building at their October meeting.

AEDs in Parks: The parks manager is working with Gig Harbor Fire to try and place AEDs in parks with athletic facilities and high use. We are working to identify the best type of cabinet for outdoor placement. Once precise costs for those are identified we will be reaching out to possible funding partners to help make AEDs at Crescent Creek Park, Doris Heritage Park and Skansie Park a reality.

Walking Tour at PLACES Conference: Public Works Director Langhelm and Parks Manager Haro will be leading a walking tour of attendees at this year's PLACES Conference on October 8 entitled "Cities as Historic Preservation Champions." The tour will stop by four historic waterfront sites: Skansie Park, Ancich Park, Eddon Boat Park and Austin Park at tx^waalqø Estuary. The tour will explain how these historic properties were conserved and highlight funding and community partnerships that keep these properties available to the public.

City Parks Code Update: In an effort to consolidate municipal code related to parks into one place, ordinance 1550 is being considered by council. The first reading was held on September 29, and the second reading is on October 13. The draft ordinance combines parks code with code for special events and for docks. The biggest changes include: a new permit for minor for-profit use of parks, such as fitness classes or photography, a section that allows the public works director to create specific minor rules for parks without them being in code and prohibiting parking at Cushman Trailheads for more than two hours between dusk and dawn.



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

Meeting Date: October 13, 2025

SUBJECT: Ordinance 1551 Updating the Development Code for Consistency with the Adopted 2024 Comprehensive Plan

SUBMITTED BY: Principal Planner Katharine Shaffer

DEPARTMENT: Community Development

PHONE: (253) 853-7615

SUGGESTED MOTION: N/A

BACKGROUND INFORMATION: The city council approved the updated Comprehensive Plan and Land Use Map on April 14, 2025, following an extensive public process. The 2024 Comprehensive Plan established higher residential density targets across most zoning districts and expanded allowable uses. As illustrated in the chart below, the current development code does not fully reflect these adopted policies. The proposed Ordinance 1551 will address this discrepancy by codifying the residential densities and uses established in the approved 2024 Comprehensive Plan.

Zoning District	Current Code Density (Units/Acre)	2024 Comprehensive Plan Target Density (Units/Acre)
R-1	4	4
R-2	6	6-12
R-3	8	12-32
RB-1	3	6-12
RB-2	8	12-32
C-1	6	38
B-1	4	32
B-2	6	32
DB	8	12
WM	3	4
WC	3	4
WR	3	4
PCD-RLD	4 with bonuses	4-7
PCD-RMD	5-8	8-16
PCD-C	N/A	24-32
MUD Overlay	4	24-32

Although the proposed code changes extend across multiple chapters, their scope is limited to the increased densities of the adopted 2024 Comprehensive Plan.

The changes under consideration include updates to the following chapters:

- 17.04 – Definitions: Added definitions for density, maximum density, minimum density, and net buildable land area.
- 17.05 – General Provisions: Clarified how and when to calculate minimum and maximum density.
- 17.14 – Land Use Matrix: Updated to align with new allowed uses.
- 17.17 – PCD-RLD: Removed density bonus.

- 17.20 – R-2: Removed “No minimum.”
- 17.21 – PCD-RMD: Removed density bonus.
- 17.24 – R-3: Updated density.
- 17.28 – RB-1: Added minimum and maximum density standards.
- 17.30 – RB-2: Added minimum and maximum density standards.
- 17.31 – DB: Revised maximum density.
- 17.32 – B-1: Added minimum and maximum density standards.
- 17.36 – B-2: Increased maximum density.
- 17.40 – C-1: Increased maximum density.
- 17.41 – PCD-C: Added minimum and maximum density standards.
- 17.46 – WR: Increased density.
- 17.48 – WM: Increased density.
- 17.50 – WC: Increased density.
- 17.56 – PCD-NB: Removed entire section.
- 17.91 – Density Regulations: Added minimum density.

Planning Commission Process

A draft of the proposed code changes was presented to the planning commission for discussion at its August 7 meeting. During the meeting, commissioners asked clarifying questions and provided feedback. Questions and comments focused on the consistency of the proposed code changes with the comprehensive plan, the potential impacts on future development patterns, and the correction of existing mapping errors. The planning commission held a public hearing on August 21 to consider the draft proposal. At the hearing, the commission received both oral and written testimony from the public. Following deliberation, the commission voted to recommend approval of the proposal as presented by staff.

Staff has also presented item at two study sessions, on June 12 and September 11.

FISCAL CONSIDERATION: N/A

ATTACHMENTS:

1. Ordinance 1551
2. Ordinance 1551 Planning Commission Recommendation
3. Ordinance 1551 Presentation

STRATEGIC PLAN PRIORITY: Maintain smalltown character and historic preservation while growing responsibly

ORDINANCE 1551

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, AMENDING CHAPTERS 17.04, 17.05, 17.14, 17.17, 17.20, 17.21, 17.24, 17.28, 17.30, 17.31, 17.32, 17.36, 17.40, 17.41, 17.46, 17.48, 17.50, 17.56, AND 17.91 OF THE GIG HARBOR MUNICIPAL CODE TO UPDATE THE DEVELOPMENT CODE FOR CONSISTENCY WITH THE ADOPTED 2024 COMPREHENSIVE PLAN, AS REQUIRED BY THE WASHINGTON STATE GROWTH MANAGEMENT ACT (CHAPTER 36.70A RCW); PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City of Gig Harbor is required to plan for growth and development in accordance with the Washington State Growth Management Act (Chapter 36.70A of the Revised Code of Washington), hereinafter referred to as “the Act”; and

WHEREAS, the Act requires that jurisdictions planning under its provisions prepare and adopt a comprehensive plan to guide future land use, growth, and development in a manner that promotes the public health, safety, and welfare, and facilitates orderly and efficient development patterns; and

WHEREAS, the City of Gig Harbor adopted its updated Comprehensive Plan on April 14, 2025, in accordance with the Act, setting forth the community’s long-term vision, goals, policies, and land use designations to guide growth and investment over a 20-year planning horizon; and

WHEREAS, the Act further mandates that development regulations, including zoning and land use standards, be consistent with and implement the adopted Comprehensive Plan; and

WHEREAS, the city has undertaken a review of its development regulations, including the development code and the land use and zoning maps, to ensure consistency with the policies, goals, and land use designations adopted in the Comprehensive Plan approved in April 2025; and

WHEREAS, amendments to the Gig Harbor Municipal Code, including zoning districts, development standards, and related provisions, are necessary to align with the updated Comprehensive Plan, specifically with respect to increased residential densities, updated growth targets, revised land use designations, and implementation strategies to accommodate forecasted population and employment growth; and

WHEREAS, the proposed development code amendments are intended to implement the Comprehensive Plan by establishing clear, predictable, and effective

regulations that promote appropriate land use patterns, support the City's housing and employment goals, and facilitate coordinated and efficient development.

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

Section 1. GHMC 17.05 04.269.a – Density - Adopted. The City Council hereby adopts Section 17.04.269.a of the Gig Harbor Municipal Code as follows:

17.04.269.a Density. "Density" means a ratio comparing the number of dwelling units with land area of lot or parcel.

Section 2. GHMC 17.05 04.269.b – Density, Maximum – Adopted. The City Council hereby adopts Section 17.04.269.b of the Gig Harbor Municipal Code as follows:

17.04.269.b Density, maximum. "Density, maximum" means the largest number of dwelling units that shall be developed on parcel within a specific zoning district based upon net developable area of the parcel.

Section 3. GHMC 17.05 04.269.c – Density, Minimum – Adopted. The City Council hereby adopts Section 17.04.269.b of the Gig Harbor Municipal Code as follows:

17.04.269.c Density, minimum. "Density, minimum," means the fewest number of dwelling units that shall be developed on a parcel within a specific zoning district based upon the net developable acreage of the parcel.

Section 4. GHMC 17.05 04.612 – Net Developable Area – Adopted. The City Council hereby adopts Section 17.04.612 of the Gig Harbor Municipal Code as follows

17.04.612 Net developable area. "Net Developable Area" means the portion of a lot that remains after subtracting areas where development is prohibited (sensitive areas, public rights of way, tidelands) from the gross lot area. It is used to calculate the allowable residential density for a site.

Section 5. GHMC 17.05.020 0 Allowed Density – Amended. Section 17.05.020 of the Gig Harbor Municipal Code is hereby amended as follows:

17.05.020 Allowed density.

The allowed density, as shown for each zone in this title allowing residential uses, represents the minimum and/or the maximum number of dwelling units that may occupy an acre of land, as stated in each zoning district chapter. The following formula is used to determine minimum and maximum number of allowable dwelling units on a parcel based on the net buildable area, only applicable to zoning districts with required minimum and maximum densities. Minimum density shall be met for subdivisions and

multifamily proposals. In zoning districts where no minimum density is established, only the maximum density shall apply as the upper limit.

A. Minimum density is calculated by multiplying the net buildable area by the minimum density requirement specified in the development standards for each zoning district.

B. Maximum density is determined by multiplying the net buildable area by the maximum allowable density as specified in the development standards for each zoning district.

C. An applicant may propose any number of dwelling units within the established minimum and maximum density range as calculated in A and B. Where the allowed density of a zone does not state a minimum or maximum density, the stated density shall represent both the minimum and maximum number of dwelling units that may occupy an acre of land. Density may also be increased in the PCD RLD and PCD RMD districts under the procedures identified in Chapters 17.17 and 17.21 GHMC, respectively.

Section 6. GHNC S17.14.020 – Land Use Matrix – Amended. Section S17.14.020 of the Gig Harbor Municipal Code is hereby amended as follows:

S17.14.020 Land use matrix.

Uses	P I	R -1	RL D	R -2	R M D	R -3	R B- 1	R B- 2	D B	B -1	B -2	C - 1 ¹ 9	PC D- C	ED ¹⁸	W R	W M	W C	PC D- BP	PC D- NB	MU D ²⁴
Dwelling, single- family	-	P	P	P	P	C	P	P	P ₃₁	P ₁₄	C ₁₄	C ₁₄	P ¹⁴	-	P	P	P	-	P ¹⁴	P ¹⁴
Dwelling, duplex,	-	<u>P</u>	-	P	P	P	<u>P</u>	P	P ₃₁	P ₁₄	C ₁₄	C ₁₄	P ¹⁴	-	P	P	P	-	P ¹⁴	P ¹⁴
Dwelling, triplex	-	-	-	C	P	P	<u>P</u>	P	P ₃₁	P ₁₄	C ₁₄	C ₁₄	P ¹⁴	-	-	C ¹ ₇	P	-	P ¹⁴	P ¹⁴
Dwelling, fourplex	-	-	-	C	P	P	<u>P</u>	P	P ₃₁	P ₁₄	C ₁₄	C ₁₄	P ¹⁴	-	-	C ¹ ₇	P	-	P ¹⁴	P ¹⁴

Uses	P I	R -1	RL D	R -2	R M D	R -3	R B- 1	R B- 2	D B	B -1	B -2	C - 11 9	PC D- C	ED 18	W R	W M	W C	PC D- BP	PC D- NB	MU D ²⁴
Dwelling, multiple- family	-	-	-		P	P	-	P	P ₃₁	P ₁₄	C ₁₄	C ₁₄	P ¹⁴	-	-	-	-	-	P ¹⁴	P ¹⁴
Accessory dwelling unit	-	P	P	P	P	P	P	P	P	P	P	P	P	-	P	P	P	-	P	P
Family day care provider	-	P	P	P	P	P	P	P	C	P	P	P	P	-	P	P	P	-	P	P
Home occupatio n ²	-	P	P	P	P	P	P	P	C	P	-	C	-	-	P	P	P	-	-	-
Adult family home	-	P	P	P	P	P	P	P	C	P	P	P	P	-	P	P	P	-	P	P
Living facility, independe nt ⁶	-	-	-	C	-	P	C	C	C	P	C	C	P	C ² ₁	-	-	-	-	-	P
Living facility, assisted ⁶	-	-	-	C	-	P	C	C	C	P	-	C	P	C	-	-	-	-	-	P

Uses	P I	R -1	RL D	R -2	R M D	R -3	R B- 1	R B- 2	D B	B -1	B -2	C - 11 9	PC D- C	ED 18	W R	W M	W C	PC D- BP	PC D- NB	MU D ²⁴
Nursing facility, skilled	-	-	-	C	-	P	C	C	C	P	C	C	P	C	-	-	-	-	-	P
Hospital	-	-	-	-	-	-	-	-	C	-	C	C	-	C	-	-	-	C	-	-
School, primary	P	C	P	C	P	C	C	C	C	P	C	C	P	-	-	-	-	P	-	-
School, secondary	P	C	P	C	P	C	C	C	C	P	C	C	P	-	-	-	-	P	-	-
School, higher educational	P	C	-	C	-	C	C	C	C	P	C	C	P	-	-	-	-	P	-	-
School, vocational/trade	P	C	-	C	-	C	C	C	C	P	C	C	P	P	-	-	-	P	-	-
Government administrative office	P	C	P	C	P	C	C	P	P	P	P	P	P	P	C	P	P	P	P	P
Public/private services	P	C	-	C	-	C	C	C	C	P	C	C	P	C	C	C	C	P	P	P

Uses	P I	R -1	RL D	R -2	R M D	R -3	R B- 1	R B- 2	D B	B -1	B -2	C - 11 ⁹	PC D- C	ED ¹⁸	W R	W M	W C	PC D- BP	PC D- NB	MU D ²⁴
Religious worship, house of	-	C	P ⁵	C	P ⁵	C	C	C	C	P	C	C	P	C	-	-	-	C	-	P/C ¹ 5
Museum	P	-	-	-	-	-	-	-	-	-	C	C	P	-	C	C	P	-	-	-
Communit y recreation hall	P	-	P	C	P	C	C	C	C	P	C	C	P	-	-	-	C	P	P	-
Clubs	-	-	C	C	C	C	C	C	P	P	P	P	P	C	-	C ² 0	P	P	C	-
Parks	P	P	P	P	P	P	P	P	P	P	C	C	P	-	P	P	P	P	P	P
Essential public facilities	C	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Utilities	P	C	P	C	P	C	C	C	C	P	C	C	P	C	C	C	C	P	P	P
Electric vehicle charging station ²⁵	P	P ₂₆	P ₂₆	P ₂₆	P ₂₆	P ₂₆	P ₂₆	P	P	P	P	P	P	P	P ₂₆	P ₂₆	P	P	P	P
Rapid charging station ²⁷	P	-	-	-	P ²⁸	P ₂₈	-	P ₂₈	P	P	P	P	P	P	-	-	P	P	P	P ²⁸

Uses	P I	R -1	RL D	R -2	R M D	R -3	R B- 1	R B- 2	D B	B -1	B -2	C - 11 9	PC D- C	ED 18	W R	W M	W C	PC D- BP	PC D- NB	MU D ²⁴
Battery exchange station	-	-	-	-	-	-	-	-	P	-	P	P	P	C	-	-	-	C	P	-
Cemetery	-	-	-	C	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Lodging, level 1	-	C	-	C	-	P	P	P	P	P	C	C	-	-	C	C	C	-	-	P
Lodging, level 2	-	-	-	-	-	-	-	C	P	-	P	P	P	-	-	-	C	-	-	P
Lodging, level 3	-	-	-	-	-	-	-	C	P	-	P	P	P	-	-	-	C	P	-	P
Short-term rental ³²	-	P	P	P	P	P	P	P	P	P	P	P	P	-	P	P	P	-	P	P
Personal services	-	-	-	-	-	-	P	P	P	P	P	P	P	P	-	P	P	P	P	P
Business services	-	-	-	-	-	-	P	P	P	P	P	P	P	P	-	P	P	P	P	P
Professional services	-	-	-	-	-	-	P	P	P	-	P	P	P	P	-	P	P	P	P	P
Ancillary services	P	-	-	-	-	-	P	P	P	P	P	P	P	P	-	P	P	P	P	P

Uses	P I	R -1	RL D	R -2	R M D	R -3	R B- 1	R B- 2	D B	B -1	B -2	C - 11 ⁹	PC D- C	ED ¹⁸	W R	W M	W C	PC D- BP	PC D- NB	MU D ²⁴
Product services, level 1	-	-	-	-	-	-	P	P	P	P	P	P	P	P	-	P	P	P	P	P
Product services, level 2	-	-	-	-	-	-	-	-	-	-	-	P	P	P	-	-	-	-	-	P ¹⁶
Sales, level 1	-	-	-	-	-	-	C ⁷ , 8	-	P	P	P	P	P	C ² ₂	-	-	P	C ²³	P ¹³	P
Sales, level 2	-	-	-	-	-	-	-	-	-	-	-	P	-	C ² ₂	-	-	-	-	-	-
Sales, level 3	-	-	-	-	-	-	-	-	-	-	-	P	-	C	-	-	-	-	-	-
Sales, ancillary	-	-	-	-	-	-	P	P	P	-	P	P	P	P	-	-	P	P	-	-
Commercial child care	-	-	C	-	C	-	C	C	C	-	-	P	-	C	-	-	-	C	-	-
Recreation, indoor commercial	-	-	-	-	-	-	C	C	P	-	P	P	P	C	-	-	-	C	-	P

Uses	P I	R -1	RL D	R -2	R M D	R -3	R B- 1	R B- 2	D B	B -1	B -2	C - 11 ⁹	PC D- C	ED ¹⁸	W R	W M	W C	PC D- BP	PC D- NB	MU D ²⁴
Recreation, outdoor commercial	-	-	-	-	-	-	C	C	C	-	P ¹⁰	P	P	C	-	-	-	C	-	P
Entertainment, commercial	-	-	-	-	-	-	-	-	P	-	P	P	P	-	-	-	-	C	-	P
Automotive fuel-dispensing facility	-	-	-	-	-	-	-	-	P	-	P	P	P	C	-	-	-	C	P	-
Vehicle wash	-	-	-	-	-	-	-	-	-	-	P	P	P	-	-	-	-	-	-	-
Parking lot, commercial	-	-	-	-	-	C	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Animal clinic	-	-	-	-	-	-	-	-	P ⁹	-	P	P	-	P	-	-	-	P	-	P
Kennel	-	-	-	-	-	-	-	-	-	-	-	P	-	-	-	-	-	-	-	-
Adult entertainm	-	-	-	-	-	-	-	-	-	-	P	P	-	-	-	-	-	-	-	-

Uses	P I	R -1	RL D	R -2	R M D	R -3	R B- 1	R B- 2	D B	B -1	B -2	C - 11 ⁹	PC D- C	ED ¹⁸	W R	W M	W C	PC D- BP	PC D- NB	MU D ²⁴
ent facility ³																				
Restauran t 1	-	-	-	-	-	-	C ⁸	P	P	P	P	P	P	P	-	C ¹ ₂	P	P	P	P
Restauran t 2	-	-	-	-	-	-	-	-	P	-	P	P	P	C ² ₂	-	C ² ₉	P	C ²³	P	P
Restauran t 3	-	-	-	-	-	-	-	-	P	-	P	P	P	C ² ₂	-	C ² ₉	P	C ²³	P	P
Food truck ³⁰	-	-	-	-	-	-	-	P	P	-	P	P	P	P	-	-	P	P	P	P
Tavern	-	-	-	-	-	-	-	-	C	-	P	P	P	-	-	-	P	-	-	-
Drive- through facility	-	-	-	-	-	-	-	-	C	-	C	C	P	-	-	-	-	-	-	-
Marina	-	-	-	-	-	-	-	-	-	-	-	P	-	-	-	P	P	-	-	-
Marine sales and service	-	-	-	-	-	-	-	-	-	-	-	P	-	-	-	P	P	-	-	-
Marine boat	-	-	-	-	-	-	-	-	-	-	P	P	-	P	-	P	P	-	-	-

Uses	P I	R -1	RL D	R -2	R M D	R -3	R B- 1	R B- 2	D B	B -1	B -2	C - 11 ⁹	PC D- C	ED ¹⁸	W R	W M	W C	PC D- BP	PC D- NB	MU D ²⁴
sales, level 1																				
Marine boat sales, level 2	-	-	-	-	-	-	-	-	-	-	-	P	-	C ² 2	-	P	P	-	-	-
Ministorag e	-	-	-	-	-	-	-	C	-	-	C	C	P	C	-	-	-	-	-	P
Industrial, level 1	-	-	-	-	-	-	-	C	C	-	C	P	-	P	-	-	-	C	-	P
Industrial, level 2	-	-	-	-	-	-	-	-	-	-	-	P	-	P	-	-	-	-	-	-
Marine industrial	-	-	-	-	-	-	-	-	-	-	-	P	-	C	-	P ¹ 1	C	-	-	-
Wireless communic ation facility ⁴	C	C	C	C	C	C	P	P	C	P	C	P	P	P	C	C	C	P	P	-
Accessory uses and structures	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P

Uses	P I	R -1	RL D	R -2	R M D	R -3	R B- 1	R B- 2	D B	B -1	B -2	C - 11 ⁹	PC D- C	ED ¹⁸	W R	W M	W C	PC D- BP	PC D- NB	MU D ²⁴
Unclassified use	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C

1 Reserved.

2 Home occupations are subject to Chapter 17.84 GHMC.

3 Adult entertainment facilities are subject to Chapter 17.58 GHMC.

4 Wireless communication facilities are subject to Chapter 17.61 GHMC.

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

6 ~~Multiple family dwellings shall be limited to no more than eight attached dwellings per structure in the R-3 district.~~ Each unit at an assisted living facility or independent living facility shall count as one third of a dwelling unit (.33) for purposes of calculating density.

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

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

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

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

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

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

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

14 ~~Residential uses shall be located above a permitted business or commercial use.~~ Residential uses may be located above or as part of a mixed-use project with a business or commercial component.

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

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

Section 7. GHMC17.14.040 – Performance Standards – Amended Section 17.14.040 of the Gig Harbor Municipal Code is hereby amended as follows:

17.17.040 Performance standards.

A. ~~Density.~~ The minimum density is four dwelling units per net acre and the maximum density is four dwelling units per gross acre. Additional density may be allowed using either of the following options:

1. ~~Bonus Density Option.~~ A bonus density of up to 30 percent over the base may be permitted, based upon the following allocations:

a. ~~Thirty percent of the development site is common open space, which must be contiguous or larger than one acre in area (plus five percent).~~

b. ~~A pedestrian trail system is provided within the common open space area, consistent with the adopted trails plan per the land use map (plus 10 percent).~~

c. ~~A minimum 35 percent of the required common open space is improved as an active recreational area (plus 10 percent). "Active recreational areas" shall include, but not be limited to:~~

i. ~~Clearly defined athletic fields and/or activity courts.~~

ii. ~~Recreation center or community facility.~~

d. ~~Additional common open space is provided between the development and adjacent residential zones, uses or developments (plus five percent bonus maximum at a ratio of one percent density bonus per five percent open space increase).~~

2. ~~Density Credit Transfers.~~ A transfer of density credits may be applied from one residential district within the PCD district to the RLD district up to a maximum of seven dwelling units per acre. Density credit transfers shall be as provided for in the density credit transfer section in Chapter ~~17.59~~ GHMC. Density credit transfers may be used in conjunction with bonus density options to achieve the maximum allowable density of seven dwelling units per acre.

B. ~~A. General.~~

1. ~~Maximum Minimum density is four dwelling units per acre and maximum density is seven units per acre per structure in attached single-family dwellings.~~

Section 8. GHMC 17.20.040 – Development Standards – Amended. Section 17.20.040 of the Gig Harbor Municipal Code is hereby amended as follows:

17.20.040 Development standards.

In an R-2 district, the minimum requirements are as follows:

	Single-Family and Duplex Dwellings	Other Residential and Nonresidential
A. Short subdivision:		
1. Minimum lot area:		7,000 sq. ft./dwelling unit
2. Minimum lot width:		50'

	Single-Family and Duplex Dwellings	Other Residential and Nonresidential
B. Subdivision:		
1. Minimum lot area:	5,800 sq. ft./dwelling unit	
2. Minimum lot width:	0.7 percent of the lot area, in lineal feet	
C. Minimum front yard ^{2,3}	House: 20' Porch: 12' Garage: 26'	25'
D. Minimum side yard ^{1,2}	8'	7'
E. Minimum rear yard ^{1,2}	30'	25'
F. Maximum hard surface coverage	60% of the total lot area	
G. Minimum density	No minimum <u>6 dwelling units/acre</u>	
H. Maximum density	6 <u>12</u> dwelling units/acre	

Section 9. GHMC 17.21.040 – Performance Standards – Amended. Section 17.21.040 of the Gig Harbor Municipal Code is hereby amended as follows:

17.21.040 Performance standards.

A. *Density.* The minimum base density is ~~five~~ eight and the maximum is ~~eight~~ 16 dwelling units per acre. Additional density may be allowed using either of the following options:

1. ~~*Bonus Density Option.*~~ A bonus density of up to 30 percent over the base may be permitted, based upon the following allocations:

a. ~~Thirty percent of the development site is common open space, which must be contiguous or greater than one acre in area (plus five percent).~~

b. ~~A pedestrian trail system is provided within the common open space area, consistent with the adopted trails plan per the land use map (plus 10 percent).~~

~~c. A minimum 35 percent of the required common open space is improved as an active recreational area (plus 10 percent). Active recreational areas shall include, but not be limited to:~~

~~i. Clearly defined athletic fields and/or activity courts.~~

~~ii. Recreation center or community facility.~~

~~d. Additional common open space is provided between the development and adjacent residential zones, uses or developments (plus five percent bonus maximum at a ratio of one percent density bonus per five percent open space increase).~~

~~2. **Density Credit Transfers.** A transfer of density credits may be applied from one residential district within the PCD to the residential medium district up to a maximum of 16 dwelling units per acre. Density credit transfers shall be as provided for in the density credit transfer section, in Chapter 17.59 GHMC. Density credit transfers may be used in conjunction with bonus density options to achieve the maximum allowable density of 16 dwelling units per acre.~~

Section 10. GHMC 17.24.050 – Development Standards – Amended. Section 17.24. 050 of the Gig Harbor Municipal Code is hereby amended as follows:

17.24.050 Development standards.

In an R-3 district, the minimum lot requirements are as follows:

Single-Family and Duplex Dwellings	Other Residential and Nonresidential
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A. Short subdivision:

1. Minimum lot area	5,400 sq. ft./dwelling unit
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2. Minimum lot width	50'
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B. Subdivision:

1. Minimum lot area	4,400 sq. ft./dwelling unit
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2. Minimum lot width	0.7 percent of the lot area, in lineal feet
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	Single-Family and Duplex Dwellings	Other Residential and Nonresidential
C. Minimum front yard ²	House: 20' Porch: 12' Garage: 26'	20'
D. Minimum side yard ¹	8'	7'
E. Minimum rear yard ¹	30'	25'
F. Maximum hard surface coverage	60% of the total lot area	
G. Maximum <u>Minimum</u> density	8 <u>12</u> dwelling units/acre <u>32 dwelling units/acre</u>	
F. <u>Maximum density</u>		

Section 11. GHMC 17.28.050 – Minimum Development Standards – Amended. Section 17.28.050 of the Gig Harbor Municipal Code is hereby amended as follows:

17.28.050 Minimum development standards.

In an RB-1 district, the minimum lot requirements are as follows:

	Single-Family Dwellings	Other Residential	Nonresidential
A. Minimum lot area (sq. ft.)	7,200	7,200	15,000
B. Minimum lot width	70'	70'	70'
C. Minimum front yard setback ^{1,3}	House: 20'	20'	20'

	Single-Family Dwellings	Other Residential	Nonresidential
	Porch: 12'		
	Garage: 26'		
D. Minimum rear yard setback ^{1,2}	30'	25'	15'
E. Minimum side yard setback ^{1,2}	8'	7'	10'
F. Maximum hard surface coverage	50%	50%	60%
G. Minimum street frontage	20'	20'	50'
H. Minimum density	No minimum	No minimum	
	<u>6 dwelling units/acre</u>	<u>6 dwelling units/acre</u>	
I. Maximum density	3 <u>12</u> dwelling units/acre	3 <u>12</u> dwelling units/acre	
J. Maximum gross floor area	N/A	N/A	5,000 sq. ft. per structure
K. Separation between structures	20'	20'	20'

Section 10. GHMC 17.30.050 – Development Standards – Amended. Section 17.30.050 of the of the Gig Harbor Municipal Code is hereby amended as follows:

17.30.050 Development standards.

In an RB-2 district, development standards shall be satisfied for all new and redeveloped uses:

	Single-Family and Duplex Dwellings	Other Residential and Nonresidential
A. Minimum lot area	12,000 sq. ft.	12,000 sq. ft.
B. Minimum lot width	70'	70'

	Single-Family and Duplex Dwellings	Other Residential and Nonresidential
C. Front yard setback ²	House: 20' Porch: 12' Garage: 26'	20'
D. Side yard setback ¹	8'	8'
E. Rear yard setback ¹	30'	15'

F. Any nonresidential yard abutting an existing residential use or zone: 40 feet with dense vegetative screening. Easements not having dense vegetative screening are not included;

G. ~~Maximum density: eight dwelling units per acre.~~ Minimum density: 12 dwelling units/acre

F. Maximum density: 32 dwelling units/acre

Section 11. GHMC 17.31.065 – Maximum Residential Density – Amended.
Section 17.31.065 of the Gig Harbor Municipal Code is hereby amended as follows:

17.31.065 Maximum residential density.

The maximum residential density is ~~eight~~ 12 dwelling units per acre. (Ord. 1389 § 7, 2018).

Section 12. GHMC 17.31.033 – General Standards – Amended. Section 17.31.033 of the Gig Harbor Municipal Code is hereby amended as follows:

17.32.033 General standards.

The following general standards shall apply:

A. Minimum lot area:	5,000 sq. ft.
B. Minimum lot width:	50 feet
C. Minimum front yard: ¹	20 feet
D. Minimum side yard: ¹	10 feet
E. Minimum rear yard: ¹	25 feet

F. Maximum impermeable surface coverage: ²	70%
G. Maximum hard surface coverage:	80%
H. Maximum residential density:	4 <u>32</u> dwelling units per acre
	<u>38 dwelling units per acre.</u>

Section 13. GHMC 17.36.065 – Maximum Residential Density – Amended.
Section 17.36.065 of the Gig Harbor 5 Municipal Code is hereby amended as follows:

17.36.065 Maximum residential density.

The maximum residential density is ~~six~~ 32 dwelling units per acre. 38 dwelling units/acre for mixed use and apartments.

Section 14. GHMC 17.4.075 – Maximum Residential Density – Amended.
Section 17.40.075 of the Gig Harbor Municipal Code is hereby amended as follows:

17.40.075 Maximum residential density.

The maximum residential density is ~~six~~ 38 dwelling units per acre.

Section 15. GHMC 17.41.030 – Performance Standards – Amended. Section 17.41.030 of the Gig Harbor Municipal Code is hereby amended as follows:

17.41.030 Performance standards.

A. *Yard Requirements.* The following minimums (in feet) apply:

Contiguous Parcel Situation	Lot Width	Front	Side	Rear	Street Frontage
Nonresidential/Nonresidential	75	20	5	20	20
Nonresidential/Residential	75	20	30	30	20

B. *Landscaping.* All developed parcels shall be landscaped in accordance with the landscaping requirements of Chapter 17.78 GHMC.

C. *Lot Area.* There is no minimum lot area for this district.

D. *Maximum Height of Structures.* Structures within 100 feet of a residential low density zone shall not exceed 35 feet in height. Structures within 100 feet of a

residential medium density zone shall not exceed 45 feet in height. Structure height shall be determined as provided for in GHMC 17.99.370(D), except as provided under 17.99.390(A)(3). The maximum building height shall also be limited by the city building and fire codes. Definitions within the city building and fire codes shall be used to determine height for compliance with the applicable building and fire codes.

E. *Lot Coverage*. There is no maximum lot area coverage except as needed to meet setback, open space and landscaping requirements.

F. *Density*. Minimum density is 24 units per acre and maximum density is 32 units per acre.

F.— G. *Off-Street Parking*. Off-street parking and loading areas meeting the requirements of Chapter 17.72 GHMC shall be provided.

G.— H. *Exterior Mechanical Devices*. All HVAC equipment, pumps, heaters and other mechanical devices shall be screened from view from all public rights-of-way.

H.— I. *Outdoor Storage of Materials*. Outdoor storage of materials and supplies, except for authorized sales displays, shall be completely screened from adjacent properties and public rights-of-way.

I.— J. *Outdoor Lighting*. Outdoor lighting shall conform to the standards of GHMC 17.99.350 and 17.99.460. Such lighting shall be shielded so that direct illumination shall be confined to the property boundaries of the light source. Ground-mounted floodlighting or light projection above the horizontal plane is prohibited between midnight and sunrise. Temporary outdoor lighting intended to advertise a temporary promotional event shall be exempt from this requirement.

J.— K. *Trash Receptacles*. Trash receptacles shall be screened from view. Screening shall be complementary to building design and materials.

K.— L. *Design*. All development in the PCD-C district shall conform to the design and development standards contained in Chapter 17.99 GHMC.

L.— M. *Signage*. Signage must comply with the requirements of Chapter 17.80 GHMC.

M.— O. *Site Plans*. The site plan review process established under Chapter 17.96 GHMC shall apply to all uses and development within this district.

Section 16. GHMC 17.46.040 – Performance Standards- Amended. Section 17.46.040 of the Gig Harbor Municipal Code is hereby amended as follows:

17.46.040 Development standards.

A minimum lot area for new subdivisions is not specified. The minimum development standards are as follows:

	Single-Family Dwelling	Duplex Dwelling	Non-residential Dwelling
A. Minimum lot area (sq. ft.) ¹	7,000	14,000	12,000
B. Minimum lot width	70'	50'	50'

	Single- Family Dwelling	Duplex Dwelling	Non- residential Dwelling
C. Minimum front yard ²			
D. Minimum side yard ²			
E. Minimum rear yard ²			
F. Minimum yard abutting tidelands	0'	0'	0'
G. Maximum hard surface coverage	40%	45%	50%
H. Minimum density	No minimum		
I. Maximum density	3 <u>4</u> dwelling units per acre		
J. Maximum gross floor area including garages, attached and detached ³	4,000 square feet per lot	4,000 square feet per lot	4,000 square feet per lot

Section 17. GHMC 17.48.040 – Development Standards – Amended. Section 17.48.040 of the Gig Harbor Municipal Code is hereby amended as follows:

17.48.040 Development standards.

A minimum lot area for new subdivisions is not specified. The minimum development standards are as follows:

	Single- Family Dwelling	Attached Up to 4 Units	Nonresidential
A. Minimum lot area (sq. ft.) ¹	6,000	6,000/unit	15,000

	Single- Family Dwelling	Attached Up to 4 Units	Nonresidential
B. Minimum lot width	50'	100'	100'
C. Minimum front yard ²			
D. Minimum side yard ²			
E. Minimum rear yard ²			
F. Minimum yard abutting tidelands	0'	0'	0'
G. Maximum hard surface coverage	50%	55%	70%
H. Minimum density	No minimum		
I. Maximum density	3 <u>4</u> dwelling units per acre		
J. Maximum gross floor area including garages, attached and detached ³	3,500 square feet per lot	3,500 square feet per lot	3,500 square feet per lot
K. Separation between structures	20'	20'	20'

Section 18. GHMC 17.50.050 – Development Standards – Amended. Section 17.50.050 of the Gig Harbor Municipal Code is hereby amended as follows:

17.50.040 Development standards.

In a waterfront commercial district, the minimum development requirements are as follows:

	Single-Family Dwelling	Attached Up to 4 Units	Nonresidential
A. Minimum lot area (sq. ft.) ¹	6,000	6,000/unit	15,000
B. Minimum lot width	50'	100'	100'
C. Minimum front yard ²			
D. Minimum side yard ²			
E. Minimum rear yard ²			
F. Minimum yard abutting tidelands	0'	0'	0'
G. Maximum hard surface coverage	50%	55%	70%
H. Minimum density	No minimum density		
I. Maximum density	3 <u>4</u> dwelling units per acre		
J. Maximum footprint/gross floor area ^{4,5}	3,000 square feet max. gross floor area per structure	3,000 square feet max. footprint/6,000 square feet gross floor area per structure	3,000 square feet max. footprint/6,000 square feet gross floor area per structure
K. Separation between structures ³	20'	20'	20'

Section 19. Chapter 17.56 GHMC – Planned Community Development Neighborhood Business District (PCD-NB)- Repealed. Chapter 17.56 of the Gig Harbor Municipal Code is hereby repealed in its entirety.

Section 20. GHMC 17.91.040 – Development Standards – Amended. Section 17.91.040 of the Gig Harbor Municipal Code is hereby amended as follows:

17.91.040 Site development and performance standards.

A. *Minimum Development Parcel Size.* To promote efficient and compatible groupings of uses within a mixed use district, the following minimum development parcel sizes shall apply:

1. No parcel less than 10 acres shall be developed with residential uses, except where the parcel is contiguous to a developed or planned residential area.
2. No parcel less than 10 acres shall be developed with nonresidential uses, except where the parcel is contiguous to a developed or planned business or commercial area.
3. Where phased development is proposed for a parcel of 10 acres or greater and where the first phase is less than 10 acres, the remaining portion of the parcel reserved for future development shall be committed to residential or nonresidential uses.
4. Where residential and nonresidential uses are developed on the same parcel or site, the parcel size requirements may be waived where it is found that the intent of the mixed use zone is otherwise met.

~~B. *Density.* Maximum residential density is four 32 dwelling units per acre. Minimum parcel size is not specified. Bonus densities of up to 30 percent over the base may be permitted, based upon the following allocations:~~

- ~~1. Thirty percent of the development site is common open space, which must be contiguous to or greater than one acre in area (plus five percent).~~
- ~~2. A pedestrian trail system is provided within the common open space area, consistent with the adopted trails plan per the land use map (plus 10 percent).~~
- ~~3. A minimum 35 percent of the required common open space is improved as an active recreational area (plus 10 percent). Active recreational areas shall include, but not be limited to:~~
 - ~~a. Clearly defined athletic fields and/or activity courts.~~
 - ~~b. Recreation center or community facility.~~
- ~~4. Additional common open space is provided between the development and adjacent residential zones, uses or developments (plus five percent bonus maximum at a ratio of one percent density bonus per five percent open space increase).~~

~~C. B. General.~~

- ~~1. The minimum density is 24 dwelling units per acre and maximum residential density is four 32 dwelling units per acre. structure in townhouse or zero lot line developments.~~
- ~~2. Each unit must have individual private yards or courts enclosed by a wall, berm or dense landscaping.~~
- ~~3. Townhouse units adjacent to a single-family residence within the same development shall have a front yard equal to or exceeding the single-family dwelling and a minimum side yard of 25 feet if adjacent to a single-family lot.~~
- ~~4. Easements shall be required for all zero lot line developments to facilitate access from the adjoining lot for necessary maintenance and repair activities.~~

~~D. C. Separation of Uses/Transition Buffers. To ensure that different land uses are adequately separated, the following transition buffers and setbacks shall be used:~~

- ~~1. *Buffers Separating New Businesses from Existing Residential Uses.* A business or nonresidential use must meet the following standards where it is adjacent to~~

property which is either developed or planned for residential use in addition to the zone transition standards defined in GHMC 17.99.180:

- a. A minimum 35-foot setback from any property shared with a residential site.
 - b. Landscaping forming a dense vegetative screen or retention of existing native vegetation within required buffer areas equal to the minimum setback.
 - c. No parking shall occur within a required buffer.
2. *Buffers Separating New Residential Use from Existing Nonresidential Uses.* A residential use must meet the following standards where it is adjacent to property which is either developed or planned for nonresidential or business use:
- a. A minimum 35-foot setback from any property shared with a nonresidential site.
 - b. Landscaping forming a dense vegetative screen or retention of existing native vegetation within required buffer areas equal to the minimum setback.
3. *Buffers Separating New Multifamily Dwellings from Existing Single-Family Dwellings.* In addition to the zone transition standards in GHMC 17.99.180, a multifamily use must meet the following standards where it is adjacent to property which is developed as single-family residential:
- a. A minimum setback of 25 feet from all street rights-of-way common to both uses.
 - b. A minimum setback of at least 25 feet from any property line shared with a single-family use.
 - c. Landscaping within required buffer areas equal to minimum width of the buffer.

Parking areas shall not occupy the required buffer area.

4. *Buffers Separating Single-Family Dwellings from Existing Multifamily Dwellings.* Where adjacent property is developed or planned for single-family residential use, a multifamily residential development must meet the following standards:

- a. A minimum setback of 25 feet from all street rights-of-way common to both uses.
- b. A minimum setback of at least 25 feet from any property line shared with a single-family use.
- c. Landscaping within required buffer areas equal to the minimum width of the buffer.

E. D. Mixed Use Occupancies Within the Same Structure. Residential units and retail business or office uses shall be permitted within the same structure, subject to the following standards:

1. The nonresidential use must have access by way of a business arterial and shall front directly on an adjacent sidewalk or pedestrian walkway, or on a front or side yard from which vehicles are excluded.
2. Where a business or residential portion of the building is located on different floors, business uses shall occupy the floors below the residential uses.
3. Business and residential portions of a building must be separated by soundproof walls, floors, equipment, utilities or other suitable architectural features or appurtenances.
4. Allocation of uses shall be consistent with the city of Gig Harbor comprehensive plan.

F. E. Performance Standards.

1. *Minimum Yards (From the Property Line).*
 - a. Front, 15 feet.
 - b. *Side, five feet.* At least 20 feet is required on the opposite side of a lot having a zero lot line.
 - c. Rear, 15 feet.
2. *Maximum Height.* The maximum height of a structure shall not exceed 35 feet.
3. *Maximum Lot Area Coverage.* Forty-five percent, excluding driveways, private walkways and similar hard surfaces.
4. *Landscaping.* Landscaping shall comply with the requirements of Chapter 17.78 GHMC.
5. *Exterior Mechanical Devices.* All HVAC equipment, pumps, heaters and other mechanical devices shall be screened from view from all public rights-of-way.
6. *Outdoor Storage of Materials.* Outdoor storage of materials and supplies, except for authorized sales displays, shall be completely screened from adjacent properties and public rights-of-way.
7. *Outdoor Lighting.* Outdoor lighting shall conform to the standards of GHMC 17.99.350 and 17.99.460. Such lighting shall be shielded so that direct illumination shall be confined to the property boundaries of the light source. Ground-mounted floodlighting or light projection above the horizontal plane is prohibited between midnight and sunrise. Temporary outdoor lighting intended to advertise a temporary promotional event shall be exempt from this requirement.
8. *Trash Receptacles.* Trash receptacles shall be screened from view. Screening shall be complementary to building design and materials.
9. *Design.* Development in the MUD district shall conform to the design and development standards contained in Chapter 17.99 GHMC. Duplex dwellings shall conform to the design standards defined for single-family dwellings in Chapter 17.99 GHMC.
10. *Signage.* Signage must comply with the requirements of Chapter 17.80 GHMC.
11. *Site Plans.* The site plan review process established under Chapter 17.96 GHMC shall apply to all uses and development within this district.

Section 26. Severability. If any section, sentence, clause, or phrase of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this ordinance.

Section 27. Correction of Errors. The city clerk and codifiers of the ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 28. Effective Date. This ordinance shall take effect and be in full force five (5) days after passage and publication of an approved summary consisting of the title.

ADOPTED by the Council of the City of Gig Harbor at a regular meeting thereof,
held this 27th day of October, 2025.

Mary K. Barber
Mayor

Approved as to form:

Attest:

Daniel Kenny
City Attorney

Joshua Stecker, CMC
City Clerk



COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION

NOTICE OF RECOMMENDATION

CITY OF GIG HARBOR PLANNING COMMISSION

TO: Mayor Barber and Members of City Council

FROM: Katharine Shaffer, Principal Planner

RE: Planning Commission approval of PL-ZONE-25-0003 – Phase 1
Development Code Update and Map Amendments

DATE: August 22, 2025

After two years of extensive public engagement and staff analysis, City Council approved the updated Comprehensive Plan and Land Use Map on April 14, 2025. Following adoption, the City initiated updates to the development code to incorporate the increased residential densities established in the Comprehensive Plan. These revisions were necessary to ensure that development regulations aligned with the new policy direction and allowed projects to fully utilize the updated density ranges.

In addition, staff presented a map amendment package that identified and corrected mapping inconsistencies where zoning districts did not align with the adopted Land Use Map designations. These errors included parcels with mismatched land use and zoning classifications, as well as instances of split zoning where a single parcel was divided between two zoning districts or land use designations. The map amendment package also includes the rezoning of parcels currently designated with the Planned Residential Development (PRD), which functions as a flexible development process rather than a traditional zoning district. These corrections were necessary to eliminate conflicts between the zoning map and the Comprehensive Plan, provide greater clarity and predictability for property owners and applicants.

A draft of the proposed code and map amendments was presented to the Planning Commission for discussion at its August 7, 2025 meeting. During the meeting, Commissioners asked clarifying questions and provided feedback on the scope and content of the amendments. Comments focused on the consistency of the proposed changes with the Comprehensive Plan, the potential impacts on future development patterns, and the correction of existing mapping errors.

The Planning Commission held a public hearing on August 21, 2025, to consider the draft proposal. At the hearing, the Commission received both oral and written testimony from the public. Following deliberation, the Commission voted to recommend approval of the proposal as presented by staff.

Based on the Planning Commission's public hearing on August 21, 2025 the City of Gig Harbor Planning Commission recommended the City Council **Approve** the proposed ordinance for Phase 1 Development Code Update and Map Amendments (Exhibit A).

cc: Planning File

Phase 1 Development Code Public Hearing



City of Gig Harbor
City Council
October 13, 2025

Current Code and 2024 Comprehensive Plan



Zoning District	Current Code Density (Units/Acre)	2024 Comprehensive Plan Target Density (Units/Acre)
Single-Family Residential (R-1)	4	4
Medium-Density Residential (R-3)	6	6-12
Multiple-Family Residential (R-3)	8	12-32
Residential and Business District (RB-1)	3	6-12
Residential and Business District (RB-2)	8	12-32
Commercial District (C-1)	6	38
Neighborhood Commercial District (B-1)	4	32
General Business District (B-2)	6	32
Downtown Business (DB)	8	12
Waterfront Millville (WM)	3	4
Waterfront Commercial (WC)	3	4
Waterfront Residential (WR)	3	4
Planned Community Development Low Residential (PCD-RLD)	4 with bonuses	4-7
Planned Community Development Medium Density Residential (PCD-RMD)	5-8	8-16
Planned Community Development Commercial (PCD-C)	N/A	24-32
Mixed Use District Overlay (MUD)	4	24-32

17.04 Definitions

17.04.269.a “Density” means a ratio comparing the number of dwelling units with land area of lot or parcel.

17.04.269.b “Density, maximum” means the largest number of dwelling units that shall be developed on parcel within a specific zoning district based upon net buildable land area of the parcel.

17.04.269.c “Density, minimum,” means the fewest number of dwelling units that shall be developed on a parcel within a specific zoning district based upon the net buildable land area of the parcel.

17.04.612 “Net buildable land area” means the portion of a lot that remains after subtracting areas where development is prohibited (sensitive areas, public rights of way, tidelands) from the gross lot area. It is used to calculate the allowable residential density for a site.

17.05 Density in Residential Zones

Zones with
Minimum and
Maximum: RB-1,
R-2, RB-2, R-3,
PCD-RLD,
PCD,RMD,
PCD-C, MUD
Overlay

17.05.020 Allowed density.

The allowed density, as shown for each zone in this title allowing residential uses, represents the minimum and/or the maximum number of dwelling units that may occupy an acre of land, as stated in each zoning district chapter. The following formula is used to determine minimum and maximum number of allowable dwelling units on a parcel based on the net buildable land area, only applicable to zoning districts with required minimum and maximum densities. Minimum density shall be met for subdivisions and multifamily proposals. In zoning districts where no minimum density is established, only the maximum density shall apply as the upper limit.

A. Minimum density is calculated by multiplying the net buildable land area by the minimum density requirement specified in the development standards for each zoning district.

B. Maximum density is determined by multiplying the net buildable land area by the maximum allowable density as specified in the development standards for each zoning district.

C. An applicant may propose any number of dwelling units within the established minimum and maximum density range as calculated in A and B.

17.05 Density in Residential Zones

Example: R-2
Zone (6-12
Units Per
Acre)

Gross Acreage: 0.75 Net Buildable Land
Area: 0.42

Minimum Density: $0.42 * 6 = 2.52$ (round
up)

3 units in the minimum density

Maximum Density: $0.42 * 12 = 5.04$ (round
down)

5 units is the maximum density

Density Range: 3-5 units



Uses	P I	R- 1	RL D	R- 2	RM D	R- 3	RB -1	RB -2	D B	B- 1	B- 2	C- 1 ⁹	PC D-C	ED 18	W R	W M	W C	PC D- BP	PC D- NB	MUD 24
Dwelling, single-family	-	P	P	P	P	C	P	P	P ³ ₁	P ¹ ₄	C ¹ ₄	C ¹ ₄	P ¹⁴	-	P	P	P	-	P ¹⁴	P ¹⁴
Dwelling, duplex,	-	<u>P</u>	-	P	P	P	<u>P</u>	P	P ³ ₁	P ¹ ₄	C ¹ ₄	C ¹ ₄	P ¹⁴	-	P	P	P	-	P ¹⁴	P ¹⁴
Dwelling, triplex	-	-	-	C	P	P	<u>P</u>	P	P ³ ₁	P ¹ ₄	C ¹ ₄	C ¹ ₄	P ¹⁴	-	-	C ¹ ₇	P	-	P ¹⁴	P ¹⁴
Dwelling, fourplex	-	-	-	C	P	P	<u>P</u>	P	P ³ ₁	P ¹ ₄	C ¹ ₄	C ¹ ₄	P ¹⁴	-	-	C ¹ ₇	P	-	P ¹⁴	P ¹⁴
Dwelling, <u>multiple- family</u>	-	-	-		P	P ⁶	-	P	P ³ ₁	P ¹ ₄	C ¹ ₄	C ¹ ₄	P ¹⁴	-	-	-	-	-	P ¹⁴	P ¹⁴
Accessory dwelling unit	-	P	P	P	P	P	P	P	P	P	P	P	P	-	P	P	P	-	P	P
Family day care provider	-	P	P	P	P	P	P	P	C	P	P	P	P	-	P	P	P	-	P	P
Home occupation ²	-	P	P	P	P	P	P	P	C	P	-	C	-	-	P	P	P	-	-	-
Adult family home	-	P	P	P	P	P	P	P	C	P	P	P	P	-	P	P	P	-	P	P
Living facility, independent <u>6</u>	-	-	-	C	-	P	C	C	C	P	C	C	P	C ²¹	-	-	-	-	-	P

• 17.14.020 Changes

- PCD-NB zone struck
- Duplex allowed R-1 and RB-1
- RB-1 added triplex and fourplex
- Footnote 6 struck: ~~Multiple family dwellings shall be limited to no more than eight attached dwellings per structure in the R-3 district. Each unit at an assisted living facility or independent living facility shall count as one third of a dwelling unit (.33) for purposes of calculating density.~~
- Footnote 14 (existing but edited):
- ~~Residential uses shall be located above a permitted business or commercial use.~~
- Residential uses may be located above or as part of a mixed- use project with a business or commercial component.

Amending Chapters:

- 17.17: PCD-RLD. Struck density bonus.
- 17.20: R-2. Struck “No minimum.”
- 17.21: PCD-RMD. Struck density bonus.
- 17.24: R-3. Updated density.
- 17.28: RB-1. Added minimum and maximum.
- 17.30: RB-2. Added minimum and maximum.
- 17.31: DB. Changed maximum density.
- 17.32: B-1. Added minimum and maximum.
- 17.36: B-2. Increased maximum.
- 17.40: C-1. Increased maximum.
- 17.41: PCD-C. Added minimum and maximum.
- 17.46: WR. Increased density.
- 17.48: WM. Increased density.
- 17.50: WC. Increased density.
- 17.56: PCD-NB. Struck entire section.
- 17.91: Added minimum density.

Zoning District	Current Code Density (Units/Acre)	2024 Comprehensive Plan Target Density (Units/Acre)
R-1	4	4
R-2	6	6-12
R-3	8	12-32
RB-1	3	6-12
RB-2	8	12-32
C-1	6	38
B-1	4	32
B-2	6	32
DB	8	12
WM	3	4
WC	3	4
WR	3	4
PCD-RLD	4 with bonuses	4-7
PCD-RMD	5-8	8-16
PCD-C	N/A	24-32
MUD Overlay	4	24-32



City of Gig Harbor City Council Agenda Bill

Meeting Date: October 13, 2025

SUBJECT: Ordinance 1552 Amending the Comprehensive Plan Future Land Use Map and the Official Zoning Map

SUBMITTED BY: Principal Planner Katharine Shaffer

DEPARTMENT: Community Development

PHONE: (253) 853-7615

SUGGESTED MOTION: N/A

BACKGROUND INFORMATION: On April 14, 2025, the city council approved the updated Comprehensive Plan and Land Use Map following an extensive public process. The proposed map amendment package is intended to correct identified mapping errors within the city's official land use and zoning maps.

[Exhibit 2-6](#) of the 2024 Comprehensive Plan identifies the zoning districts that correspond to each land use designation. While land use designations provide a broad framework for future development, zoning districts establish the regulatory standards—such as uses, height, setbacks, lot coverage, and density—that implement those designations. Staff has identified and proposed corrections to about 900 parcels that are out of alignment with the land use designation and the zoning district.

The proposed map amendments address four categories:

1. Parcels where land use designations and zoning districts are misaligned.
2. Parcels with split land use designations and/or zoning districts.
3. Parcels are currently within the Planned Residential Development (PRD) zoning district.
4. City-owned parcels are proposed to be rezoned to Public Institutional.

Planning Commission Process

A draft of the map amendments package was presented to the planning commission for discussion at its August 7 meeting. During the meeting, commissioners asked clarifying questions and provided feedback. Questions and comments focused on the consistency of the proposed code changes with the comprehensive plan, the potential impacts on future development patterns, and the correction of existing mapping errors. The planning commission held a public hearing on August 21 to consider the draft proposal. At the hearing, the commission received both oral and written testimony from the public. Following deliberation, the commission voted to recommend approval of the proposal as presented by staff.

Staff also presented proposed mapping changes at the June 9 and September 11 city council study sessions.

FISCAL CONSIDERATION: N/A

ATTACHMENTS:

1. Ordinance 1552
 2. Ordinance 1552 Presentation
 3. Final Proposed Land Use Map
 4. Final Proposed Zoning Map
-

STRATEGIC PLAN PRIORITY: Maintain smalltown character and historic preservation while growing responsibly

ORDINANCE 1552

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, AMENDING THE COMPREHENSIVE PLAN FUTURE LAND USE MAP; AMENDING THE OFFICIAL ZONING MAP; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Gig Harbor is required to plan for growth and development in accordance with the Washington State Growth Management Act (Chapter 36.70A of the Revised Code of Washington), hereinafter referred to as “the Act”; and

WHEREAS, the Act requires that jurisdictions planning under its provisions prepare and adopt a comprehensive plan to guide future land use, growth, and development in a manner that promotes the public health, safety, and welfare, and facilitates orderly and efficient development patterns; and

WHEREAS, the City of Gig Harbor adopted its updated comprehensive plan on April 14, 2025, in accordance with the Act, setting forth the community’s long-term vision, goals, policies, and land use designations to guide growth and investment over a 20-year planning horizon; and

WHEREAS, Exhibit 2-6 of the 2024 Comprehensive Plan, titled “Future Land Use Areas Classification”, identifies corresponding zoning districts for each land use designation. While land use designations provide a general framework for planning policy, zoning districts serve as the regulatory mechanisms to implement those policies through specific standards for allowable uses, building heights, setbacks, lot coverage, and residential densities; and

WHEREAS, as part of this implementation effort, the city evaluated parcels where inconsistencies exist between the comprehensive plan, land use designations, and the zoning district, which can result in confusion for property owners, create use conflicts, hinder development opportunities, and delay permitting processes; and

WHEREAS, city staff identified approximately 900 parcels where such misalignments exist between the adopted land use designation and the zoning district, necessitating corrective map amendments; and

WHEREAS, amendments to the Comprehensive Plan Land Use Element, including updates to the Land Use Designations Map, are necessary to ensure consistency with the adopted goals, policies, land use designations, and growth assumptions in the comprehensive plan, as well as alignment with the city’s zoning code and official zoning map; and

WHEREAS, the proposed amendments to the Comprehensive Plan Land Use Designations Map and the Zoning Map meet the approval criteria set forth in Gig Harbor

Municipal Code (GHMC) Section 19.09.170, including consistency with the Growth Management Act, internal consistency within the Comprehensive Plan, and the capacity to accommodate projected needs for housing, employment, and public services; and

WHEREAS, the city has conducted public outreach efforts to ensure full transparency for properties affected by the map amendments, including mailed notices to property owners and residents, publication of informational materials on the city's website, inclusion of the proposal in four editions of the city's *Gig-A-Byte* newsletter, and the hosting of a public open house on August 5, 2025; and

WHEREAS, in accordance with the State Environmental Policy Act (SEPA), the city issued a Determination of Nonsignificance (DNS) on July 24, 2025, for the proposed amendments and development code, which was distributed to the Washington State Department of Ecology, affected agencies, tribal governments, and neighboring jurisdictions. The DNS was also posted on the city's project website and made available through the SEPA Register maintained by the Department of Ecology. No SEPA appeals were filed by the August 14, 2025, deadline; and

WHEREAS, a draft of the proposed code changes and map amendments was presented to the planning commission for discussion at its August 7, 2025, meeting, during which commissioners asked clarifying questions and provided feedback regarding consistency with the comprehensive plan, potential impacts on future development patterns, and the correction of existing mapping errors; and

WHEREAS, the planning commission held a public hearing on August 21, 2025, to consider the draft proposal, received oral and written testimony from the public, and, following deliberation, voted to recommend approval of the proposal as presented by staff; and

WHEREAS, the proposed revisions are consistent with the Growth Management Act, multi-county planning policies and countywide policies;

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

Section 1. Comprehensive Plan Amendment Adoption. The City of Gig Harbor Comprehensive Plan shall be amended to:

- 1) Revise the Land Use Element Future Land Use Areas Map for Gig Harbor to achieve consistency with the Gig Harbor Comprehensive Plan, the Gig Harbor Municipal Code, and the Gig Harbor Zoning Map as set forth in Exhibits A and B.

Section 2. Comprehensive Plan Amendment Adoption Criteria. The process for comprehensive plan amendments (Chapter 19.09) states that the city council shall consider the planning commission's recommendations and after considering the criteria

found in GHMC 19.09.170 make written findings regarding each application's consistency or inconsistency with the criteria. The criteria found in GHMC 19.09.170 are as follows:

- A. The proposed amendment will further and be consistent with the goals, policies and objectives of the comprehensive plan; and
 - B. The proposed amendment is consistent with the Growth Management Act, the countywide planning policies and other applicable interjurisdictional policies and agreements, and/or other state or local laws; and
 - C. The proposed amendment will not adversely impact the city's ability to provide sewer and water, and will not adversely affect transportation facilities and other public facilities and services such as parks, police, fire, emergency medical services and governmental services; and
 - D. The proposed amendment advances the public interest; and
 - E. For text amendments which propose to increase density or intensity of permitted development and all land use map amendments, the following approval criteria also apply:
1. Adequate infrastructure, facilities and services are available to serve the proposed or potential development expected as a result of this amendment, according to one of the following provisions:
 - a. The city has adequate funds for needed infrastructure, facilities and services to support new development associated with the proposed amendments; or
 - b. The city's projected revenues are sufficient to fund needed infrastructure, facilities and services, and such infrastructure, facilities and services are included in the schedule of capital improvements in the city's capital facilities plan; or
 - c. Needed infrastructure, facilities and services will be funded by the developer under the terms of a development agreement associated with the comprehensive plan amendment; or
 - d. Adequate infrastructure, facilities and services are currently in place to serve expected development as a result of this comprehensive plan amendment based upon an assessment of land use assumptions; or
 - e. Land use assumptions have been reassessed, and required amendments to other sections of the comprehensive plan are being processed in conjunction with this amendment in order to ensure that adopted level of service standards will be met; and
 2. For a land use map amendment, the subject parcels being redesignated are physically suitable for the allowed land uses in the designation being requested,

including compatibility with existing and planned surrounding land uses; and

3. The proposed amendment will not create a demand to change land use designations of other properties unless the change in land use designation for other properties is in the long-term interest of the community in general.

Section 3. Comprehensive Plan Amendment Findings. After consideration of the materials in the files associated with the proposed Future Land Uses Map amendments, the City's Comprehensive Plan, criteria for approval found in Chapter 19.09 GHMC, applicable law, and public testimony, City Council hereby makes the following findings:

- A. The proposed amendment will further and be consistent with the goals, policies and objectives of the comprehensive plan.

The proposed amendment to the Future Land Use Areas Map for Gig Harbor will further the following Land Use policies per the adopted Comprehensive Plan:

LU-1.1 Allocate high density/intensity urban development to lands capable of efficiently supporting urban uses while presenting the fewest environmental risks.

LU-1.2 Support, allocate urban development onto lands which are suitable and do not provide substantial value to the community if left undeveloped.

LU-1.4 Allocate urban uses to areas that can be effectively serviced by roads, sewer, water, storm drainage and other basic urban utilities and transportation facilities.

LU-1.8 Ensure sufficient capacity within the city to accommodate the following resulting growth by 2044:

- a) 6,642 housing units
- b) 14,229 residents, and
- c) 15,602 jobs.

LU-2.6 Maintain a Comprehensive Land Use Plan Map showing city limits, urban growth areas, and generalized land use classifications that establish various uses within the city.

LU-2.7 Ensure that ordinances, programs, proposals, and projects conform to the intention of the Comprehensive Land Use Plan Map.

LU-4.1 Allow a broad choice of housing types, locations, sizes, and tenures to meet local housing needs.

LU-4.2 Allow housing options that meet the needs of different household types and ages.

LU-4.5 Support residential densities across the city that can help meet identified housing targets.

- B. The proposed amendment is consistent with the Growth Management Act, the countywide planning policies and other applicable interjurisdictional policies and agreements, and/or other state or local laws.

The proposed amendment is consistent with the Growth Management Act. Section 36.70A.115 of the Growth Management Act states that *“(1) Counties and cities that are*

required or choose to plan under RCW 36.70A.040 shall ensure that, taken collectively, adoption of and amendments to their comprehensive plans and/or development regulations provide sufficient capacity of land suitable for development within their jurisdictions to accommodate their allocated housing and employment growth, including the accommodation of, as appropriate, the medical, governmental, educational, institutional, commercial, and industrial facilities related to such growth, as adopted in the applicable countywide planning policies and consistent with the twenty-year population forecast from the office of financial management."

The proposed amendment would revise certain land use designations to increase their residential density, allowing the city of Gig Harbor to provide additional housing units and increased housing flexibility, as well as providing allowances for commercial developments in urban areas.

- C. The proposed amendment will not adversely impact the city's ability to provide sewer and water, and will not adversely affect transportation facilities and other public facilities and services such as parks, police, fire, emergency medical services and governmental services.

The City Council finds that the proposed amendment would not adversely impact the City's ability to provide essential public facilities or services. The parcels that are proposed to be redesignated are all located within urban areas that have access to public facilities and services.

- D. The proposed amendment advances the public interest.

The amendment would bring the Land Use Element of the Comprehensive Plan in conformance with the established Gig Harbor Zoning Code and Zoning Map. Additionally, the proposed map amendment would allow for additional flexibility in housing options for residential parcels as well as a potential for employment growth through commercial developments in commercial/business parcels.

E. For text amendments which propose to increase density or intensity of permitted development and all land use map amendments, the following approval criteria also apply:

- 1. Adequate infrastructure, facilities and services are available to serve the proposed or potential development expected as a result of this amendment, according to one of the following provisions:
 - a. The city has adequate funds for needed infrastructure, facilities and services to support new development associated with the proposed amendments; or
 - b. The city's projected revenues are sufficient to fund needed infrastructure, facilities and services, and such infrastructure, facilities and services are included in the schedule of capital improvements in the city's capital facilities plan; or

c. Needed infrastructure, facilities and services will be funded by the developer under the terms of a development agreement associated with the comprehensive plan amendment; or

d. Adequate infrastructure, facilities and services are currently in place to serve expected development as a result of this comprehensive plan amendment based upon an assessment of land use assumptions; or

e. Land use assumptions have been reassessed, and required amendments to other sections of the comprehensive plan are being processed in conjunction with this amendment in order to ensure that adopted level of service standards will be met; and

2. For a land use map amendment, the subject parcels being redesignated are physically suitable for the allowed land uses in the designation being requested, including compatibility with existing and planned surrounding land uses

The parcels being redesignated under this proposed map amendment are suitable for the allowed land uses in the designation proposed. The parcels are all located in existing urban areas. The redesignations proposed do not completely alter the nature of the existing land use designations and allowed land uses, but rather clarify some inconsistencies and allow for additional residential densities.

3. The proposed amendment will not create a demand to change land use designations of other properties unless the change in land use designation for other properties is in the long-term interest of the community in general.

The proposed map amendment will not create a demand to change land use designations in other properties. The proposed land use designations are compatible with both the existing as well as the surrounding land uses for the parcels being redesignated.

Section 4. Zoning Map Amendment Adoption. The City of Gig Harbor Zoning Map shall be amended to:

- 1) Revise the Zoning Map for Gig Harbor to achieve consistency with the Gig Harbor Comprehensive Plan and the Gig Harbor Municipal Code, as set forth in Exhibits C and D.

Section 5. Zoning Map Amendment Adoption Criteria. The process for Zoning map amendments (Chapter 17.100.035) states that amendments to the zoning map may only be approved if all of the following criteria are satisfied:

A. The application for the zoning map amendment must be consistent with and further the goals, policies and objectives of the comprehensive plan and GHMC 17.12.015;

The proposed amendment will make the zoning map consistent with the comprehensive plan, as well as with the land use designation and zoning district consistency table found

in GMHC 17.12.015. The proposed amendment to the zoning map will further the following Land Use policies per the adopted Comprehensive Plan:

LU-1.1 Allocate high density/intensity urban development to lands capable of efficiently supporting urban uses while presenting the fewest environmental risks.

LU-1.2 Support, allocate urban development onto lands which are suitable and do not provide substantial value to the community if left undeveloped.

LU-1.4 Allocate urban uses to areas that can be effectively serviced by roads, sewer, water, storm drainage and other basic urban utilities and transportation facilities.

LU-1.8 Ensure sufficient capacity within the city to accommodate the following resulting growth by 2044:

a) 6,642 housing units

b) 14,229 residents, and

c) 15,602 jobs.

LU-4.1 Allow a broad choice of housing types, locations, sizes, and tenures to meet local housing needs.

LU-4.2 Allow housing options that meet the needs of different household types and ages.

LU-4.5 Support residential densities across the city that can help meet identified housing targets.

B. The application for the zoning amendment must further or bear a substantial relationship to the public health, safety and general welfare;

The proposed map amendment includes the rezoning of parcels that are currently zoned as residential or commercial zones to public institutions. This rezone would allow the parcels to be consistent with their current and future land use. Additionally, residential parcels would be rezoned to be consistent with the corresponding land use designation per the Comprehensive Plan.

C. No substantial detrimental effect will be caused by the granting of the application for the amendment; and

No substantial detrimental effect will be caused by the approval of this amendment. The amendment would rezone parcels to be consistent with the underlying land use designation per the Comprehensive Plan. Parcels that are currently zoned for residential and commercial uses that contain parks would be rezoned to be consistent with the existing land use.

D. The proponents of the application have the burden of proof in demonstrating that conditions have changed since the original zoning or original designation for the property on the zoning map.

The City of Gig Harbor is the lead agency in the rezoning effort. The proposed zoning would allow parcels to be consistent with their underlying land use designation and current use. The zoning change would also clarify the designation for parcels that

currently have split zoning. Parcels containing parks or streets will be rezoned from residential or commercial zones to public institution.

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

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

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

ADOPTED by the Council of the City of Gig Harbor at a regular meeting thereof, held this October 27, 2025.

Mary K. Barber
Mayor

Approved as to form:

Attest:

Daniel Kenny
City Attorney

Joshua Stecker, CMC
City Clerk

EXHIBIT A: Proposed Land Use Designations

Parcel Numbers	Existing Land Use Designation	Proposed Land Use Designation
221061111	RM & CB	CB
4001360011	RL & CB	CB
221177042	RL & RM	RM
221176019	RL/RM	RM
221082243	RL & RM	RM
221177056	RL	RM
221177057	RL	RM
221078005	RL	RM
221078006	RL	RM
122361084	RL/RM	RM
221071168	RH & RL	RH
7580000946	RL	RM
7580000951	RL	RM
122254093	RM	CB
0222313074	Mixed Use	PI
4002730010	PCD-BP	PI
4002730020	PCD-BP	PI
4002730040	PCD-BP	PI
4002730050	PCD-BP	PI
4002470030	PCD-BP	PI
0222323031	R-1	Parks
0222323033	R-1	Parks

0222323032	R-1	Parks
0222323130	R-1	Parks
0221071067	R-1	PI
0221071009	R-1	PI
0222312019	Mixed Use	PI
0221081108	RM	PI
0221173107	Commercial/Business and Residential High Transition	PI

EXHIBIT B: Proposed Zoning Designations

Parcel Numbers	Existing Zoning	Proposed Zoning
221061111	R-2 & B-2	B-2
4001360011	R-1 & B-2	B-2
221177042	RB-2	RB-1
221176019	RB-1 & RB-2	RB-1
221082243	R-1 & RB-1	RB-1
221177056	RB-2	RB-1
221177057	RB-2	RB-1
221078005	RB-2	RB-1
221078006	RB-2	RB-1
122361084	R-1 & RB-2	RB-1
122361045	R-1 & ED	R-1
221071160	R-1 & R-2	R-2
4001020194	RB-2	ED
4001020195	RB-2	ED
4001020196	RB-2	ED
3001140020	PCD-BP and RMD	PCD-BP
221177047	R-1 & RB-1	R-1
221177058	RB-2 & B-2	RB-2
2260000210	R-1/WR	WR
6032010050	RB-2	R-2
6032010060	RB-2	R-2
6032010070	RB-2	R-2
221064149	RB-2	R-2
221172117	RB-2	RB-1
221176009	RB-2	RB-1
221176001	RB-2	RB-1

221176002	RB-2	RB-1
221176008	RB-2	RB-1
221172116	RB-2	RB-1
221071096	RB-2	RB-1
221071152	RB-2	RB-1
221072036	RB-2	RB-1
221201030	RB-2	RB-1
221205014	RB-2	RB-1
221205004	RB-2	RB-1
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4002890018	RB-2	RB-1
4002890020	RB-2	RB-1
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4002890023	RB-2	RB-1
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4002890031	RB-2	RB-1
4002890033	RB-2	RB-1

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4002890023	RB-2	RB-1
4002890026	RB-2	RB-1
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4002890031	RB-2	RB-1
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4002890031	RB-2	RB-1
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9010210050	RB-2	RB-1

4002890034	RB-2	RB-1
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9010240030	RB-2	RB-1
9010240060	RB-2	RB-1
9010240050	RB-2	RB-1
0122361066	R-1	ED
3000850590	R-1/ED	R-1
221071160	R-2 & R-1	R-2
221053089	R-1	RB-1
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4003301190	PRD	PI
4003100820	PRD	PI
0222308004	PRD	PI
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4002930010	PRD	PCD-RMD
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Proposed Land Use Designations

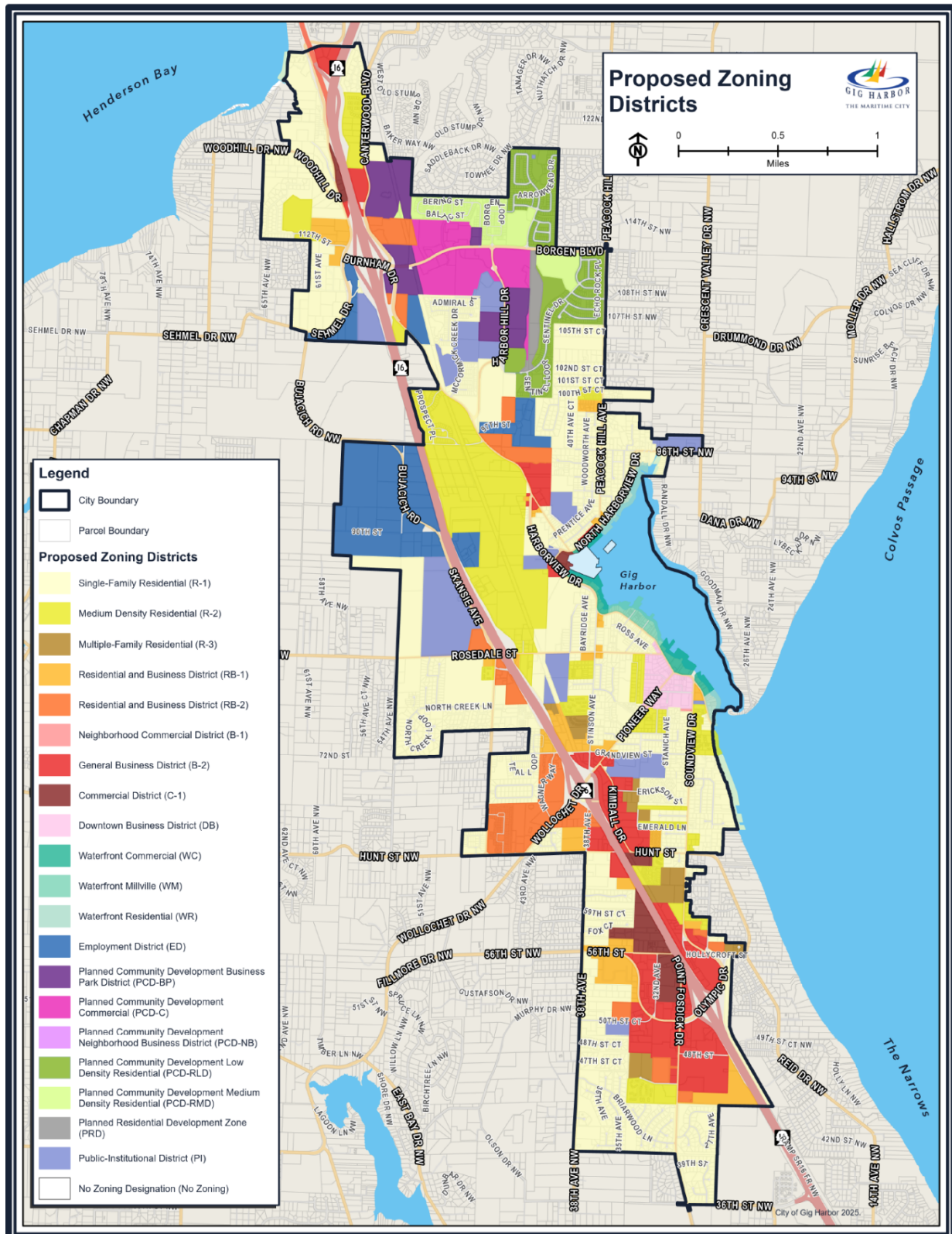
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Legend

- City Boundary
- Parcel Boundary
- Proposed Land Use**
 - Commercial/Business
 - Downtown Business
 - Employment Centers
 - Mixed Use
 - No Designation
 - PCD-Business Park
 - PCD-Commercial
 - PCD-Residential Low
 - PCD-Residential Medium
 - Parks, Recreation, and Open Space
 - Public/Institutional
 - Residential High Transition
 - Residential Low
 - Residential Medium
 - Waterfront

City of Gig Harbor 2025

EXHIBIT D: Proposed Zoning Map



Land Use and Zoning Mapping Changes Public Hearing



City of Gig Harbor
City Council
October 13, 2025

Land Use Map

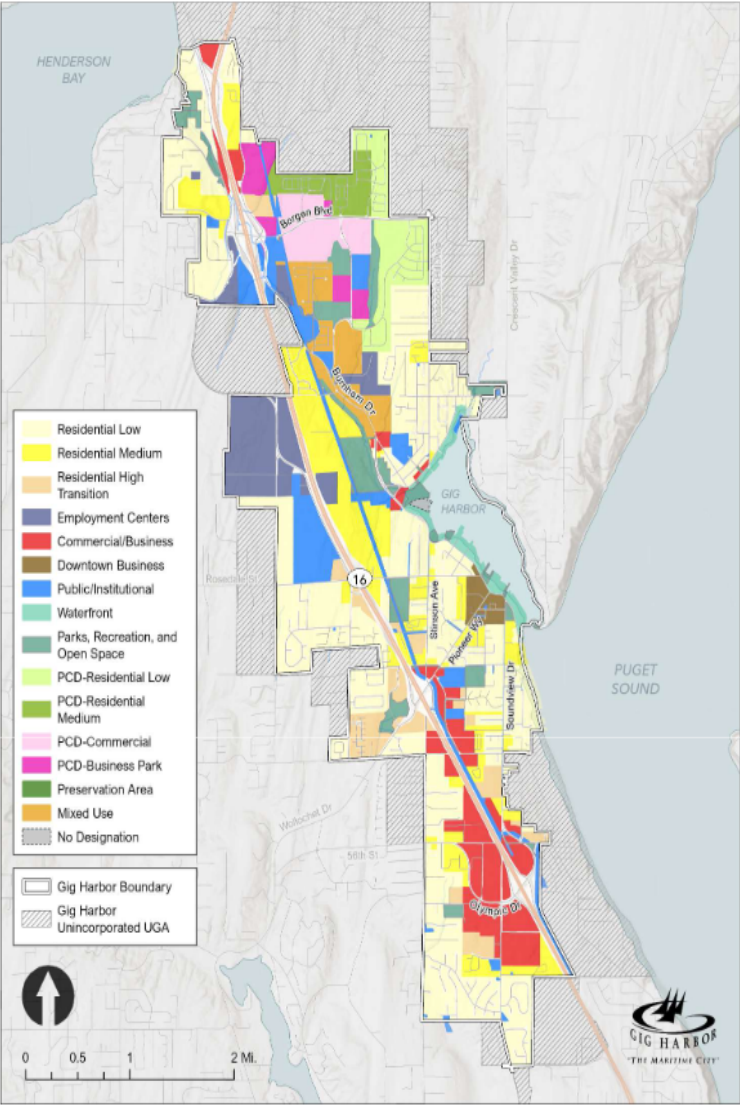
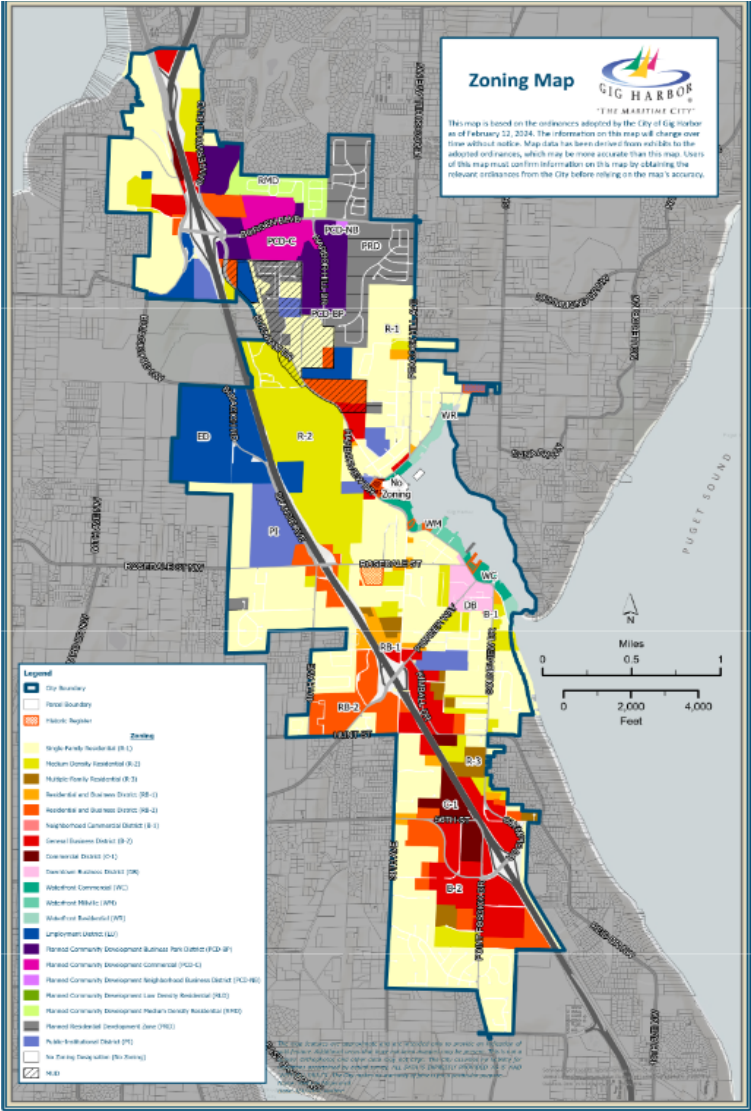


Exhibit 2-6. Future Land Use Area Classifications.

Land Use Area and Description	Zoning Districts	Target Residential Density (units/acre)	Target Employment Density (employees/acre)
Residential Low. This area includes existing lower-density residential uses, primarily single-family detached and plex housing, on larger lots in areas where additional density may not be able to be supported with cost-effective infrastructure. Supportive community services such as schools and parks are allowed in these areas to serve the community at large.	R-1	4 (single-family detached, duplex)	N/A
Residential Medium. Medium-density residential uses are included in these areas, primarily single-family, townhomes, and plex residential. These areas are built up at higher densities with support for new infill to build convenient and walkable neighborhoods with access to key neighborhood centers. These areas may include limited business, personal and professional services and businesses which support these residential neighborhoods.	RB-1 R-2	6-12 (single-family detached, duplex, townhomes)	N/A
Residential High. This area includes higher-density residential uses in areas that can support this level of development due to increased availability of infrastructure. These areas may include supportive personal and professional services and businesses, and envisioned to have good transportation access.	RB-2 R-3	12-32 (multiplex, garden apartments)	N/A
Public/Institutional. This designation denotes Public facilities located on dedicated campuses or larger sites. These can include schools, government facilities, correction centers, and essential public facilities.	PI	N/A	20
Employment Centers. Larger-scale employment uses are found in these areas, including major warehousing, industrial, commercial, and institutional activities, as well as supportive retail commercial. These areas are expected to provide a regional draw for employment.	ED	N/A	9

Zoning



Map Amendment S

Parcels with misaligned land use and zoning

Parcels that have split land use and zoning

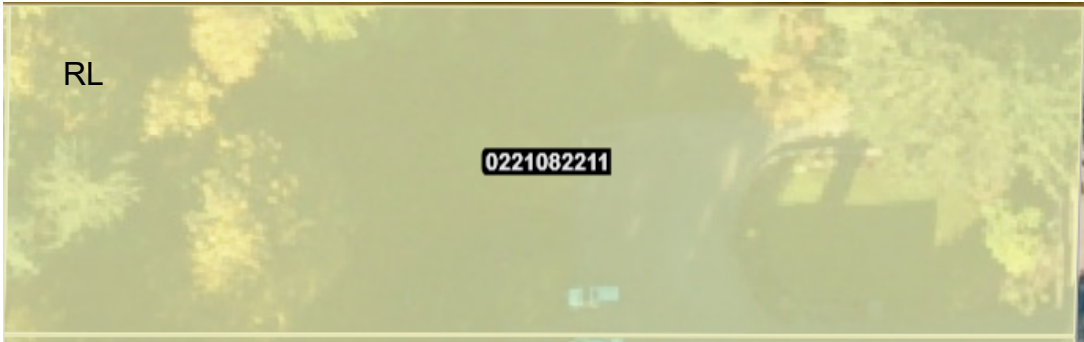
Eliminate Planned Residential Development (PRD) as a zoning district

City properties updated to the Public Institutional land use designation and zoning district

Misaligned: Land Use and Zoning

Example: Parcel # 022108221

Land Use: Residential Low (RL)



Land Use Area and Description	Zoning Districts
-------------------------------	------------------

Residential Low. This area includes existing lower-density residential uses, primarily single-family detached and plex housing, on larger lots in areas where additional density may not be able to be supported with cost-effective infrastructure. Supportive community services such as schools and parks are allowed in these areas to serve the community at large.

R-1

Zoning: Neighborhood Commercial (B-1)



Land Use Area and Description	Zoning Districts
-------------------------------	------------------

Commercial/Business. These areas include retail and wholesale commercial, office, and mini-warehousing uses. Where appropriate, mixed-use residential may also be permitted. These areas should have good transportation connections with surrounding neighborhoods.

C-1
B-1
B-2



Split Parcel

Example: 3519 56TH ST

Land Use:

Residential Low (RL)

Residential Medium (RM)

Zoning:

Residential and Business (RB-1)

Residential and Business District (RB-2)





Planned Residential Development (PRD) Zone

Remain as a
process to
provide creative
flexibility

Eliminate as a
zoning district

About 770
existing parcels
rezoned

Public Outreach

July Mailings:

Property
Owners and
Site
Addresses

Website:
Interactive Map
with future
meeting dates

Gig-a-byte:
July 18, 25
August 1, 8

Open House
August 5, 2025

Interested
Parties
Notified

Publishing in
Tacoma Daily
Index

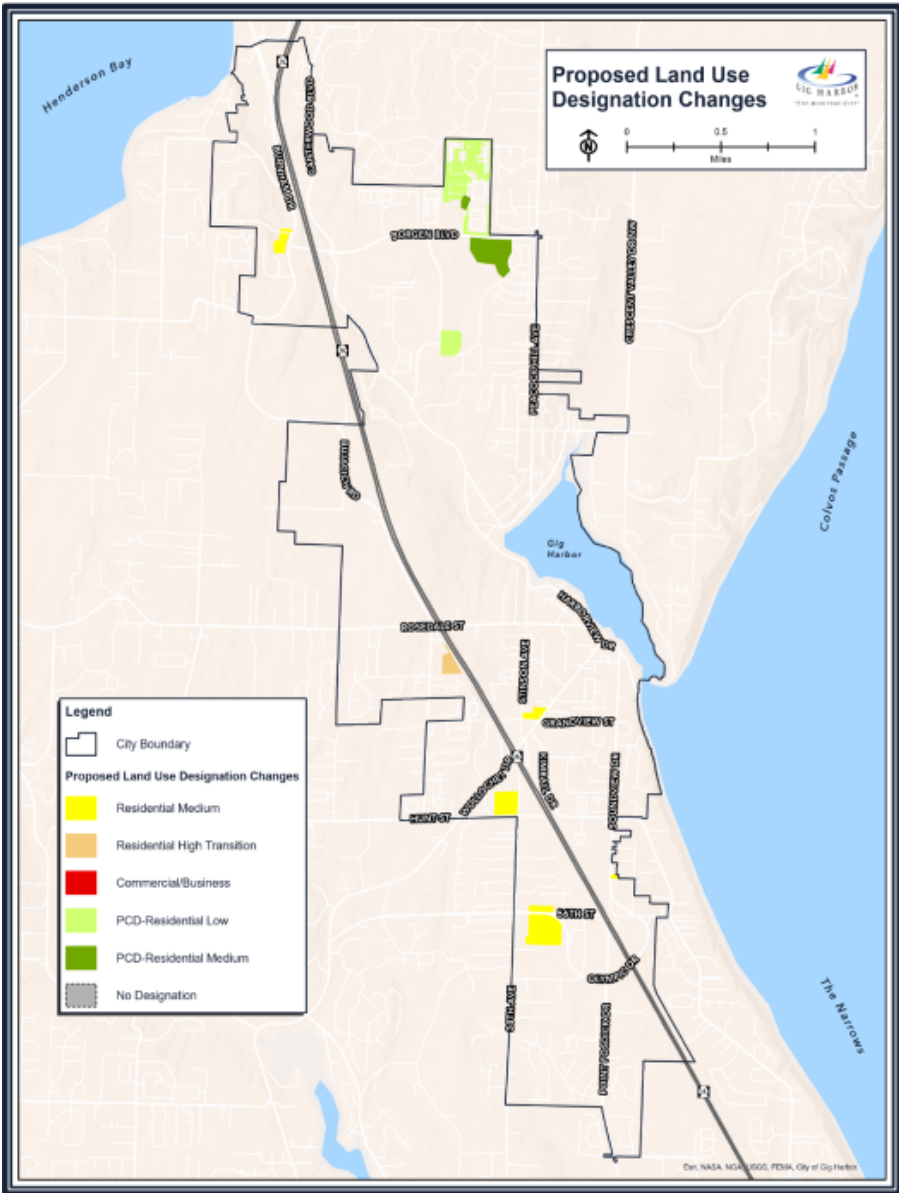
Public Institutional

15 City Owned Parcels

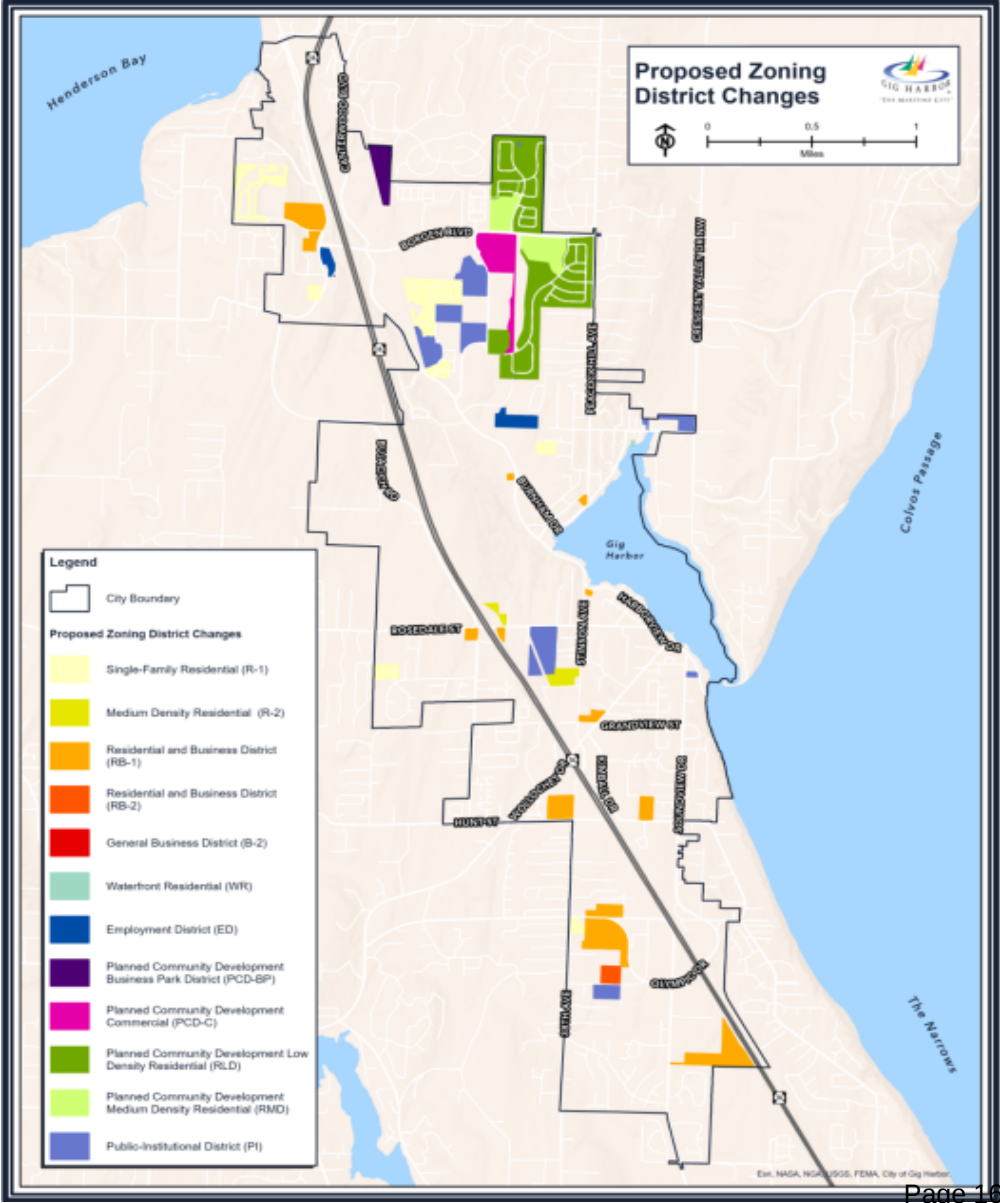
Gig Harbor Sports
Complex,
Crescent Creek Park,
and Wilkinson Farm
Park and Farmhouse

Changing to PI allows
for development
standards that are more
compatible with
operational needs of
public parks.

Proposed Land Use Changes

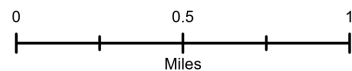


Proposed Zoning Changes



Henderson Bay

Proposed Land Use Designations

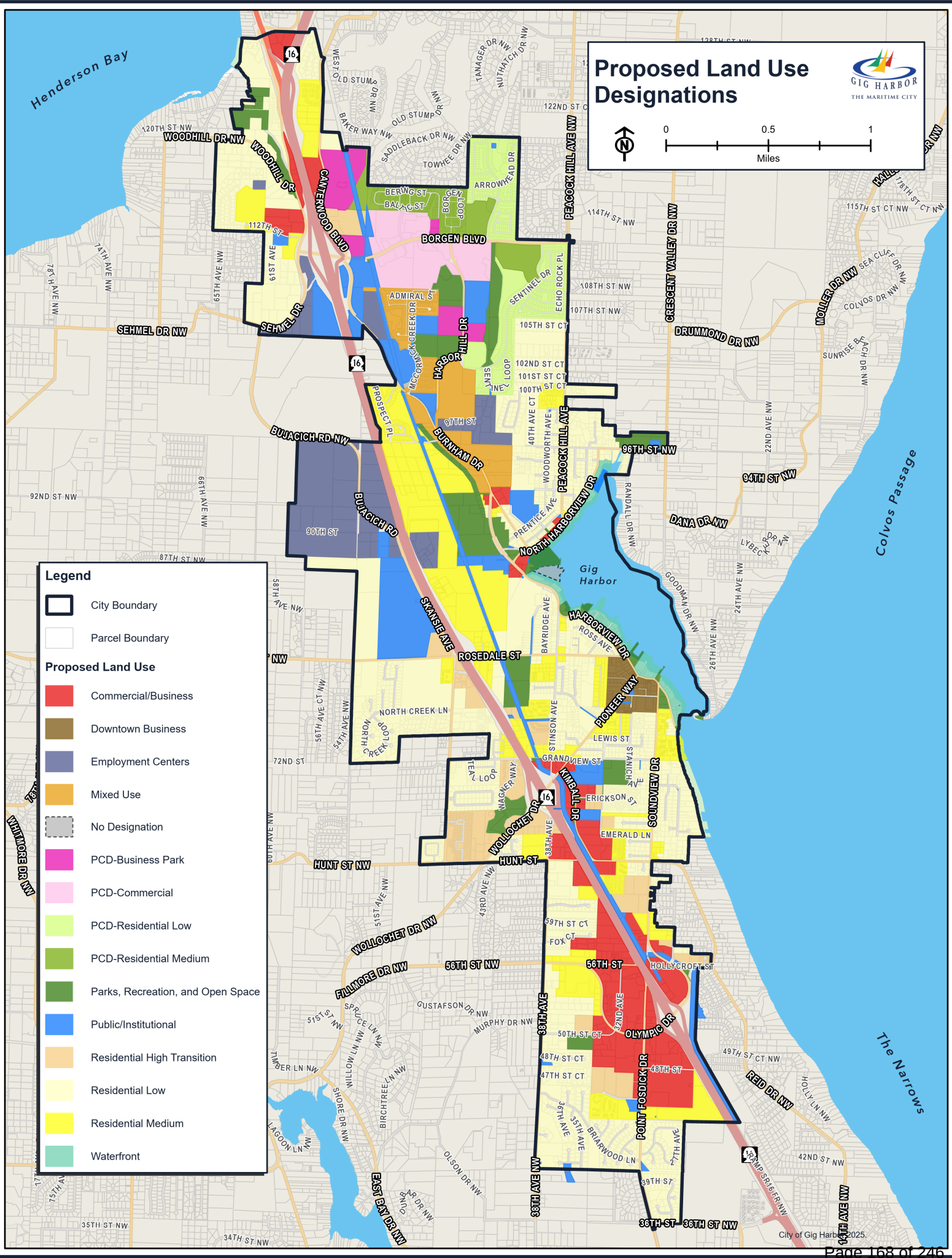


Legend

- City Boundary
- Parcel Boundary

Proposed Land Use

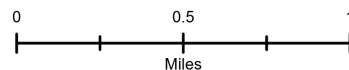
- Commercial/Business
- Downtown Business
- Employment Centers
- Mixed Use
- No Designation
- PCD-Business Park
- PCD-Commercial
- PCD-Residential Low
- PCD-Residential Medium
- Parks, Recreation, and Open Space
- Public/Institutional
- Residential High Transition
- Residential Low
- Residential Medium
- Waterfront



Colvos Passage

The Narrows

Proposed Zoning Districts



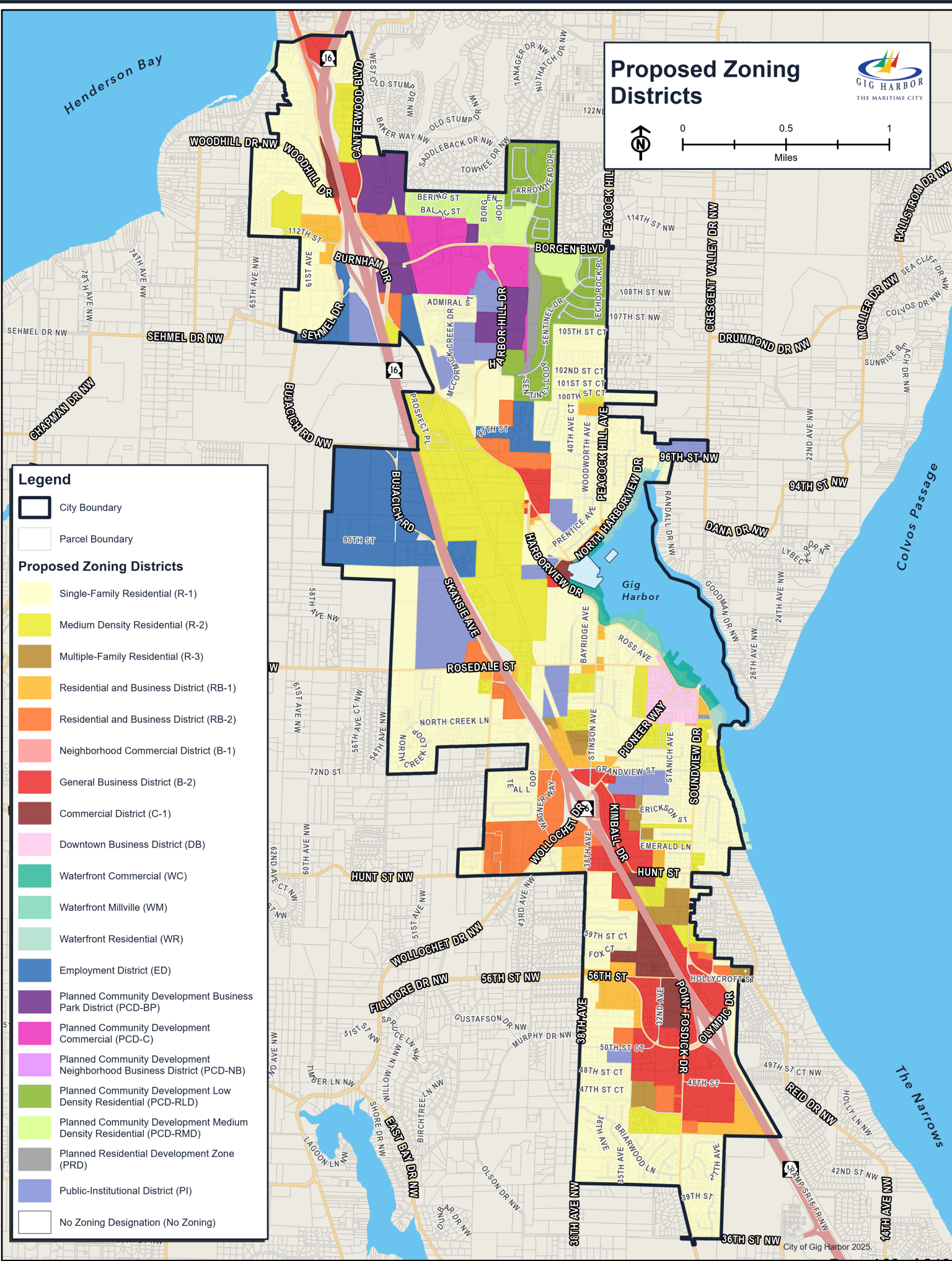
Legend

City Boundary

Parcel Boundary

Proposed Zoning Districts

- Single-Family Residential (R-1)
- Medium Density Residential (R-2)
- Multiple-Family Residential (R-3)
- Residential and Business District (RB-1)
- Residential and Business District (RB-2)
- Neighborhood Commercial District (B-1)
- General Business District (B-2)
- Commercial District (C-1)
- Downtown Business District (DB)
- Waterfront Commercial (WC)
- Waterfront Millville (WM)
- Waterfront Residential (WR)
- Employment District (ED)
- Planned Community Development Business Park District (PCD-BP)
- Planned Community Development Commercial (PCD-C)
- Planned Community Development Neighborhood Business District (PCD-NB)
- Planned Community Development Low Density Residential (PCD-RLD)
- Planned Community Development Medium Density Residential (PCD-RMD)
- Planned Residential Development Zone (PRD)
- Public-Institutional District (PI)
- No Zoning Designation (No Zoning)





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

Meeting Date: October 13, 2025

SUBJECT:

Professional Services Contract – Amendment #1: Well #9

SUBMITTED BY: Senior Engineer Stephanie Seibel, PE

DEPARTMENT: Public Works

PHONE: (253) 853-7626

SUGGESTED MOTION: Move to authorize the mayor to execute Professional Services Contract Amendment #1 with Carollo Engineers, Inc. in an amount not to exceed \$1,234,799.

BACKGROUND INFORMATION: The City of Gig Harbor continues to explore a proposed new groundwater well (Well #9) to provide greater redundancy to the city's water supply and improve service within the 450 pressure zone. Three locations were previously evaluated during this site alternatives evaluation, including locations along Canterwood Drive, Borgen Boulevard, and Olympus Loop. The evaluation considered a range of criteria and developed a decision and evaluation matrix that allowed the team to identify a preferred site for this new groundwater well.

At the March 28, 2024, study session, staff reviewed the three locations that were identified as potential well sites and the final location on Borgen Blvd. at Shaw Park was chosen. At the March 13, 2025, study session, staff reviewed the results of the modeling and the alternatives provided by Ecology to move forward. Council gave direction to proceed with a water right change application for Well #9 as an additional point of withdrawal under the city's existing Well #11 water right. At the June 12, 2025, study session, staff discussed whether or not the city should drill a test well for the Well #9 project. Council provided direction to proceed with not drilling a test well for the project.

This proposed amendment revises the existing scope of work from designing and permitting a new primary well to designing, permitting, and constructing an emergency groundwater well for the city, including supporting the city through well development (drilling). This scope of work was built using the consultant's scope of work for the entire Well #11 project as a framework. The magnitude of this scope and fee is on par with the Well #11 contracts and fee.

FISCAL CONSIDERATION: Objective 2 in the City's 2025-26 Budget, Water Division – Capital Fund is identified to complete the design and permitting, water rights processing, and partial development of Well #9. The proposed, updated 6-year Capital Improvement Program (CIP) as provided for the utility rate study, and as part of the 2025-26 mid-biennial review, anticipates a total project expense of \$3,805,500.

6-year CIP Funding Budget Project Funding:	
Design and permitting	\$1,150,000

Water Rights Processing	\$75,000
Construction (Contract/Testing/Change Order Authority)	\$1,950,000
Total CIP Budget:	\$ 3,175,000
Total 6-year CIP Project Expenses:	
Professional Services Contract for Design – Carollo Engineers (previously awarded)	(\$357,028)
Professional Services Contract for Design Amendment #1 – Carollo Engineers	(\$1,234,799)
Construction (Contract/Testing/Change Order Authority)	TBD
Total CIP Expenses:	\$ 1,591,827
Available Budget:	\$ 1,583,173

ATTACHMENTS:

1. PSC Amendment No. 1

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

**FIRST AMENDMENT
TO
PROFESSIONAL SERVICES CONTRACT
BETWEEN THE CITY OF GIG HARBOR AND
CAROLLO ENGINEERS, INC.**

THIS FIRST AMENDMENT is made to that certain Professional Services Contract dated 06/27/2023 (the "Agreement"), by and between the City of Gig Harbor, a Washington municipal corporation (hereafter the "City"), and Carollo Engineers, Inc., a Delaware corporation organized under the laws of the State of Washington (hereafter the "Consultant").

RECITALS

WHEREAS, the City is presently engaged in the Design of Well #9 Development and Water Rights and desires to extend consultation services in connection with the project; and

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

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

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

2. Payment. Section 2(A) of the Agreement is amended to increase compensation to the Consultant for the work to be performed as described in **Exhibit A** in an amount not to exceed One Million, Two Hundred Thirty-Four Thousand, Seven Hundred Ninety-Nine Dollars and No Cents (\$1,234,799.00) as shown in **Exhibit B**, attached to this Amendment and incorporated herein for a total contract amount of \$1,591,827.00.

3. Duration of Work. Section 3 of the Agreement is amended to extend the duration of this Agreement to December 31, 2026.

[Remainder of page intentionally left blank.]

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

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

CONSULTANT

CITY OF GIG HARBOR

By: _____
Its Principal

By: _____
Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

SCOPE OF SERVICES

CITY OF GIG HARBOR

AMENDMENT TO WELL 9 DESIGN AND CONSTRUCTION SERVICES PROJECT

INTRODUCTION

The following scope of work has been developed to assist the City of Gig Harbor (City) with the development of a new groundwater well – Well #9. Due to changing circumstances with Ecology and USGS modeling findings, this project (Carollo # 202280) has pivoted from a new primary well to an emergency groundwater well for the City.

The original project supported the City in identifying a site through siting matrix analysis and developing preliminary design and site layout. The scope of work outlined in this document was developed based on scoping meetings with the City and will be added to the original effort as an amendment.

PROJECT DESCRIPTION

The project includes the drilling and equipping of a new domestic water well for the City.

Reference Facility - In general the Well 9 facility will be modeled after the Well #11 Production Well Project conformed plans dated June 2017 as designed by the City of Gig Harbor Public Works Department and Carollo Engineers (Consultant).

Location - The well facility is to be located in Shaw Park south of the intersection of Borgen Blvd. and Olympus Drive, Gig Harbor, WA.

Well - The well is estimated to be drilled to a depth of 1,000 feet below ground surface (bgs), consisting of a 16 inch diameter casing and producing up to 1,000 gallons per minute (gpm) similar to City Well 11. The well will pump water into the distribution system with no wellhead treatment and with injection of a chlorine residual. The well will serve pressure 450-pressure zone. The well casing will be constructed with low-carbon steel (LCS), high strength low alloy (HSLA) steel with stainless steel screen and glass bead filter pack.

Well Pump - The pump will be a submersible deep well vertical turbine pump and motor installed outside the building with the pump head and above ground piping covered in a weatherproof enclosure. The pump will be sized and specified to pump water directly into the distribution system. The City will provide the pressure and flow requirements at the point of connection. An estimated headloss through a potential future pressurized water treatment facility will be added to the pumping requirements. A variable frequency drive will be used to meet changing pressure and flow demands. The wellhead will be installed above the 100-year flood plain elevation and positive drainage will be provided away from the wellhead.

Water Quality - It is assumed that the native groundwater produced from Well 9 will be of good quality and will not require treatment other than injection of a chlorine residual. However, a turnout for future treatment and a space in the well yard will be provided should treatment be required in the future. Other wells in the area require water treatment for the removal of iron and manganese. The actual treatment requirements and treatment process will not be known until the well drilling, well construction, pump testing, and water quality tests are completed and evaluated. The preliminary design, sizing, and final design of the future water treatment process is not included in this project scope of work.

Electrical - The electrical service will be extended underground from the point of connection near the southeast corner of the intersection of Harbor Hill Drive and Borgen Blvd and extended to the well site where a pad mounted transformer will be installed. Well 9 is considered a critical facility because it will provide water for the hospital in the case of an emergency. Either a pad mounted emergency power generator or a trailer mounted generator will be permanently located at the Well 9 site with an automatic

EXHIBIT A

transfer switch. A double walled belly fuel tank will be used as containment. The electrical load for a water treatment facility will be added to the load analysis and accounted for in the design of the transformer and electrical gear. The Consultant will assist the City with coordinating and submitting applications and plans to the local power agency.

Sewer - Sample water will pass through the chlorine analyzer then drain to the building sewer later. A connection to sewer will be provided to the existing sewer maintenance hole in the gravel/dirt access road. There will be no sanitary sewer or human waste generated by the well facility, therefore no exception for offset to sewer should be required.

Storm Drain – A service lateral and connection to the existing storm drain maintenance hole will be installed for the periodic manual flushing of the well for maintenance procedures or after long periods of unuse. An air-gap structure will be installed to separate the storm drain from the potable water system.

Building – The building will be constructed of CMU block with a metal roof and trusses and a drop ceiling. The building will have three rooms. It is assumed the building will be on a reinforced concrete slab-on-grade foundation. The estimated building dimensions are subject to change during the preliminary design phase. The estimated size is 12 ft x 24 ft. The building wall height will be an estimated 11 ft to 12 ft tall to install mechanical and electrical equipment.

Mechanical Room - The mechanical room will be used to protect the above ground piping, instrumentation, valves, and chemical injection systems from the weather. There will be one single swing door and a rollup door.

Chemical Room - The chemical room will protect the chemical injection system from sunlight and freezing conditions, contain top in bottom out ventilation, a single swing door and a rollup door. The estimated size is 12 ft x 12 ft.

Electrical Room – The electrical room will house the major components, contain a double swing door tall enough to roll electrical enclosures into the building, and be air conditioned if required. The estimated size is 12 ft x 12 ft.

Chemical – A sodium hypochlorite storage and feed pump system will be installed to inject and verify a chlorine residual on the groundwater prior to entering the distribution system. A sample line and chlorine analyzer will be used to trim the chemical feed system and maintain the target residual. The Consultant will recommend two or three alternative chlorine generations systems to develop as part of a new City standard chlorine injection system. The new standard chemical storage and injection system will include a chlorine generator, tank, chemical feed pump, chemical tubing in casing pipe and injection quill, residual chlorine analyzer and below grade containment sump. The City would also like to investigate the possibility of sizing the chlorine generator so that additional chemicals can be produced and transported to other nearby wells. Chemicals are to be transported in small easy to transport containers.

HVAC – The building will be equipped with louvers and exhaust fans. Air conditioning may be installed in the electrical room if temperatures justify it. Electric heaters will be provided to mitigate the freezing of small pipes and tubes.

Site Work – The well yard will be graded to divert water around the site keeping the wellhead above the 100-year flood plain elevation. The site will be finished graded with asphalt concrete pavement with a concrete curb or boarder and storm drain inlets as required to provide positive drainage. The utility trenching and backfill will include restoring the surface to the existing grade and surface materials.

Access - Site access and some of the wet and dry utilities will be provided within, or adjacent to, the existing gravel and dirt access road leading from the south round-about at Borgen Blvd and Olympus Way. Currently there are no plans to grade and pave the dirt/gravel access road. This may be added to the design as an additional task.

EXHIBIT A

Security Fence and Doors – The yard will be secured with a City approved wrought iron fence and a manual rolling vehicle gate and swing personnel gate. Intrusion switches will be installed on building doors and well housing hatches as directed by the City and be routed through SCADA.

Security Cameras - A performance specification will be written to sole source Genetec for the design and installation of the building entry alarm, cameras, and security alarm control system. Similar to the other City well sites using Genetec the cameras will be surface mounted on the exterior building surface with motion control to avoid nuisance alarms and a panel will be located outside the main building entry door. There will be no cameras located inside the building.

Fire Alarm - Typically Carollo strives to design chemical systems that are sized under the limits that require fire protection systems. This would allow the City to choose to install a more complicated, monitored, and regulated fire alarm control panel or a simplified smoke detectors system that reports to the local PLC and SCADA alarm system. Per preproposal discussions the City has no fire control panel and prefers not to install a fire suppression system. The Consultant in coordination with the City will determine if the Genetec SAAS system can monitor the smoke detectors and not use a fire alarm control panel. If so, then a performance specification can be included to sole source Genetec to design and install smoke detector and alarm system. This proposal does not include the design of a fire alarm system and fire alarm control panel.

Communications - Communications to and from the site will be and remote transmitting unit (RTU) equipped with cellular.

Programming Services During Design - Carollo offers PLC programming and SCADA advisory services during design to ensure that integration strategies, responsibilities, and technical requirements are clearly defined and aligned with the City's standards. Our team reviews design documents at the 50% and 95% milestones, facilitates coordination workshops, and develops network block diagrams to support future programming. These services provide both the Consultant and the City with confidence that design decisions will streamline implementation and set the foundation for reliable, maintainable PLC programming and SCADA system performance during construction.

Programming Services During Construction - Carollo offers programming services during construction to implement, integrate, and validate the control system as designed. Our team develops PLC logic, configures SCADA/HMI applications, and integrates vendor systems while supporting coordination meetings and review workshops. These services provide owners and contractors with confidence that system startup, operator training, and commissioning will be completed smoothly, setting the foundation for reliable, long-term PLC programming and SCADA system performance. Programming services during construction is not included in this scope of work but is available upon request by the City.

SCOPE SUMMARY

To meet the objectives of this project, the Consultant shall complete the tasks summarized in the list below and discussed in detail in the following sections:

- Task 1000 – Project Administration
- Task 1100 – Well Drilling Design and Water Rights
- Task 1200 – Well Drilling Construction
- Task 1300 – Preliminary Design
- Task 1400 – Field Work and Subconsultants
- Task 1500 – Well Equipping Design
- Task 1600 – Well Equipping Construction

GENERAL PROJECT ASSUMPTIONS

1. Carollo Engineers and its subconsultants will be referred to as "Consultant" in this document.
2. The City of Gig Harbor, Washington and its staff will be referred to as "City" in this document.
3. All deliverables are provided in electronic PDF format, unless otherwise indicated. Final deliverables will be "wet" signed and/or digitally signed in accordance with the Washington Administrative Code (WAC).
4. Opinions of probable costs will be based on the level of project definition and expected accuracy range as defined by the American Association of Cost Engineers (AACE) International.
5. In providing opinions of cost, financial analyses, economic feasibility projections, schedules, and quantity and/or quality estimates for potential projects, the Consultant has no control over cost or price of labor and material; unknown or latent conditions of existing equipment or structures that may affect operation and maintenance costs; competitive bidding procedures and market conditions; time or quality of performance of third parties; quality, type, management, or direction of operating personnel; the incoming water quality and/or quantity; the way the City's plant(s) and/or associated processes are operated and/or maintained; and other economic and operational factors that may materially affect the ultimate project elements, including, but not limited to, cost or schedule. Therefore, the Consultant makes no warranty that the City's actual project costs, financial aspects, economic feasibility, schedules, and/or quantities or quality realized will not vary from the Consultant's opinions, analyses, projections, or estimates.
6. Consultant will complete the services required hereunder in accordance with the prevailing engineering standard of care by exercising the skill and ability ordinarily required of engineers performing the same or similar services, under the same or similar circumstances, in the State of Washington.
7. The services to be performed by the Consultant are intended solely for the benefit of the City. No person or entity not a signatory to this Agreement shall be entitled to rely on the Consultant's performance of its services hereunder, and no right to assert a claim against the Consultant by assignment of indemnity rights or otherwise shall accrue to a third party as a result of this Agreement or the performance of the Consultant's services hereunder.
8. The City will provide available information related to the project and as requested by the Consultant in a timely manner. The City shall furnish the Consultant available studies, reports and other data pertinent to the Consultant's services; obtain or authorize the Consultant to obtain or provide additional reports and data as required; furnish to the Consultant services of others required for the performance of the Consultant's services hereunder, and the Consultant shall be entitled to use and rely upon all such information and services provided by the City or others in performing the Consultant's services under this Agreement.
9. The City shall arrange for access to and make all provisions for the Consultant to enter upon public and private property as required for the Consultant to perform services hereunder.
10. The project will use Construction Specifications Institute (CSI) Master Formatted specifications.
11. Supplemental technical specifications (if required) for the project work will be in WSDOT/APWA format.
12. The City will provide AutoCAD templates illustrating City standards for Consultant use. Drawings will be produced in 2D AutoCAD software (City current version).
13. City review comments for deliverables will be received and noted in the original file (e.g., Bluebeam, Word, etc.). Consultant will respond to City review comments in same original file. The original file including City comments and Consultant responses will serve as the Record of Comment for each deliverable.

EXHIBIT A

14. Hour durations for meetings, workshops, and site visits in this Scope of Services are based on estimated time on-site. Allowances for travel time, as appropriate, are accounted for in the budget in Exhibit B.
15. All meetings and workshops will be held remotely through Microsoft Teams or a similar video-conferencing platform, unless specifically specified.
16. No field geotechnical investigation will be performed as a part of this Project, geotechnical investigation will remain desktop analyses. The City will provide the Consultant with all available past geotechnical reports in the vicinity of the Project.
17. The services to be performed by the Consultant are intended solely for the benefit of the City. No person or entity not a signatory to this Agreement shall be entitled to rely on the Consultant's performance of its services hereunder, and no right to assert a claim against the Consultant by assignment of indemnity rights or otherwise shall accrue to a third party as a result of this Agreement or the performance of the Consultant's services hereunder.
18. No Department of Health Project Report is required. This Project is exempted under WAC 246-290-125 Paragraph (1)(c).
19. This scope of work covers efforts through design, bidding support. This scope of work does not include engineering services during construction, construction inspection, PLC and SCADA programming, and construction management.

SCOPE OF WORK

Two separate design packages are assumed under this project. This scope of work assumes that Well Drilling (Package 1) will be completed first and advertised for bid such that the well drilling, development, and testing operations will be completed prior to completion of the Well Equipping (Package 2) design.

TASK 1000 – PROJECT ADMINISTRATION

Consultant shall conduct project management activities, and coordinate execution of the project, to support the successful delivery of the project. This includes project administration, monthly invoicing, client and team coordination and quality management necessary to successfully complete the project to the City's expectations.

Subtask - 1000.1 Project Monitoring and Administration

- Carollo Engineers, Inc. will be the project lead and main point of contact for project coordination between the City and the design team and other subconsultants.
- In this scope of work the (Consultant) will be used to represent the design team which will consist of one or more members of the following:
 - Carollo Engineers – Well Equipping Design/ Electrical, Instrumentation & Controls, and Programming.
 - Strata Geosciences - Well design and Water Rights Activities.
 - Other (SUBCONSULTANTS) may include the following.
 - Surveyor – KPG Psomas
 - Geotechnical - HWA
 - Potholing - APS
- Develop the Quality Assurance and Quality Control (QA/QC) Plan and Project Guide, prepare monthly status reports, prepare for and attend internal team meetings, provide regular correspondence with team members, and review of work progress for quality and completion.
- Prepare monthly status reports accompanying invoices will include the following:
 - Description of work completed in reporting period.
 - Percentage complete to date by task and subtask.
 - Schedule and budget status.
 - Deliverable status.
 - Key decisions and action items.
 - Potential project issues.

Subtask - 1000.2 Project Kickoff Meeting

- Organize and lead virtual Kickoff Meeting to review scope and schedule, team member roles and responsibilities, establish communication protocols and invoicing procedures, and identify overall project goals and challenges.
- The kickoff meeting will be held shortly after notice to proceed.
- This item includes only the kick-off meeting and does not include the project regular design meetings that are distributed through the design and construction tasks.
- Kickoff meeting, (hybrid: in-person and via Teams).

PHASE 1 – WELL DRILLING DESIGN AND CONSTRUCTION

TASK 1100 – WELL DRILLING DESIGN AND WATER RIGHTS

Subtask 1100.1 – Well Drilling Design

- Confirm well site selection and site approvals.

The City will stake its preferred location of the new well and make sure there are no underground utilities or above-ground constraints that may interfere with drilling. Consultant will assist the City in completing the necessary site approval forms for Tacoma-Pierce County Health Department (TPCHD). During this planning, the City will identify a discharge point (and associated routing) for any flow emitted by the well during well testing. If needed, Consultant will provide a draft aquifer testing plan.

During the water rights process, Ecology will issue a Permit to Drill and Test the new well, which will be required prior to commencement of drilling. Consultant will coordinate this to confirm that the project meets with Ecology's water right permitting process and their requirements for the installation of the new well.

Depending on the final site location within the property, it is possible that a request for a variance from the 100-foot setback requirement will be necessary in order to have a smaller radius around the well. The City will develop the finalized forms and submit them to TPCHD with the required fees.

- Develop technical specifications and contracting coordination.

Once the drilling approach is finalized, Consultant will create technical drilling specifications describing the project. The technical specifications will identify the required materials, methods, and procedures to be employed in the construction and testing of Well 9. These specifications will be designed to be appended to the City's standard contract language. The City will publish the solicitation for bids and contract with the selected well drilling company. Consultant will review the bids submitted to the City and will assist as needed to aid in final selection of a contractor.

- Prepare for and attend Driller coordination and pre-construction meeting.

Once a Contractor is selected, Consultant will lead a pre-construction meeting on-site to review the drilling plan, logistics, site preparation, and any other concerns the City will need to raise for the project.

- Assistance with outreach for USGS model update project.

Consultant will support the City during planning for the proposed project that will update the USGS Kitsap groundwater flow model. The City intends to engage with neighboring purveyors and other stakeholders in the region to create a coalition to fund the USGS to complete the project. Consultant's role will be to provide summary technical information to perspective coalition partners, answer questions, and attend up to two online meetings with project collaborators, the City, and the USGS.

Meetings:

1. Kick-off Meeting, strategy planning, well specifications, site approvals, and pre-construction meetings (once a drilling contractor is selected).
2. Three (online) team meetings and up to four meetings between Strata, Carollo, and City staff (including pre-construction meeting below).
3. Up to two online meetings with project collaborators, the City, and the USGS.

Deliverables:

1. 90% Submittal
2. Final Submittal
3. Bid Set, well drilling package.

Subtask 1200.2 – Water Rights Support

Consultant will provide technical assistance for the City's Well 9 water rights application. This application will seek to add Well 9 as an alternate point of withdrawal for the Well 11 water rights. If approved, the resulting water rights permit will be limited to use under emergency conditions only.

This work will include coordination with Carollo and the City, completion of a water rights application to be submitted to the Department of Ecology (Ecology), conduct an impact analysis to determine if impacts on local streams are expected, and submittal of a water rights support document (Phase 1 Report) that will outline our findings and provide draft language for Ecology to use in processing the water right application.

- **Project Initiation and Application**

Consultant will prepare the water right application forms as a draft for City review, signature and submittal. This will incorporate findings from the previous phase of work into the application.

The application will include the details of both Well 11 and the proposed Well 9; general details of the City's water system, demands, and current water rights portfolio; a discussion of the hydrogeologic setting; proposed use of the well under the emergency use conditions; and other details as required by Ecology's application.

Concurrently, a Preliminary Permit to Drill and Test will be requested from Ecology. This will allow for the construction and testing of Well 9 while the water rights process is underway.

- **Water Rights Processing**

Consultant will prepare a Phase 1 water rights application report for Ecology's review. This report will include:

- Identification and assessment of senior water rights applications
- Preliminary impacts assessment
- Draft language to address the major elements of water rights processing needed for a Report of Examination (ROE)

Consultant will review Ecology records to find pending senior applications in the basin and determine if the City's application would necessitate review and processing of these senior rights prior to completion of the City's request. Given the plan for use of Well 9 as an emergency-service source and the deep nature of the planned well, it is not anticipated that any senior applicants would be impacted by completion of this application. If a senior application is noted as potentially being impacted, we will discuss the findings with Ecology and the City to decide how to proceed.

It will be necessary to define the potential impacts of the use of Well 9 even if water is only used during a declared emergency. This impact analysis will include applying the current U.S. Geological Survey model of the Kitsap Watershed (WRIA 15). However, this analysis will be based on our past model runs and should not represent a significant level of effort. The current version of the model will be applied to complete the impact analysis as the proposed updated model is not anticipated to be complete for several more years.

Consultant will provide draft language that provides an evaluation of the hydrogeological conditions; aquifer properties; water rights and historic water use data from as reported in the application; physical and legal water availability; and potential impacts to other water users and instream resources.

Ecology has indicated that due to the emergency use restrictions, they can apply the overriding consideration of public interest as a valid reasoning for approval of the water right permit even if impacts might occur that are not mitigated. This approach should allow the permit to be issued without necessitating the creation of a mitigation plan. Consultant will also work with the City to request that the water right permit allow for regular maintenance operations of the well that will be needed to meet

EXHIBIT A

Department of Health requirements. However, it is currently unknown if Ecology can or would allow this intermittent use in a non-emergency situation. Up to two meetings with Ecology are included to review our Phase 1 water rights application report and to discuss the allowable uses under the emergency permit.

Given the unique nature of the emergency-use permit, Ecology has been approached to request that they complete the application processing directly rather than have the City go through the cost reimbursement agreement process. If Ecology cannot process the application, Consultant will work with the City to decide how to engage with a CRA contractor to complete the processing.

After the Phase 1 water right application report has been submitted, Consultant will coordinate with Ecology during the review, public comment periods, and processing of the permit. If questions or public comments arise, we will assist Ecology in resolving the issue or provide amended language for Ecology's final ROE, as appropriate.

Water rights processing can take nine to 18 months to complete, depending on the complexity of the application, the likelihood of protests from other water users, and several statutorily required publication periods.

Meetings:

1. Three (online) team meetings and up to two meetings between Strata, Carollo, and City staff.
2. Up to two online meetings with Strata, Carollo, the City, and Ecology.

Assumptions:

In addition to the assumptions included in the scope narrative above, this proposal assumes the following conditions:

1. Final water rights processing will be accomplished by Ecology staff.
2. The current USGS Kitsap Watershed model will be applied to complete the impact analysis. No updates to the model are included under this scope.
3. There remains the possibility that the outcome of the processing will be a denial by Ecology. While we will work with you toward a positive outcome, Consultant cannot guarantee that the water rights process will be successful.

TASK 1300 – WELL DRILLING CONSTRUCTION

Subtask 1300.1 - Construction Oversight Drilling Operations

- Well drilling observation support.

Consultant will observe key elements of well drilling and installation. Consultant (hydrogeologist) will be onsite ranging from part-time (when penetrating low priority zones) to full-time (when drilling in potential target zones). Consultant anticipates being onsite full-time through the drilling of the deep aquifer, anticipated between 600 and 1,000 feet bgs. Consultant's cost estimate is based on the assumption that drilling of Well 9 will take approximately 6 to 8 weeks, or around 40 working days.

When not onsite, Consultant will maintain close phone and email contact with the Contractor and will rely on them to log observations about the well drilling progress, materials, and to collect representative samples for our eventual review. While onsite during drilling, Consultant will collect representative soil samples, observe drilling action, water levels and water production, and maintain a hydrogeologic log.

At the conclusion of drilling, Consultant staff will work with a subcontractor to complete downhole geophysical logging of the uncased portion of the borehole through the target aquifer zone(s). This will

EXHIBIT A

include electrical resistivity and natural gamma ray logging and possible caliper logging. The collected data will be used to identify favorable water-bearing zones for well completion (installation of the well screen).

In addition to the geophysical logging data, selected drilling samples will be submitted to a soils laboratory for measurement of grain size to help guide well screen design. Our cost estimate assumes that up to 50 soil samples may be collected and sent to the lab for grain size analysis.

- Screen design and well development oversight.

Based on the drilling observations, geophysical analysis, grain size data, and input from the driller, Consultant will coordinate with the City and recommend a design for the well screen assembly to maximize well yield. After approval by the driller, the driller will order the screen materials. Manufacturing, shipping and installation of the screen may take up to 5 weeks.

Consultant will monitor screen installation and subsequent well development. The objective of well development is to remove as much fine-grained material (e.g., silt and fine sand) as possible from the aquifer in the vicinity of the well screen and to settle the sand pack (if included in the well screen design) in the annular space between the screen and the borehole. The development task will be left to the driller as extensive oversight of this task is not typically needed. For cost estimation, well development is assumed to take up to 4 to 6 weeks. Following installation of the final well screen, Consultant will prepare a geologic log and as-built diagram of the new well.

- Well Testing and Analysis

Once development is complete, Consultant will specify and observe hydraulic testing of the new well, in cooperation with the driller.

Testing Plan and Coordination: Once development of the well screen is complete, Consultant will recommend a testing method for the new well to the City and prepare an aquifer testing plan. The testing plan will be reviewed and submitted by the City to DOH prior to testing.

Well Testing: Aquifer testing will include a short-term variable-rate test ("step drawdown test") to investigate the well performance and help target the rate for the constant-rate test. This may be followed by a longer, constant-rate test of up to 24 hours (depending on the results of the variable-rate testing). At completion of the constant-rate test, recovery of drawdown will be monitored for a minimum of 24 hours. The Contractor will perform both tests, Consultant will instrument the well for automated data collection (including a nearby observation well, if available), and Consultant will manually collect data (e.g., water levels, water quality, and sand production) during key portions of the testing period. Our field staff will be onsite for the variable-rate test, but only during the beginning and ending portions of the constant-rate test. As is common practice, we will rely on the driller to collect data during any overnight periods and maintain the generator.

At the conclusion of the aquifer testing, water-quality samples will be collected and submitted to a certified laboratory for analysis. Consultant anticipates that the water quality sampling will be conducted by the City and no laboratory costs are included in our estimate. Consultant will measure pH, temperature, turbidity, and specific conductance over the course of testing using a field water quality meter. Additional constituents can be tested if requested and will be agreed upon with the City before samples are collected.

Well testing analysis: After testing is complete, Consultant will analyze the collected data to estimate aquifer hydraulic properties, assess the presence of aquifer boundaries, estimate interference drawdown associated with pumping, and estimate sustainable well yield. We will use Aqtesolv® software, which supports consideration of multiple factors affecting aquifer behavior, including well performance and simultaneous pumping of multiple wells from the same production aquifer. We will also consider the long-term data we have to incorporate considerations of seasonal water level variations that may affect available drawdown and pumping capacity.

EXHIBIT A

The testing analysis will also include an assessment of the potential impacts to surface water bodies and neighboring wells or water right holders. This will be accomplished using the current USGS Kitsap groundwater flow model as part of the water rights processing task completed by Consultant under Subtask 5.1.

Subtask 1300.2 – Well Drilling Report and Record Drawings Submittal

Consultant will prepare a draft report of findings that includes:

- Summary of drilling activities.
- Subsurface conditions encountered and how they correspond to the regional hydrogeologic framework.
- Final well design (including geologic log and as-built diagram).
- Overview of well development activities.
- Well testing procedures.
- Estimation of aquifer properties and sustainable well yield.
- Water quality results.
- Recommended maximum sustainable pumping rate and wellfield operation considerations.
- Suggested pump setting depth and a list of any appurtenances that should be included with the pump installation.
- Recommended monitoring or operational considerations the City should consider.

This report will be prepared to meet the hydrogeologic elements of DOH's requirements for water source approval, including preparation of the Susceptibility Assessment required by DOH's source water protection program guidance.

Consultant will submit a Final Report resulting from the comments received during the draft report review.

Consultant will assist the City with preparation of documentation for use of the well as an emergency source well. This is assumed to include the well construction and testing report, water quality analysis, proposed or planned well equipment, and an emergency use plan describing operations of the well if used for a declared emergency. The final submittal to DOH will be completed by the City after completion of Task 8. One meeting with DOH is included to discuss the submittal needs.

Meetings:

1. On-site support.

Deliverables:

1. Draft and Final Well Drilling Report.
2. Record Drawings.

Assumptions:

1. The water quality sampling will be conducted by the City and no laboratory costs are included in this estimate.
2. Strata will also be available for assistance to Carollo as the engineering tasks for the wellhead and facilities design near completion. Strata has budgeted some limited time for review of the draft facility plans to offer any input or suggestions regarding the wellhead completion, monitoring equipment, or operations.

PHASE 2 - WELL EQUIPPING DESIGN AND CONSTRUCTION

TASK 1400 – PRELIMINARY DESIGN

Subtask 1400.1 – Coordination and Site Visit

- Consultant will hold biweekly meetings for 4 months to launch preliminary design and gain feedback from City.
- Consultant will attend a site visit at the onset of this task. Two Consultant staff are expected to attend the site visit.

Subtask 1400.2 - Pre-design TM Internal Coordination Meetings

- Consultant will prepare and attend biweekly meetings through a 12-month design period.

Subtask 1400.3 – Draft Pre-design Technical Memorandum

- Consultant will submit a Draft pre-design Technical Memorandum (TM) and Preliminary cost estimate.
 - Consultant will prepare a TM as the basis of design for the final construction documents. The TM will include findings and recommendations from the data collection and review, potholing, geotechnical investigation, and surveying and mapping subtasks. Based on discussions with City staff, the well discharge water will be conveyed directly into the on-site City distribution system. Backflush water will be directed to the City sewer or storm drain system.
 - The TM will include sections to discuss and establish the following items:
 - Design assumptions and criteria.
 - Pump type and preliminary sizing.
 - Preliminary Figure 1 Overall Site Plan.
 - Telemetry system basis of design.
 - Security system basis of design.

Subtask 1400.4 – Final Pre-Design Technical Memorandum

- Consultant will submit a Final technical memorandum resulting from the comments received from City staff on the Draft TM.

Meetings:

1. Site visit.
2. Biweekly coordination meetings for 4 months.
3. Internal biweekly coordination meetings for 12-months.

Deliverables:

1. Topographic survey data in PDF and AutoCAD file format.
2. Potholing data report indicates horizontal location, vertical depth, size, and material of each potholed utility.
3. Draft and final Geotechnical Report in PDF format.
4. Draft and Final Technical Memorandum in PDF format.

EXHIBIT A

Assumptions:

1. An Environmental Impact Report (EIR) has been filed, and no additional work is required.
2. The preliminary design and the well drilling design package will be prepared using the assumed well capacity of at least 1,000 gallons per minute (gpm). Consultant cannot guarantee the well capacity. The final equipping design flow rates will not be established until after the construction and testing of Well 9. The final recovery rates will not be known until after the startup, commissioning, and initial operation of the well.
3. All project improvements will occur within the well site and the adjacent (existing) City park as shown in **Exhibit A**.
4. Design of off-site improvements and water treatment facilities are excluded from this project.
5. Wet and dry utilities will extend from the facility to the point of connection in the adjacent park or street. Any offsite improvements, repairs, or replacements are not included in this scope of work but can be added later as design parameters are established.
6. A diesel-powered emergency power generator will be sized for the Well 9 well site and will be permanently pad mounted or trailer mounted and stored onsite to supply emergency power to the Well 9 critical facility. The generator will be sound attenuated and equipped with a double walled belly tank for containment.
7. Structural improvements for this project are assumed to be limited to at-grade concrete equipment slabs, a wellhead pedestal, and a conventional single-story cement masonry unit (CMU) building to house the well pedestal and related electrical equipment. The building will be, very similar to the Well 11 facility.
8. The local storm drainage and/or sanitary sewer collection systems are sufficiently sized to handle periodic flushing flows from the well; City staff will provide confirmation of available storm and/or sewer system capacity via hydraulic modeling or other methods.
9. All deliverables will be provided in electronic format (PDF).
10. Utility potholing and geotechnical test borings will be completed prior to survey mobilization.
11. Record boundary information is in substantial conformance with maps of record, and no material discrepancies are discovered during survey. Such discrepancies could require a Record of Survey to be filed with the County and are excluded from this scope of work. The City will provide any utility maps, boundary surveys, and easements for the properties in question. Electronic files are preferred.
12. Only record easements shown on maps of record will be included in the survey unless the City provides a Preliminary Title Report of the affected parcel(s) which would disclose other easements of record.
13. Consultant is not responsible for damage to existing utilities not accurately located.
14. City will provide the following information:
 - a. All available geotechnical, hydrogeologic and geochemical data, reports, and models for the project site or adjacent area.
 - b. Historical and current water quality data for ground water and treated surface water.
 - c. Potable water design flow and pressure requirements at the point of connection as derived from the City working water distribution system model and utility map.
 - d. Storm drain capacity at the point of connection as determined by the City.
 - e. Sewer capacity at the point of connection as determined by the City.
15. The City will provide any record drawings or as-built plans for underground utilities on and supplying the project site to be included on the project base map.

TASK 1500 - FIELD WORK AND SUBCONSULTANTS

Subtask 1500.1 - Hydro Geotechnical Support

- Project Initiation and Application.

Consultant will prepare the water right application forms as a draft for City review, signature and submittal. As this project is a continuation of the original scope of work under this project, consultant already has established some preliminary findings regarding the proposed application. Consultant will incorporate findings from the work performed under the original scope of work under this project into the application process.

Concurrently, Consultant will request that Ecology provide the City with a Preliminary Permit to Drill and Test. This will allow for the construction and testing of Well 9 while the water rights process is underway.

The application will include the details of both Well 11 and the proposed Well 9; general details of the City's water system, demands, and current water rights portfolio; a discussion of the hydrogeologic setting; proposed use of the well under the emergency use conditions; and other details as required by Ecology's application. Consultant will coordinate with the City and Ecology during this task.

Subtask 1500.2 - Geotechnical Recommendations

- Consultant will characterize the subsurface conditions of the well site for design by drilling two borings within the proposed building footprint. A drilling subcontractor will complete the borings using hollow-stem auger methods to depths of approximately 30 feet below existing grade, or refusal (whichever is shallower), with a truck-mounted drill rig. Consultant will provide appropriate notification to "Call Before You Dig Program" prior to performing exploration to locate public utilities in potential conflict with the proposed surface exploration. After utility marking has been completed, HWA will return to the site to verify that there are no utility conflicts with the proposed exploration locations. Borings will be permitted and backfilled in accordance with Department of Ecology requirements.
- Consultant will prepare a Draft and Final geotechnical report include the following findings and recommendations:
 - Suitability of the sites for the proposed improvements.
 - Logs of exploratory borings and geotechnical laboratory test results.
 - A summary of subsurface soil and groundwater conditions observed at the site.
 - Assessment of geological hazards at the sites and in the general project area.
 - Recommended seismic parameters for use by others when designing the proposed building.
 - Site seismicity and seismic hazards, including the potential for liquefaction, lateral spreading, and estimated seismically induced settlement. Due to the limited depth of exploration, a full liquefaction evaluation is not included, though potential liquefaction impacts will be included in the design recommendations, as needed.
 - Treatment of geotechnical constraints such as loose/soft surface soils, existing fills, compressible soils, expansive soils, liquefiable soils, and lateral spreading, as necessary, based on field exploration results.
 - Analysis of potential total and differential settlement due to liquefaction and consolidation, as appropriate.
 - Conceptual measures to mitigate hazards, geotechnical constraints, and predicted settlements, as appropriate.
 - Site grading and underground utility installation recommendations, including fill selection and placement recommendations, temporary excavation slopes/shoring, utility backfill, and

EXHIBIT A

recommendations for site drainage.

- Characterization of soil corrosivity to assess risks to buried concrete and metallic components.
- Pavement design recommendations for hot mix asphalt and cement concrete.
- Approximate depth to groundwater and potential for buoyancy of buried structures.

Subtask 1500.3 - Surveying and Mapping

- Consultant will complete a design-level topographic survey. Horizontal and vertical control will be based on the City network of monuments. All project files will be tied into this control network. Supplemental control points will be sufficient in number and stability so that they may be used throughout the design and construction process. The well site is located south of the intersection of Olympus Way and Borgen Blvd. The topographic survey will include the well site, portions of the adjacent park, the street, paved pathways, and above and below ground utilities leading to the project site. See **Exhibit A** for project overall site plan and site plan. Parcel maps and record maps will be reviewed to provide a parcel boundary, the location of any easements, determine approximate as-built locations of underground facilities, boundaries, and easements for development of the background site plan. The topographic map will include the following:
 - Spot elevations of sufficient density to produce a surface model with 1-foot contours, including break lines, high points, and low points. Spot elevations on natural ground will be shown to the nearest 0.1 feet and spot elevations on pavement, concrete or other hard surfaces shown to the nearest 0.01 feet.
 - Visible utilities including manholes, drain inlets, culverts, water valves, fire hydrants, cleanouts, utility vaults, poles, guys and pull boxes. Invert elevations, pipe size and direction will be obtained for all manholes (unless bolted), drain inlets and culverts. Overhead and/or communication lines will be shown.
 - Trees with 6-inch trunk diameter or greater, areas of landscaping, concrete curbs and/or walkways.
 - Sites with street frontage will also include location and elevation of the lip of gutter, back of curb and back of walk.
 - Monitoring well, pothole, and geotechnical boring locations, if present.
 - Property boundaries, right of ways, and easements.

Request For Information:

1. The City will provide any record drawings or as-built plans for underground utilities on and supplying the project site to be included in on the project base map.
2. The City will provide the location of the existing abandoned Wells 8-1 and 8-2.

Deliverables:

1. Design level topographic survey in both PDF and AutoCAD file format.

Construction Staking:

1. One set of construction stakes (with online offsets).

Assumptions:

1. Underground utility measurements will be limited to surface visible features. If the City desires measurements to non-visible underground components, the City will provide and coordinate mark

EXHIBIT A

and locate services to be provided by others. Marks will be completed and legible at the time of the initial field survey visit.

2. Utility potholing and geotechnical test borings are completed and identifiable prior to field surveys beginning.
3. Record boundary information is substantial conformance with maps of record and no material discrepancies are discovered during the survey. Such discrepancies could require a Record of Survey to be filed with Pierce County and is not a part of this scope of work. Should a Record of Survey be required, that work will be performed under a separate work order or contract.
4. Only record easements of record to be shown, the City will obtain and provide the Consultant with a Preliminary Title Report (PTR) of the affected parcel(s) which may disclose other easements of record. PTR review and mapping by Consultant is not included in the above scope of work or price estimate. This service can be added for an additional cost with City provided PTR to Consultant.

Task 1500.4 - Potholing

- Consultant shall air vacuum excavate approximately (6) test-holes on existing underground utilities. Scope assumes that the utility will be between 0' and 10' in depth.
- If a test-hole falls in the hard surface APS, Inc. shall jackhammer the existing asphalt or concrete.
- APS, Inc. shall backfill all test-holes with a material approved by the local jurisdiction (5/8" select, sand or pea gravel).
- Collect utility and test-hole data, and photograph all found utilities.

Assumptions:

1. CDF backfill and permanent asphalt repair are excluded from this scope. If the local jurisdiction requires CDF backfill and/or permanent asphalt repair, additional fees will be required.
2. This estimate is based on design engineering rates in which case the prevailing wages do not apply.
3. Restoration is assumed currently to be 5/8" crushed rock back fill with an EZ street patch. Consultant will provide a 2-year warranty from the date the test-hole was performed.
4. Grind and overlay of the existing roadway is not covered in this scope. Should the local jurisdiction require additional restoration, other than what is included in the scope, then additional fees will be required.
5. All bonding and/or ROE will be obtained prior to Consultant arriving on site.

TASK 1600 – WELL EQUIPPING DESIGN

Subtask 1600.1 – Design Meetings

- Consultant will prepare for and attend regular meetings, provide agenda and meeting notes.

Subtask 1600.2 – 60% Well Equipping Design

- Following receipt of all City comments on the Predesign Technical Memorandum submittal, Consultant will develop the 60% design submittal.
 - All comments, decisions, and action items will be logged for record.
 - Consultant will provide a comments response log for 60% design submittal for City review.
- Following City review of 60% design submittal, Consultant will meet with City to solicit feedback, review comments, and discuss next steps.
 - Internal coordination meetings
 - Regular project meetings will be held bi-weekly during the design period both internally with the design team and with the City to discuss the status of the progress of the project, coordinate disciplines, and resolve design and construction issues.

EXHIBIT A

- Special review meetings will be held after the design deliverable milestones for review and comment.
 - Process, site, and utility plans.
 - Technical specifications.
 - Front end specifications.
 - Internal QA/QC.
 - Cost estimate.
 - Submittal.
 - Design review meeting.

Subtask 1600.3 – 90% Well Equipping Design

- Following receipt of all City comments on the 60% well equipping design, Consultant will develop the 90% design submittal.
 - All comments, decisions, and action items will be logged for record.
 - Consultant will provide a comments response log for 90% design submittal for City review.
- Following City review of 90% design submittal, Consultant will meet with City to solicit feedback, review comments, and discuss next steps.
 - Internal coordination meetings
 - Regular project meetings will be held bi-weekly during the design period both internally with the design team and with the City to discuss the status of the progress of the project, coordinate disciplines, and resolve design and construction issues.
 - Special review meetings will be held after the design deliverable milestones for review and comment.
 - Process, site, and utility plans.
 - Technical specifications
 - Front end specifications
 - Internal QA/QC
 - Cost estimate
 - Submittal
 - Design review meeting.

Subtask 1600.4 – Final Well Equipping Design

- Final Well Equipping Design - Following receipt of all City comments on the 90% well equipping design, Consultant will develop the final design submittal.
 - All comments, decisions, and action items will be logged for record.
 - Consultant will provide a comments response log with each design submittal for City review.

Subtask 1600.5 - Bidding Assistance, Pre-bid Meeting, Addenda, Bid Selection

- Consultant will provide comprehensive bidding support services, including facilitating pre-bid meetings with potential contractors, preparing and issuing addenda to address contractor questions and clarify project requirements, and conducting bid evaluation and selection based on technical compliance, pricing, and contractor qualifications.

Assumptions:

1. Well building design will be the similar to well 11.
2. Site plan is to be neighbor-friendly with minimal impact including:

EXHIBIT A

- a. Specified restrictions for construction days, time of day, noise, staging, traffic, and safety.
3. Disinfection will be by storage and metered injection of sodium hypochlorite solution.
4. Communications will be via cellular to the City Plant Control Center.
5. Security systems will include video surveyance cameras, door and hatch intrusion switches, and signage.
6. A restroom will not be installed in the well building.
7. A fire suppression, fire alarm control panel and communications with the fire department or monitoring service are not included in the design.
8. A fire alarm system may be added to the project at the request of the City. The scope and fees can be developed later. If a fire alarm is requested, then the following items would apply.
 - a. The fire alarm system will be described in a performance specification and the design provided by the selected subcontractor.
 - b. Fire alarm monitoring system will be contracted directly through the City.
9. City will provide a list of standard equipment and equipment tagging systems.
10. City will provide all hydraulic modeling for its potable water, storm drain, and sewer systems.
11. City will provide any surge analysis required for the construction of the well pump and valving systems.
12. City will provide the General Conditions and front-end documents as appropriate.
13. All City permit applications, plan reviews, inspections, and fees for the site, such as building, plumbing, electrical, mechanical, and fire, will be processed, coordinated, and paid for by the City.
14. A traffic control plan is not required.
15. City will provide a staging area within the city-owned park for parking and a fenced materials and equipment storage area.
16. Some offsite utility improvements are required to provide services to the site for supply of the required electrical power, potable water, sewer, and storm drain.
17. Natural gas facilities are not required.
18. SCADA network upgrades at the City's Municipal Service Center are excluded.

Deliverables:

1. Package 2: 60% design, plans, specifications, and cost estimate in PDF format.
2. Package 2: 90% design, plans, specifications, and cost estimate in PDF format.
3. Package 2: Final and Bid Sets: design, plans, specifications, and cost estimate in PDF format.

TASK 1700 - WELL EQUIPPING CONSTRUCTION (FUTURE AMENDMENT – NO FEE INCLUDED)

Subtask 1700.1 – Well Equipping Preconstruction Meeting

- Consultant will prepare for and attend well equipping preconstruction meeting.

Subtask 1700.2 – Engineering Services During Construction

- ESDC Submittals - Consultant will review shop drawing submittals for compliance with project plans and specifications. Review of a total of one hundred (100) submittals/resubmittals is assumed under this task. It is assumed that half of the original submittals will be resubmitted for review.
- RFIs - Consultant will respond to requests for information (RFIs) submitted by the contractor to the City or Construction Manager. Responses will be submitted in writing and delivered to the City or

EXHIBIT A

third-party construction manager via email. Review of up to sixty (60) RFIs is assumed under this task.

- DCs - Consultant will review proposed change orders and assist the City and Construction Manager with response preparation. If required, supplemental drawings and specifications will be prepared for the change order response. Up to ten (10) change orders are assumed under this task.
- Final Acceptance Walk - Consultant's Project Manager or Project Engineer will attend a final acceptance job walk as scheduled by the City and Construction Manager and note any final items required for project completion.
- Consultant will prepare record drawings based on as-built markups provided by the contractor or City's third-party construction manager.

Subtask 1700.3 – Record Drawings

- The Consultant will combine the as-built drawings provided by the Contractor and verified by the Construction Manager and generate a set of record drawings to document changes from the original bid documents. The documents will be generated to a reasonable level of completeness and accuracy and to the best of the knowledge provided in the as-built plans without the benefit of location surveying during construction.

Subtask 1700.4 – O&M Manual

- The Consultant will provide a short narrative of how the specific facility normally operates. This will be less of a Standard Operating Procedure and more of a Technical Memorandum with written sections and bulleted items briefly describing the function of each major component and how they are intended to be operated together. Reference information will be pulled from existing figures, tables, drawings, specifications, control strategies, approved submittals, construction photos, and vendor O&M manuals. Instructions for routine maintenance, repairs, troubleshooting, and daily operation will be directed to the vendor supplied training and operations manuals.

TASK 1800 – OPTIONAL TASKS

The following tasks are presented as optional components to the scope of work. These tasks will not be initiated until direction is received from the City.

Subtask 1800.1 – Construction Management Services (Optional)

Carollo provides a full suite of Construction Management (CM) Services such contract administration, monitoring, and inspection of work. This includes, but is not limited to, bid support services, kick-off and progress meeting facilitation as well as additional necessary meetings. Also, financial and schedule management such as progress payment review and recommendation, change order analysis, negotiation, and recommendation, as well as final payment and retention release in addition to schedule review and analysis, date confirmation and tracking. Inspection services can provide on-site tracking of work progress through submitted written daily reports and photographic records as well as specialty inspection reports, as needed. The scope of work and fees are to be determined.

TIME OF PERFORMANCE

CONSULTANT will perform the scope of services for Task 1000 through Task 1600 over an assumed 12-month duration.

EXHIBIT A

PAYMENT

Payment to the CONSULTANT for services performed under this Agreement will be based on the attached fee proposal (Exhibit B) on a time and materials basis. The not-to-exceed cost limit to the CONSULTANT's services is \$1,245,563 for the base scope of services (Tasks 1000 through 1600). The fee estimate includes all project costs, including expenses and subconsultant costs. Annual hourly rate adjustments may be requested at the beginning of each calendar year.

EXHIBIT B
CITY OF GIG HARBOR
Amendment to Well 9 Design and Construction Services Project
FEE PROPOSAL - DRAFT (9/25/2025)

	Carollo Engineers, Inc. ¹																				Subconsultants					Project Total				
	Project Director	Quality Assurance	Project Manager	Project Engineer	Staff Engineer	Structural Lead	Structural Support	Architectu ral Lead	Architectur al Support	Mechanical Lead	Mechanical Suport	Chemical Lead	Electrical Lead	Electrical Support	I & C Lead	I & C Support	Programmi ng Lead	CAD, Lead BIM Designer	CAD, Designer	Document Processing	Total Hours	Labor Cost	PECE ²	Expenses ²	Survey KPG Psomas		Geotech HWA	Well Design, Hydrogeo, Water Rights Strata	Potholing APS	Sub. Markup ³
	\$368	\$359	\$290	\$290	\$229	\$290	\$260	\$290	\$260	\$290	\$260	\$318	\$318	\$290	\$290	\$260	\$318	\$233	\$177	\$146			\$17.0							
1000 Project Administration	24	-	72	48	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	24	168	\$ 47,136	\$ 2,856	\$ -	\$ -	\$ -	\$ 22,580	\$ -	\$ 2,258	\$ 74,830
1000.1 Project Monitoring and Administration (monthly for 24mo)	4	-	4	8	16	1	-	1	-	1	-	1	1	-	1	-	1	1	-	-	40	\$ 10,963	\$ 680	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,643
1000.2 Project Kickoff Meeting	28	-	76	56	16	1	-	1	-	1	-	1	1	-	1	-	1	1	-	24	208	\$ 58,099	\$ 3,536	\$ -	\$ -	\$ -	\$ 22,580	\$ -	\$ 2,258	\$ 86,473
TASK 1000 TOTAL																														
1200 Well Drilling Design and Water Rights	-	-	4	8	8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20	\$ 5,312	\$ 340	\$ -	\$ -	\$ -	\$ 23,448	\$ -	\$ 2,345	\$ 31,445
1200.1 Well Drilling Design	-	-	4	8	8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20	\$ 5,312	\$ 340	\$ -	\$ -	\$ -	\$ 27,970	\$ -	\$ 2,797	\$ 36,419
1200.2 Water Rights Support	-	-	8	16	16	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	40	\$ 10,624	\$ 680	\$ -	\$ -	\$ -	\$ 51,418	\$ -	\$ 5,142	\$ 67,864
TASK 1200 TOTAL																														
1300 Well Drilling Construction	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 113,694	\$ -	\$ 11,369	\$ 125,063
1300.1 Construction Oversight Drilling Operations	-	-	4	8	8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20	\$ 5,312	\$ 340	\$ -	\$ -	\$ -	\$ 19,845	\$ -	\$ 1,985	\$ 27,482
1300.2 Well Drilling Report and Record Drawings Submittal	-	-	4	8	8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20	\$ 5,312	\$ 340	\$ -	\$ -	\$ -	\$ 133,539	\$ -	\$ 13,354	\$ 152,545
TASK 1300 TOTAL																														
1400 Preliminary Design	-	-	8	28	16	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	52	\$ 14,104	\$ 884	\$ 1,450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,438
1400.1 Coordination and Site Visit (flight and travel exp)	1	1	4	4	4	4	-	4	-	4	-	4	4	-	4	-	-	-	-	-	38	\$ 11,147	\$ 646	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,793
1400.2 Pre-Design TM Internal Coordination Meetings (biweekly for 2mo)	2	4	8	16	24	2	-	2	-	2	-	2	2	-	2	-	-	24	-	8	98	\$ 24,980	\$ 1,666	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,646
1400.3 DRAFT Pre-Design Technical Memorandum	2	4	8	8	24	-	-	-	-	-	-	-	-	-	-	-	-	8	-	4	58	\$ 14,756	\$ 986	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,742
1400.4 FINAL Pre-Design Technical Memorandum	5	9	28	56	68	6	-	6	-	6	-	6	6	-	6	-	-	32	-	12	246	\$ 64,987	\$ 4,182	\$ 1,450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,619
TASK 1400 TOTAL																														
1500 Field Work and Subconsultants	1	-	-	8	4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	13	\$ 3,604	\$ 221	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,825
1500.1 Hydrogeotechnical Support	1	-	-	8	4	4	4	-	-	-	-	-	-	-	-	-	-	-	4	-	25	\$ 6,512	\$ 425	\$ -	\$ -	\$ 40,330	\$ -	\$ -	\$ 4,033	\$ 51,300
1500.2 Geotechnical Recommendations	1	-	-	8	4	-	-	-	-	-	-	-	-	-	-	-	-	8	4	-	25	\$ 6,176	\$ 425	\$ -	\$ 19,978	\$ -	\$ -	\$ -	\$ 1,998	\$ 28,577
1500.3 Surveying and Mapping	1	-	-	8	4	-	-	-	-	-	-	-	-	-	-	-	-	4	4	-	21	\$ 5,244	\$ 357	\$ -	\$ -	\$ -	\$ -	\$ 13,723	\$ 1,372	\$ 20,696
1500.4 Potholing	4	-	-	32	16	4	4	-	-	-	-	-	-	-	-	-	-	12	12	-	84	\$ 21,536	\$ 1,428	\$ -	\$ 19,978	\$ 40,330	\$ -	\$ 13,723	\$ 7,403	\$ 104,398
TASK 1500 TOTAL																														
1600 Well Equipping Design	-	-	-	40	40	40	-	20	-	20	-	20	20	-	20	-	20	20	-	-	260	\$ 73,500	\$ 4,420	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77,920
1600.1 Design Meetings	3	8	6	72	158	15	41	15	43	4	6	-	24	67	24	65	-	202	348	40	1,142	\$ 261,728	\$ 19,414	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 281,142
1600.2 60% Well Equipping Design	3	8	6	62	152	15	41	14	40	2	2	-	18	52	18	52	-	128	256	38	907	\$ 209,345	\$ 15,423	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 224,768
1600.3 90% Well Equipping Design	3	8	6	34	76	9	24	8	18	2	4	-	10	26	10	30	-	98	196	38	599	\$ 134,761	\$ 10,191	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 144,951
1600.4 Final Well Equipping Design	1	2	4	16	16	2	-	2	-	2	-	2	2	-	2	-	-	8	24	8	91	\$ 21,422	\$ 1,547	\$ 1,150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,119
1600.5 Well Equipping Bidding Assistance, Prebid Meeting, Addenda, Bid Selection (1 Addendum + 1 Conformed) (exp: site visit w/ 2 people)	10	26	22	224	442	81	105	59	101	30	12	22	74	145	74	147	20	456	824	125	3,000	\$ 700,755	\$ 50,995	\$ 1,150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 752,900
TASK 1600 TOTAL																														
Project Total (Base Scope)	47	35	138	392	566	92	109	66	101	37	12	29	81	145	81	147	21	501	836	161	3,598	\$ 861,313	\$ 61,161	\$ 2,600	\$ 19,978	\$ 40,330	\$ 207,537	\$ 13,723	\$ 28,157	\$ 1,234,799

Notes:
(1) Rates are based on Carollo Engineers, Inc., Fee Schedule as of Jan 1, 2025.
(2) Other direct expenses include mileage traveling to/from meetings at IRS Federal Rate, travel at cost and Project Equipment and Communication Expense (PECE) at the indicated rate per Direct Labor Hour.
(3) Includes Subconsultant markup of 10%.



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

Meeting Date: October 13, 2025

SUBJECT: First Reading of Ordinance 1553 Forged Fiber Franchise Agreement

SUBMITTED BY: Public Works Director Jeff Langhelm, PE

DEPARTMENT: Public Works

PHONE: (253) 853-7630

SUGGESTED MOTION: N/A

BACKGROUND INFORMATION: The city of Gig Harbor is authorized through state and federal statutes to grant and renew telecommunications franchises for the installation, operation, and maintenance of telecommunication systems. The city's authority to grant franchises for the use of its streets and other public properties is contained within RCW 35A.47.040 and Chapter 12.18 GHMC. These franchises, including franchises for telecommunications services, allow the city to regulate services within the city boundaries through its authority over its public rights-of-way and by other city powers and authorities.

Forged Fiber 37, LLC, has requested that the city council grant it a nonexclusive telecommunications franchise agreement for fiber optic cable or similar facilities. Forged Fiber desires to provide a fiber optic network within city rights-of-way and therefore the city requires a telecommunications franchise.

Additional permits, including encroachment permits, will be required prior to the installation of any telecommunications equipment. City staff has worked with the city attorney's office and the Risk Management Services Agency to prepare the attached ordinance and franchise agreement for consideration by the city council. The city is required to treat similarly situated entities with competitive equity. As a result, the franchise agreement attached is similar to other telecommunications franchise agreements previously approved by the city.

FISCAL CONSIDERATION: Forged Fiber has reimbursed the city for attorney's fees for the preparation of the franchise agreement for council consideration. Additionally, Forged Fiber will pay all fees for any necessary encroachment permits.

ATTACHMENTS:

1. Ordinance 1553
-

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

ORDINANCE 1553

AN ORDINANCE OF THE CITY OF GIG HARBOR, WASHINGTON, GRANTING TO FORGED FIBER 37, LLC AND ITS AFFILIATES, SUCCESSORS AND ASSIGNS, THE RIGHT, PRIVILEGE, AUTHORITY AND NONEXCLUSIVE FRANCHISE FOR FIVE YEARS, TO CONSTRUCT, MAINTAIN, OPERATE, REPLACE AND REPAIR A TELECOMMUNICATIONS NETWORK, IN, ACROSS, OVER, ALONG, UNDER, THROUGH AND BELOW CERTAIN DESIGNATED PUBLIC RIGHTS-OF-WAY OF THE CITY OF GIG HARBOR, WASHINGTON

WHEREAS, Forged Fiber 37, LLC ("Franchisee") has requested that the city council grant it a nonexclusive franchise; and

WHEREAS, the city council has the authority to grant franchises for the use of its streets and other public properties pursuant to RCW 35A.47.040;

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

Section 1 Franchise Granted.

Section 1.1 Pursuant to RCW 35A.47.040, the City of Gig Harbor, a Washington municipal corporation (hereinafter the "City"), hereby grants to Franchisee, its affiliates, heirs, successors, legal representatives and assigns, subject to the terms and conditions hereinafter set forth, a franchise ("Franchise").

Section 1.2 This Franchise shall be for five (5) years, beginning on the effective date of this ordinance, set forth in Section 40. This Franchise shall automatically renew for an additional five (5) year period unless either party provides notice within one hundred eighty (180) days prior to the end of the fifth year of its desire to terminate this Franchise.

Section 1.3 This Franchise ordinance grants Franchisee the right, privilege, and authority to construct, operate, maintain, replace, acquire, sell, lease and use all necessary Facilities for a telecommunications network, in, under, on, across, over, through, along or below the public Rights-of-Ways located in the City of Gig Harbor, as approved pursuant to City permits issued pursuant to this Franchise. Public "Right-of-Way" means land acquired or dedicated to the public or that is hereafter dedicated to the public and maintained under public authority, including, but not limited to, public streets or roads, highways, avenues, lanes, alleys, bridges, sidewalks, utility easements and similar public property located within the franchise area but does not include: State highways; land dedicated for road, streets, highways not opened and not improved for motor vehicle use by the public; structures including poles and conduits located within the right-of-way; federally granted trust lands or forest board trust lands; lands owned or managed by the State Parks and Recreation Commission; federally granted railroad rights-of-way acquired under 43 USC § 912 and related provisions of federal law that are not open for vehicular use; or leasehold or City-owned property to which the City holds

fee title or other title and which is utilized for park, utility or a governmental or proprietary use (for example, buildings, other City-owned physical facilities, parks, poles, conduits, fixtures, real property or property rights owned or leased by the City not reserved for transportation purposes). "Facilities" as used in this Franchise means one or more elements of Franchisee's telecommunications network, with all necessary cables, wires, conduits, ducts, pedestals, antennas, electronics, and other necessary appurtenances; provided that placement by Franchisee of new utility poles is specifically excluded unless otherwise specifically approved by the City. Equipment enclosures with air conditioning or other noise generating equipment are also excluded from "Facilities," to the extent such equipment is located in zoned residential areas of the City. For the purposes of this Franchise the term Facilities excludes "microcell" facilities, "minor facilities," "small wireless facilities," all as defined by RCW 80.36.375, and "macrocell" facilities, including towers and new base stations and other similar facilities (except for fiber optic cables) used for the provision of "personal wireless services" as defined by RCW 80.36.375.

Section 2 Authority Limited to Occupation of Public Rights-of-Way.

Section 2.1 The authority granted herein is a limited authorization to occupy and use the Rights-of-Way throughout the City (the "Franchise Area"). Nothing contained herein shall be construed to grant or convey any right, title, or interest in the Rights-of-Way of the City to the Franchisee other than for the purpose of providing telecommunications services. Franchisee hereby represents that it expects to provide the following services within the City: high speed data and fiber optic services, internet protocol-based services, internet access services, conduit and dark fiber leasing, data transport and other telecommunications and information services (the "Services"). No right to install any facility, infrastructure, wires, lines, cables, or other equipment, on any City property other than a Right-of-Way, or upon private property without the owner's consent, or upon any City, public or privately owned utility poles or conduits is granted herein. Nothing contained within this Franchise shall be construed to grant or convey any right, title, or interest in the Rights-of-Way of the City to Franchisee other than for the purpose of providing the Services, nor to subordinate the primary use of the Right-of-Way as a public thoroughfare. Franchisee may not offer Cable Services as defined in 47 U.S.C. § 522(6) or personal wireless services, without obtaining a new franchise or an amendment to this Franchise approved by the City Council.

Section 2.2 Franchisee shall have the right, without prior City approval, to offer or provide capacity or bandwidth to its customers consistent with this Franchise provided: Franchisee at all times retains exclusive ownership over its telecommunications system, Facilities and Services and remains responsible for constructing, installing, and maintaining its Facilities pursuant to the terms and conditions of this Franchise; Franchisee may not grant rights to any customer or lessee that are greater than any rights Franchisee has pursuant to this Franchise, provided that leases or other commercial arrangements for the use of the Facilities installed pursuant to this Franchise may extend beyond the term of the Franchise; Such customer or lessee shall not be construed to be a third-party beneficiary under this Franchise; and

No such customer or lessee may use the telecommunications system or Services for any purpose not authorized by this Franchise, unless such rights are otherwise granted by the City.

Section 3 Non-Exclusive Franchise Grant. This Franchise is a non-exclusive franchise, and is granted upon the express condition that it shall not in any manner prevent the City from granting other or further Franchises in, along, over, through, under, below, or across any said Rights-of-Way. This Franchise shall in no way prevent or prohibit the City from using any of said roads, streets, or other public properties or affect its jurisdiction over them or any part of them, and the City shall retain power to make all necessary changes, relocations, repairs, maintenance, establishment, improvement, dedication of same as the City may deem fit and consistent with applicable law, including the dedication, establishment, maintenance, and improvement of all new Rights-of-Way, thoroughfares and other public properties of every type and description.

Section 4 Location of Telecommunications Network Facilities.

Section 4.1 Franchisee is maintaining a telecommunications network, consisting of Facilities within the City. Franchisee may locate its Facilities anywhere within the Franchise Area consistent with the City's Public Works Standards and the Gig Harbor Municipal Code and subject to the City's applicable permit requirements. Franchisee shall not be required to amend this Franchise to construct or acquire Facilities within the Franchise Area.

Section 4.2 To the extent that any Rights-of-Way within the Franchise Area are part of the state highway system ("State Highways"), for which the City issues permits, and are governed by the provisions of Chapter 47.24 RCW and applicable Washington State Department of Transportation (WSDOT) regulations, Franchisee shall comply fully with said requirements in addition to local ordinances and other applicable regulations. Franchisee specifically agrees that:

- any pavement trenching and restoration performed by Franchisee within State Highways shall meet or exceed applicable WSDOT requirements;

- any portion of a State Highway damaged or injured by Franchisee shall be restored, repaired and/or replaced by Franchisee to a condition that meets or exceeds applicable WSDOT requirements; and

- without prejudice to any right or privilege of the City, WSDOT is authorized to enforce in an action brought in the name of the State of Washington any condition of this Franchise with respect to any portion of a State Highway.

Section 5 Relocation of Telecommunications Network Facilities.

Section 5.1 Improvement Projects.

The City may require Franchisee, and Franchisee covenants and agrees, to protect, support, temporarily disconnect, relocate, remove, modify its Facilities within the Right-of-Way when reasonably necessary for construction, alteration, repair, or improvement of the Right-of-Way to accommodate improvement projects for purposes of and for public welfare, health, or safety. These projects may include but are not limited to, improving the Rights-of-Way for traffic conditions, dedications of new Rights-of-Way and

the establishment and improvement thereof, widening and improvement of existing Rights-of-Way, street vacations, freeway construction, change or establishment of street grade, or the construction of any public improvement or structure by any governmental agency acting in a governmental capacity or as otherwise necessary for the operations of the City or other governmental entity, regardless of the type of entity (public or private) performing the project. Collectively all such projects described in this 0 shall be considered an "Improvement Project".

Except as otherwise provided by law, the costs and expenses associated with relocations or disconnections ordered pursuant to Section 5.1 shall be borne by Franchisee. Nothing contained within this Franchise shall limit Franchisee's ability to seek reimbursement for relocation costs when permitted by RCW 35.99.060.

The City may require the relocation of Franchisee's Facilities at Franchisee's expense in the event of an unforeseen emergency that creates an immediate threat to the public safety, health or welfare.

Franchisee shall in all such cases have the privilege to temporarily bypass in the authorized portion of the same Rights-of-Way any Facilities required to be temporarily disconnected or removed upon approval by the City, which approval shall not unreasonably be withheld or delayed.

Section 5.2 Upon request of the City and in order to facilitate the design of an Improvement Project, Franchisee agrees, at its sole cost and expense, to locate, and if reasonably determined necessary by the City, to excavate and expose its Facilities for inspection so that the Facilities' location may be taken into account in the improvement design. The decision as to whether any Facilities need to be relocated in order to accommodate the City's improvements shall be made by the City upon review of the location and construction of Franchisee's Facilities. The City shall provide Franchisee at least fourteen (14) days' written notice prior to any excavation or exposure of Facilities.

Section 5.3 If the City determines that the Improvement Project necessitates the relocation of Franchisee's existing Facilities, the following process shall apply:

The City shall consult with the Franchisee in the predesign phase of any Improvement Project in order to coordinate the project's design with Franchisee's Facilities within such project's area.

Franchisee shall participate in predesign meetings until such time as (i) both parties mutually determine that Franchisee's Facilities will not be affected by the Improvement Project, or (ii) until the City provides Franchisee with written notice regarding the relocation as provided in subsection 0 below.

Franchisee shall, during the predesign phase evaluate and provide comments to the City related to any alternatives to possible relocations. The City agrees to give any alternatives proposed by the Franchisee full and fair consideration, but the final decision accepting or rejecting any specific alternative shall be within the City's sole discretion.

The City shall provide Franchisee with its decision regarding the relocation of Franchisee's Facilities as soon as reasonably possible, but in no event less than ninety (90) days prior to the commencement of the construction of such Improvement Project; provided, however that in the event that the provisions of a state or federal grant require a different notification period or process than that outlined in this Section 5.3, the City shall notify the Franchisee during the predesign meetings and the process mandated by the grant funding shall control.

After receipt of such written notice, Franchisee shall relocate such Facilities to accommodate the Improvement Project consistent with the timeline provided by the City, but subject to a Force Majeure event. Such timeline may be extended by a mutual agreement.

In the event of an emergency posing a threat to public safety or welfare, or in the event of an emergency beyond the control of the City which will result in severe financial consequences to the City, which necessitates the relocation of Franchisee's Facilities, Franchisee shall relocate its Facilities within the time period specified by the City.

Section 5.4 In the event the City ultimately determines that there is no other reasonable or feasible alternative, Franchisee shall relocate its Facilities as otherwise provided in this Section 5. Further, upon a notification of a delay due to Franchisee, Franchisee agrees to work cooperatively with the City, other franchisees and utilities, and the City's third party contractor to resolve such issues.

Section 5.5 Franchisee shall be solely responsible for the out-of-pocket costs incurred by the City for delays in an Improvement Project to the extent the delay is caused by or arises out of Franchisee's failure to comply with the final schedule for the relocation (other than as a result of a Force Majeure Event or causes or conditions caused by the acts or omissions of the City or any third party unrelated to Franchisee. Franchisee's vendors and contractors shall not be considered unrelated third parties). Such out-of-pocket costs may include, but are not limited to, payment to the City's contractors and/or consultants for increased costs and associated court costs, interest, and attorneys' fees incurred by the City to the extent directly attributable to such Franchisee's caused delay in the Improvement Project.

Section 5.6 Franchisee will indemnify, defend, hold harmless, and pay the costs of defending the City, in accordance with the provisions of Section 16, against any and all claims, suits, actions, damages, or liabilities for delays on City construction projects caused by or arising out of the failure of Franchisee to remove or relocate its Facilities in a timely manner; provided, that Franchisee shall not be responsible for damages due to delays caused by circumstances beyond the control of Franchisee or the negligence, willful misconduct, or unreasonable delay of the City or any unrelated third party.

Section 5.7 Whenever any person shall have obtained permission from the City to use any Right-of-Way for the purpose of moving any building or large object, Franchisee, upon thirty (30) days' written notice from the City, shall temporarily raise, remove, or relocate to another part of the Right-of-Way, at the expense of the person desiring to move the building, any of Franchisee's Facilities that may obstruct the removal of such building.

Section 5.8 If Franchisee fails, neglects, or refuses to remove or relocate its Facilities as directed by the City following the procedures outlined in Section 5.1 through Section 5.4 the City may perform such work or cause it to be done, and the City's costs shall be paid by Franchisee pursuant to Section 14.3 and Section 14.4.

Section 5.9 The provisions of this Section 5 shall survive the expiration or termination of this Franchise during such time as Franchisee continues to have Facilities in the Rights-of-Way.

Section 6 Undergrounding of Facilities.

Section 6.1 Except as specifically authorized by permit of the City, Franchisee shall not be permitted to erect poles. All Facilities shall be installed underground in all areas of the City where all other telecommunications and cable facilities are located underground unless otherwise exempted from this requirement, in writing, by the City. Franchisee acknowledges and agrees that if the City does not require the undergrounding of its Facilities at the time of permit application, the City may, at any time in the future, require the conversion of Franchisee's aerial facilities to underground installation at Franchisee's expense; provided that the City requires all other wireline utilities, except electrical utilities, with aerial facilities in the area to convert such facilities to underground installation at the same time. Unless otherwise permitted by the City, Franchisee shall underground its Facilities in all new developments and subdivisions, and any development or subdivision where all utilities, other than electrical utilities, are currently underground in a manner identified for utilities in the City's public works standards.

Section 6.2 Whenever the City may require the undergrounding of the Franchisee's aerial utilities (other than electrical utilities and personal wireless services facilities) in any area of the City, Franchisee shall underground its aerial facilities in the manner specified by the City, concurrently with and in the area of the other affected utilities. The location of any such relocated and underground utilities shall be approved by the City. Where other utilities are present and involved in the undergrounding project, Franchisee shall only be required to pay its fair share of common costs borne by all utilities, in addition to the costs specifically attributable to the undergrounding of Franchisee's own Facilities. "Common costs" shall include necessary costs not specifically attributable to the undergrounding of any particular facility, such as costs for common trenching and utility vaults. "Fair share" shall be determined for a project on the basis of the number and size of Franchisee's Facilities being undergrounded in comparison to the total number and size of all other utility facilities being undergrounded.

Section 6.3 Franchisee shall not remove any underground cable or conduit that requires trenching or other opening of the Rights-of-Way along the extension of cable to be removed, except as provided in this Section 6.3. Franchisee may remove any underground cable and other related facilities from the Right-of-Way that has been installed in such a manner that it can be removed without trenching or other opening of the Right-of-Way along the extension of cable to be removed, or if otherwise permitted by the City. Franchisee may remove any underground cable from the Rights-of-Way where reasonably necessary to replace, upgrade, or enhance its Facilities, or pursuant to Section 5. When the City determines, in the City's sole discretion, that Franchisee's underground Facilities must be removed in order to eliminate or prevent a hazardous condition, Franchisee shall remove the cable or conduit at Franchisee's sole cost and expense. Franchisee must apply and receive a permit, pursuant to Section 8.2, prior to any such removal of underground cable, conduit and other related facilities from the Right-of-Way and must provide as-built plans and maps pursuant to Section 7.1.

Section 6.4 Both the City and Franchisee shall be entitled to reasonable access to open utility trenches, provided that such access does not interfere with the other party's placement of utilities or increase such party's actual costs and such access meets industry standards as determined by the City. Franchisee shall pay to the City the actual cost to the City resulting from providing Franchisee access to an open trench,

including without limitation the pro rata share of the costs to access the open trench and any costs associated with the delay of the completion of a public works project. The City shall pay to the Franchisee the incremental costs of providing the City such access to the open trench.

Section 6.5 The provisions of this Section 6 shall survive the expiration, revocation, or termination of this Franchise. Nothing in this Section 6 shall be construed as requiring the City to pay any costs of undergrounding any of the Franchisee's Facilities.

Section 7 Maps and Records.

Section 7.1 After underground construction is complete, Franchisee shall provide the City with accurate copies of as-built plans and maps stamped and signed by a professional land surveyor or engineer in a form and content acceptable to the Public Works Director or his/her designee. Following any aerial construction, Franchisee shall provide the City with accurate copies of as-built plans and maps prepared by Franchisee's design and installation contractors. These plans and maps shall be provided at no cost to the City, and shall include hard copies and digital files in Geographic Information System (GIS) or other industry standard readable formats that are acceptable to the City and delivered electronically. Further, Franchisee shall provide such maps within ten (10) days following a request from the City. Franchisee shall warrant the accuracy of all as-builts provided to the City.

Section 7.2 Within thirty (30) days of a written request from the Public Works Director, the Franchisee shall furnish the City with information sufficient to demonstrate: 1) that the Franchisee has complied with all applicable requirements of this Franchise; and 2) that all taxes, including but not limited to sales, utility and/or telecommunications taxes, due the City in connection with the Franchisee's services and Facilities provided by the Franchisee have been properly collected and paid by the Franchisee.

Section 7.3 Books, records, maps, and other documents maintained by Franchisee with respect to its Facilities within the Rights-of-Way and which are reasonably necessary to demonstrate compliance with the terms of this Franchise, shall, after reasonable prior notice from the City, be made available for inspection by the City at reasonable times and intervals but no more than one time each calendar year or upon the City's reasonable belief that there has been a violation of this Franchise by Franchisee; provided, however, that nothing in this Section 7.3 shall be construed to require Franchisee to violate state or federal law regarding customer privacy, nor shall this Section 7.3 be construed to require Franchisee to disclose proprietary or confidential information without adequate safeguards for its confidential or proprietary nature. Unless otherwise permitted or required by State or federal law, nothing in this Section 7.3 shall be construed as permission to withhold relevant customer data from the City that the City requests in conjunction with a tax audit or review; provided, however, Franchisee may redact identifying information such as names, street addresses (excluding City and zip code), Social Security Numbers, or Employer Identification Numbers related to any confidentiality agreements Franchisee has with third parties.

Section 7.4 Franchisee shall not be required to disclose information that it reasonably deems to be proprietary or confidential in nature; provided, however, Franchisee shall disclose such information to comply with a utility tax audit, or in the

event the City is permitted to charge franchise fees as further described in Section 15.1, or as otherwise required in this Franchise. Franchisee shall be responsible for clearly and conspicuously identifying the work as confidential or proprietary, and shall provide a brief written explanation as to why such information is confidential and how it may be treated as such under State or federal law. In the event that the City receives a public records request under Chapter 42.56 RCW or similar law for the disclosure of information Franchisee has designated as confidential, trade secret, or proprietary, the City shall promptly provide written notice of such disclosure so that Franchisee can take appropriate steps to protect its interests. Nothing in this Section 7.4 prohibits the City from complying with Chapter 42.56 RCW or any other applicable law or court order requiring the release of public records, and the City shall not be liable to Franchisee for compliance with any law or court order requiring the release of public records. The City shall comply with any injunction or court order obtained by Franchisee that prohibits the disclosure of any such confidential records; however, in the event a higher court overturns such injunction or court order and such higher court action is or has become final and non-appealable, Franchisee shall reimburse the City for any fines or penalties imposed for failure to disclose such records as required hereunder within sixty (60) days of a request from the City.

Section 7.5 On an annual basis, upon thirty (30) days prior written notice, the City shall have the right to conduct an independent audit of Franchisee's records reasonably related to the administration or enforcement of this Franchise and the collection of utility taxes, in accordance with GAAP. If the audit shows that tax payments have been underpaid by three percent (3%) or more, Franchisee shall pay the total cost of the audit.

Section 8 Work in the Rights-of-Way.

Section 8.1 During any period of relocation, modification, construction or maintenance, all work performed by Franchisee or its contractors shall be accomplished in a safe and workmanlike manner, so to minimize interference with the free passage of traffic and the free use of adjoining property, whether public or private. Franchisee shall at all times post and maintain proper barricades, flags, flaggers, lights, flares and other measures as required for the safety of all members of the general public and comply with all applicable safety regulations during such period of construction as required by the ordinances of the City or the laws of the State of Washington, including RCW 39.04.180 for the construction of trench safety systems.

Section 8.2 Whenever Franchisee shall commence work in any public Rights-of-Way for the purpose of excavation, installation, construction, repair, maintenance, modification, or relocation of its cable or equipment, it shall apply to the City for a permit to do so. The City shall only issue permits that are in compliance with Gig Harbor Municipal Code and the City's Public Works Standards, and the City's generally applicable design standards. During the progress of the work, the Franchisee shall not unnecessarily obstruct the passage or proper use of the Rights-of-Way, and all work by the Franchisee in the area shall be performed in accordance with applicable City standards and specifications. In no case shall any work commence within any Rights-of-Way without a permit, except as otherwise provided in this Franchise ordinance.

Section 8.3 Except as provided in this Section, Franchisee shall not break, cut or otherwise compromise the surface and/or integrity of any street or sidewalk within the

first two years after its construction and installation unless otherwise authorized by the City's Public Works Standards. For the period commencing with the third year through the seventh year, if Franchisee proposes to cut, penetrate or compromise the integrity of the surface of any street or sidewalk it shall conduct its operations only in accordance with the encroachment permit and shall provide a city performance bond as required in Section 19.1 below. The City, at its sole discretion, may permit installation of Facilities underneath a street or sidewalk during the initial two years after construction when the Facilities:

Are installed using boring or other construction method which does not penetrate the street surface and when a maintenance and restoration bond is provided to ensure that no surface subsidence occurs; or

Fully replaces the City street or sidewalk in accordance with City standards and provides appropriate bonding consistent with Section 19.1 and Section 19.2 below.

Section 8.4 If the Franchisee shall at any time plan to make excavations in any area covered by this Franchise and as described in this Section 8.3, the Franchisee shall afford the other, upon receipt of a written request to do so, an opportunity to share such excavation, PROVIDED THAT:

Such joint use shall not unreasonably delay the work of the Franchisee causing the excavation to be made;

Such joint use shall be arranged and accomplished on terms and conditions satisfactory to both parties; and

Franchisee may deny such request for safety reasons.

Section 8.5 Except for emergency situations, and only following the issuance of a permit, Franchisee shall give at least seven (7) days' prior notice of intended construction to residents in the affected area prior to any underground construction or disturbance. Such notice shall contain the dates, contact number, nature and location of the work to be performed. At least forty-eight (48) hours prior to entering private property or streets or public easements adjacent to or on such private property, Franchisee shall physically post a notice on the property indicating the nature and location of the work to be performed. Door hangers are permissible methods of notifications to residents. Franchisee shall make a good faith effort to comply with the property owner/resident's preferences, if any, on location or placement of underground installations (excluding aerial cable lines utilizing existing poles and existing cable paths), consistent with sound engineering practices. Following performance of the work, Franchisee shall restore the private property as nearly as possible to its condition prior to construction, except for any change in condition not caused by Franchisee. Any disturbance of landscaping, fencing, or other improvements on private property caused by Franchisee's work shall, at the sole expense of Franchisee, be promptly repaired and restored to the reasonable satisfaction of the property owner/resident. Notwithstanding the above, nothing herein shall give Franchisee the right to enter onto private property without the permission of such private property owner, or as otherwise authorized by applicable law.

Section 8.6 Upon receipt of a permit (except in emergency situations), Franchisee may trim trees upon and overhanging on public ways, streets, alleys, sidewalks, and other public places of the City so as to prevent the branches of such trees from coming in contact with Franchisee's Facilities. The right to trim trees in this Section 8.6 shall only apply to the extent necessary to protect above ground Facilities.

Franchisee's tree trimming activities shall protect the appearance, integrity, and health of the trees to the extent reasonably possible. Franchisee shall be responsible for all debris removal from such activities. All trimming shall be at the expense of Franchisee. Franchisee may contract for such services, however, any firm or individual so retained must first receive City approval prior to commencing such trimming. Nothing herein grants Franchisee any authority to act on behalf of the City, to enter upon any private property, or to trim any tree or natural growth not owned by the City except to the extent it is necessary that Franchisee trims trees or vegetation upon, overhanging, or encroaching on public ways, streets, alleys, sidewalks, and other public places of the City so as to prevent such vegetation from coming in contact with Franchisee's Facilities. Franchisee shall be solely responsible and liable for any damage to any third parties' trees or natural growth caused by Franchisee's actions. Franchisee shall indemnify, defend and hold harmless the City from third-party claims of any nature arising out of any act or negligence of Franchisee with regard to tree and/or natural growth trimming, damage, and/or removal. Franchisee shall reasonably compensate the City or the property owner for any damage caused by trimming, damage, or removal by Franchisee. Except in an emergency situation, all tree trimming must be performed under the direction of an arborist certified by the International Society of Arboriculture, unless otherwise approved by the Public Works Director or his/her designee.

Section 8.7 Franchisee shall meet with the City and other franchise holders and users of the Rights-of-Way upon written notice as determined by the City, to schedule and coordinate construction in the Rights-of-Way. All construction locations, activities, and schedules shall be coordinated, as ordered by the City to minimize public inconvenience, disruption or damages.

Section 8.8 Franchisee shall inform the City with at least thirty (30) days' advance written notice that it is constructing, relocating, or placing ducts or conduits in the Rights-of-Way in order to provide the City with an opportunity to request that Franchisee provide the City with additional duct or conduit and related structures necessary to access the conduit pursuant to RCW 35.99.070.

Section 8.9 The provisions of this Section 8 shall survive the expiration or termination of this Franchise ordinance.

Section 9 One Call Locator Service.

Prior to doing any work in the Rights-of-Way, the Franchisee shall follow established procedures, including contacting the Utility Notification Center in Washington and comply with all applicable State statutes regarding the One Call Locator Service pursuant to Chapter 19.122 RCW. Further, upon request from a third party or the City, Franchisee shall locate its Facilities and all service laterals located within the right of way consistent with the requirements of Chapter 19.122 RCW. The City shall not be liable for any damages to Franchisee's Facilities or service laterals or for interruptions in service to Franchisee's customers that are a direct result of Franchisee's failure to locate its Facilities or service laterals within the prescribed time limits and guidelines established by the One Call Locator Service regardless of whether the City issued a permit.

Section 10 Safety Requirements.

Section 10.1 Franchisee shall, at all times, employ professional care and shall install and maintain and use industry-standard methods for preventing failures and accidents that are likely to cause damage, injuries, or nuisances to the public. All structures and all lines, equipment, and connections in, over, under, and upon the Rights-of-Ways, wherever situated or located, shall at all times be kept and maintained in a safe condition. Franchisee shall comply with all federal, State, and City safety requirements, rules, regulations, laws, and practices, and employ all necessary devices as required by applicable law during the construction, operation, maintenance, upgrade, repair, or removal of its Facilities. By way of illustration and not limitation, Franchisee shall also comply with the applicable provisions of the National Electric Code, National Electrical Safety Code, FCC regulations, and Occupational Safety and Health Administration (OSHA) Standards. Upon reasonable notice to Franchisee, the City reserves the general right to inspect the Facilities to evaluate if they are constructed and maintained in a safe condition.

Section 10.2 If an unsafe condition or a violation of Section 10.1 is found to exist, and becomes known to the City, the City agrees to give Franchisee written notice of such condition and afford Franchisee a reasonable opportunity to repair the same. If Franchisee fails to start to make the necessary repairs and alterations within the time frame specified in such notice (and pursue such cure to completion), then the City may make such repairs or contract for them to be made. All costs, including administrative costs, incurred by the City in repairing any unsafe conditions shall be borne by Franchisee and reimbursed to the City pursuant to Section 14.3 and Section 14.4.

Section 10.3 Additional standards include:

Franchisee shall endeavor to maintain all equipment lines and facilities in an orderly manner, including, but not limited to, the removal of all bundles of unused cable on any aerial facilities. If permitted pursuant to a permit, Franchisee may maintain a bundle of unused cable on an aerial facility to be used as slack for relocation or repairs; provided however, that Franchisee is permitted to use snow shoe style wire storage provided that Franchisee minimizes the usage of the snow shoes only to those situations in which it is necessary to provide Services.

All installations of equipment, lines, and ancillary facilities shall be installed in accordance with industry-standard engineering practices and shall comply with all federal, State, and local regulations, ordinances, and laws.

Any opening or obstruction in the Rights-of-Way or other public places made by Franchisee in the course of its operations shall be protected by Franchisee at all times by the placement of adequate barriers, fences, or boarding, the bounds of which, during periods of dusk and darkness, shall be clearly marked and visible.

Section 10.4 Stop Work Order. On notice from the City that any work is being performed contrary to the provisions of this Franchise, or in an unsafe or dangerous manner as determined by the City, or in violation of the terms of any applicable permit, laws, regulations, ordinances, or standards, the work may immediately be stopped by the City. The stop work order shall:

Be in writing;

Be given to the person doing the work or posted on the work site;

Be sent to Franchisee consistent with Section 33.

Indicate the nature of the alleged violation or unsafe condition; and

Establish conditions, consistent with the applicable laws, regulations, ordinances or generally applicable standards under which work may be resumed.

Section 11 Work of Contractors and Subcontractors.

Franchisee's contractors and subcontractors shall be licensed and bonded in accordance with State law and the City's ordinances, regulations, and requirements. Work by contractors and subcontractors are subject to the same restrictions, limitations, and conditions as if the work were performed by Franchisee. Franchisee shall be responsible for all work performed by its contractors and subcontractors and others performing work on its behalf as if the work were performed by Franchisee and shall ensure that all such work is performed in compliance with this Franchise and applicable law.

Section 12 Restoration after Construction.

Section 12.1 Franchisee shall, after installation, construction, relocation, maintenance, or repair of its Facilities, or after abandonment approved pursuant to Section 18, promptly remove any obstructions from the Rights-of-Way and restore the surface of the Rights-of-Way in accordance with the City's public works standards to at least the same condition the Rights-of-Way were in immediately prior to any such installation, construction, relocation, maintenance or repair, provided Franchisee shall not be responsible for any changes to the Rights-of-Way not caused by Franchisee or anyone doing work for Franchisee. The Public Works Director or his/her designee shall have final approval of the condition of such Rights-of-Way after restoration. All concrete encased survey monuments that have been disturbed or displaced by such work shall be restored pursuant to federal, state (such as Chapter 332-120 WAC), and local standards and specifications.

Section 12.2 Franchisee agrees to promptly complete all restoration work and to promptly repair any damage caused by work to the Franchise Area or other affected area at its sole cost and expense and according to the time and terms specified in the construction permit issued by the City. All work by Franchisee pursuant to this Franchise shall be performed in accordance with the City's Public Works Standards.

Section 12.3 If conditions (e.g. weather) make the complete restoration required under Section 12 impracticable, Franchisee shall temporarily restore the affected Right-of-Way or property. Such temporary restoration shall be at Franchisee's sole cost and expense. Franchisee shall promptly undertake and complete the required permanent restoration when conditions no longer make such permanent restoration impracticable.

Section 12.4 In the event Franchisee does not repair a Right-of-Way or an improvement in or to a Right-of-Way within the time reasonably directed by the Public Works Director, or his/her designee, in order to maintain the public welfare, health or safety, the City may repair the damage and shall be reimbursed its actual cost within sixty (60) days of submitting an invoice to Franchisee in accordance with the provisions of Section 14.3 and Section 14.4. In addition, and pursuant to Section 14.3 and Section 14.4, the City may bill Franchisee for expenses associated with the inspection of such restoration work. The failure by Franchisee to complete such repairs shall be considered a breach of this Franchise and is subject to remedies by the City including the imposition of damages consistent with Section 21.2.

Section 12.5 The provisions of this Section 12 shall survive the expiration or termination of this Franchise so long as Franchisee continues to have Facilities in the Rights-of-Way and has not completed all restoration to the City's standards.

Section 13 Emergency Work/Dangerous Conditions.

Section 13.1 In the event of any emergency in which any of Franchisee's Facilities located in or under any street endangers the property, life, health or safety of any person, or if Franchisee's construction area is otherwise in such a condition as to immediately endanger the property, life, health or safety of any individual, Franchisee shall immediately take the proper emergency measures to repair its Facilities, to cure or remedy the dangerous conditions for the protection of property, life, health or safety of individuals without first applying for and obtaining a permit as required by this Franchise. However, this shall not relieve Franchisee from the requirement of obtaining any permits necessary for this purpose, and Franchisee shall apply for all such permits not later than the next succeeding day during which the Gig Harbor City Hall is open for business. The City retains the right and privilege to cut or move any Facilities located within the Rights-of-Way of the City, in response to any public health or safety emergency.

Section 13.2 The City shall not be liable for any damage to or loss of Facilities within the Rights-of-Way as a result of or in connection with any public works, public improvements, construction, grading, excavation, filling, or work of any kind in the Rights-of-Way by or on behalf of the City, except to the extent directly and proximately caused by negligence, intentional misconduct or criminal actions of the City, its employees, contractors, or agents. The City shall further not be liable to Franchisee for any direct, indirect, or any other such damages suffered by any person or entity of any type as a direct or indirect result of the City's actions under this Section 13 except to the extent caused by the negligence, intentional misconduct or criminal actions of the City, its employees, contractors, or agents.

Section 13.3 Whenever the construction, installation or excavation of Facilities conducted by Franchisee as authorized by this Franchise has caused or materially contributed to a condition that appears to substantially impair the lateral support of the adjoining street or public place, or endangers the public, an adjoining public place, street utilities or City property, the Public Works Director may direct Franchisee, at Franchisee's own expense, to take reasonable action to protect the public, adjacent public places, City property or street utilities, and such action may include compliance within a prescribed time. In the event that Franchisee fails or refuses to promptly take the actions directed by the City, or fails to fully comply with such directions, or if emergency conditions exist which require immediate action, before the City can timely contact Franchisee to request Franchisee effect the immediate repair, the City may enter upon the property and take such reasonable actions as are necessary to protect the public, the adjacent streets, or street utilities, or to maintain the lateral support thereof, or reasonable actions regarded as necessary safety precautions, and Franchisee shall be liable to the City for the costs thereof.

Section 14 Recovery of Costs.

Section 14.1 Franchisee shall pay a one-time fee for the actual administrative expenses incurred by the City that are directly related to the receiving and approving this

Franchise pursuant to RCW 35.21.860, including the costs associated with the City's legal costs incurred in drafting and processing this Franchise, not to exceed \$5,000.00. No construction permits shall be issued for the installation of Facilities authorized until such time as the City has received payment of this fee; further, this Franchise shall be considered void if the fee is not paid within ninety (90) days of receipt of the invoice. Franchisee shall further be subject to all permit fees associated with activities undertaken through the authority granted in this Franchise or under the laws of the City. Where the City incurs costs and expenses for review, inspection, or supervision of activities, including but not limited to reasonable fees associated with attorneys, consultants, City Staff and City Attorney time, undertaken through the authority granted in this Franchise or any ordinances relating to the subject for which a permit fee is not established, Franchisee shall pay such costs and expenses directly to the City in accordance with the provisions of Section 14.3.

Section 14.2 In addition to Section 14, Franchisee shall promptly reimburse the City in accordance with the provisions of Section 14.3 and Section 14.4 for any and all costs the City reasonably incurs in response to any emergency situation involving Franchisee's Facilities, to the extent said emergency is not the fault of the City. The City agrees to simultaneously seek reimbursement from any franchisee or permit holder who caused or contributed to the emergency situation.

Section 14.3 Consistent with state law, Franchisee shall reimburse the City within sixty (60) days of submittal by the City of an itemized billing for reasonably incurred costs, itemized by project, for Franchisee's proportionate share of all actual, identified expenses incurred by the City in planning, constructing, installing, repairing, altering, or maintaining any City facility as the result of the presence of Franchisee's Facilities in the Right-of-Way. Such costs and expenses shall include but not be limited to Franchisee's proportionate cost of City personnel assigned to oversee or engage in any work in the Right-of-Way as the result of the presence of Franchisee's Facilities in the Right-of-Way. Such costs and expenses shall also include Franchisee's proportionate share of any time spent reviewing construction plans in order to either accomplish the relocation of Franchisee's Facilities or the routing or rerouting of any utilities so as not to interfere with Franchisee's Facilities.

Section 14.4 The time of City employees shall be charged at their respective rate of salary, including overtime if applicable, plus benefits and reasonable overhead. Any other costs will be billed proportionately on an actual cost basis. All billings will be itemized so as to specifically identify the costs and expenses for each project for which the City claims reimbursement. A charge for the actual costs incurred in preparing the billing may also be included in said billing. At the City's option, the billing may be on an annual basis, but the City shall provide the Franchisee with the City's itemization of costs, in writing, at the conclusion of each project for information purposes.

Section 15 City's Reservation of Rights.

Section 15.1 Franchisee hereby represents that its operations as authorized under this Franchise are those of a telephone business as defined in RCW 82.16.010, or service provider as defined in RCW 35.21.860. As a result, the City will not impose a Franchise fee under the terms of this Franchise, other than as described herein. The City hereby reserves its right to impose a Franchise fee on Franchisee if Franchisee's

operations as authorized by this Franchise change such that the statutory prohibitions of RCW 35.21.860 no longer apply or, if statutory prohibitions on the imposition of such fees are removed. In either instance, the City also reserves its right to require that Franchisee obtain a separate Franchise for its change in use. Nothing contained herein shall preclude Franchisee from challenging any such new fee or separate agreement under applicable federal, State, or local laws.

Section 15.2 Franchisee acknowledges that its operation with the City constitutes a telecommunications business subject to the utility tax imposed pursuant to the Gig Harbor Municipal Code Chapter 3.16. Franchisee agrees that if its business activities are subject to taxation as a telephone business that Franchisee shall pay to the City the rate applicable to such taxable services under Gig Harbor Municipal Code Chapter 3.16, and consistent with state and federal law. The parties agree however, that nothing in this Franchise shall limit the City's power of taxation as may exist now or as later imposed by the City. This provision does not limit the City's power to amend Gig Harbor Municipal Code Chapter 3.16 as may be permitted by law. Nothing in this Franchise is intended to alter, amend, modify or expand the taxes and fees that may be lawfully assessed on Franchisee's Services.

Section 16 Indemnification.

Section 16.1 Franchisee releases, covenants not to bring suit, and agrees to indemnify, defend, and hold harmless the City, its officers, employees, agents, and representatives from any and all claims, costs, judgments, awards, or liability to any person, for injury or death of any person, or damage to property caused by or arising out of any acts or omissions of Franchisee, its agents, servants, officers, or employees in the performance of this Franchise and any rights granted within this Franchise. Notwithstanding the foregoing, Franchisee's covenant to indemnify the City and not to bring suit does not apply to claims, costs, judgments, awards or liabilities arising from the City's sole negligence, gross negligence, or willful misconduct.

Section 16.2 Inspection or acceptance by the City of any work performed by Franchisee at the time of completion of construction shall not be grounds for avoidance by Franchisee of any of its obligations under this Section 16. These indemnification obligations shall extend to claims that are not reduced to a suit and any claims that may be compromised, with Franchisee's prior written consent, prior to the culmination of any litigation or the institution of any litigation.

Section 16.3 The City shall promptly notify Franchisee of any claim or suit and request in writing that Franchisee indemnify the City. Franchisee may choose counsel to defend the City subject to this Section 16.3. City's failure to so notify and request indemnification shall not relieve Franchisee of any liability that Franchisee might have, except to the extent that such failure prejudices Franchisee's ability to defend such claim or suit. In the event that Franchisee refuses the tender of defense in any suit or any claim, as required pursuant to the indemnification provisions within this Franchise, and said refusal is subsequently determined by a court having jurisdiction (or such other tribunal that the parties shall agree to decide the matter), to have been a wrongful refusal on the part of Franchisee, Franchisee shall pay all of the City's reasonable costs for defense of the action, including all expert witness fees, costs, and attorney's fees, and including costs and fees incurred in recovering under this indemnification provision. If

separate representation to fully protect the interests of both parties is necessary, such as a conflict of interest between the City and the counsel selected by Franchisee to represent the City, then upon the prior written approval and consent of Franchisee, which shall not be unreasonably withheld, the City shall have the right to employ separate counsel in any action or proceeding and to participate in the investigation and defense thereof, and Franchisee shall pay the reasonable fees and expenses of such separate counsel, except that Franchisee shall not be required to pay the fees and expenses of separate counsel on behalf of the City for the City to bring or pursue any counterclaims or interpleader action, equitable relief, restraining order or injunction. The City's fees and expenses shall include all out-of-pocket expenses, such as consultants and expert witness fees, and shall also include the reasonable value of any services rendered by the counsel retained by the City but shall not include outside attorneys' fees for services that are unnecessarily duplicative of services provided the City by Franchisee. Each party agrees to cooperate and to cause its employees and agents to cooperate with the other party in the defense of any such claim and the relevant records of each party shall be available to the other party with respect to any such defense.

Section 16.4 The parties acknowledge that this Franchise may be subject to RCW 4.24.115. Accordingly, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of Franchisee and the City, its officers, officials, employees, and volunteers, Franchisee's liability shall be only to the extent of Franchisee's negligence. It is further specifically and expressly understood that the indemnification provided constitutes Franchisee's waiver of immunity under Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

Section 16.5 Notwithstanding any other provisions of this Section 16, Franchisee assumes the risk of damage to its Facilities located in the Rights-of-Way and upon City-owned property from activities conducted by the City, its officers, agents, employees, volunteers, elected and appointed officials, except to the extent any such damage or destruction is caused by or arises from any negligence, intentional misconduct or criminal actions on the part of the City, its officers, agents, employees, volunteers, or elected or appointed officials. In no event shall the City be liable for any indirect, incidental, special, consequential, exemplary, or punitive damages, including by way of example and not limitation lost profits, lost revenue, loss of goodwill, or loss of business opportunity in connection with its performance or failure to perform under this Franchise. Franchisee releases and waives any and all such claims against the City, its officers, agents, employees, volunteers, or elected or appointed officials. Franchisee further agrees to indemnify, hold harmless and defend the City against any claims for damages, including, but not limited to, business interruption damages, lost profits and consequential damages, brought by users of Franchisee's Facilities as the result of any interruption of service due to damage or destruction of Franchisee's Facilities caused by or arising out of activities conducted by the City, its officers, agents, or employees.

Section 16.6 The provisions of this Section 16 shall survive the expiration, revocation, or termination of this Franchise.

Section 17 Insurance.

Section 17.1 Franchisee shall procure and maintain for so long as Franchisee has Facilities in the Right-of-Way, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the exercise of rights, privileges and authority granted to Franchisee, its agents representatives or employees. Franchisee shall require that every contractor and subcontractor maintain insurance coverage and policy limits consistent with this Section 17. Franchisee shall procure insurance from insurers with a current A.M. Best rating of not less than A-. Franchisee shall provide a copy of a certificate of insurance and additional insured endorsement to the City for its inspection at the time of or prior to acceptance of this Franchise, and such insurance certificate shall evidence a policy of insurance that includes:

(a) Automobile Liability insurance with limits no less than \$2,000,000 combined single limit per occurrence for bodily injury and property damage.

(b) Commercial General Liability insurance, written on an occurrence basis with limits no less than \$3,000,000 combined single limit per occurrence and \$5,000,000 aggregate for personal injury, bodily injury and property damage. Coverage shall include but not be limited to: blanket contractual; premises; operations; independent contractors; stop gap liability; personal injury; products and completed operations; broad form property damage; explosion, collapse and underground (XCU); and employer's liability. Franchisee is currently self-insured for broad form property damage.

(c) Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington. No deductible is presently required for this insurance; and

(d) Umbrella liability policy with limits not less than \$10,000,000 per occurrence and in the aggregate.

Section 17.2 Any deductibles or self-insured retentions must be declared to and approved by the City. Such approval shall not be unreasonably withheld or delayed. The City acknowledges that Franchisee's current deductibles are subject to change based on business needs and the commercial insurance market. Payment of deductible or self-insured retention shall be the sole responsibility of Franchisee. Additionally, Franchisee shall pay all premiums for the insurance on a timely basis. Franchisee may utilize primary and umbrella liability insurance policies to satisfy the insurance policy limits required in this Section 17. Franchisee's umbrella liability insurance policy shall provide "follow form" coverage over its primary liability insurance policies.

Section 17.3 The insurance policies, with the exception of Workers' Compensation obtained by Franchisee shall name the City, its officers, officials, employees, agents, and volunteers ("Additional Insureds"), as an additional insured with regard to activities performed by or on behalf of Franchisee. The coverage shall contain no special limitations on the scope of protection afforded to the Additional Insureds. In addition, the insurance policy shall contain a clause stating that coverage shall apply separately to each insured against whom a claim is made or suit is brought, except with respect to the limits of the insurer's liability. Franchisee shall provide to the City prior to or upon acceptance either (1) a true copy of the additional insured endorsement for each insurance policy required in this Section 17 and providing that such insurance shall apply as primary insurance on behalf of the Additional Insureds or (2) a true copy of the blanket additional insured clause from the policies. Receipt by the City of any certificate

showing less coverage than required is not a waiver of Franchisee's obligations to fulfill the requirements. Franchisee's insurance shall be primary insurance with respect to the City, and the endorsement should specifically state that the insurance is the primary insurance. Any insurance maintained by the City shall be in excess of Franchisee's insurance and shall not contribute with it.

Section 17.4 Franchisee is obligated to notify the City of any cancellation or intent not to renew any insurance policy that is not immediately replaced by an insurance policy meeting the requirements of this Franchise, required pursuant to this Section 17, thirty (30) days prior to any such cancellation. Within fifteen (15) days prior to said cancellation or intent not to renew, Franchisee shall obtain and furnish to the City replacement insurance policies meeting the requirements of this Section 17. Failure to provide the insurance cancellation notice and to furnish to the City replacement insurance policies meeting the requirements of this Section 17 shall be considered a material breach of this Franchise and subject to the City's election of remedies described in Section 21 below. Notwithstanding the cure period described in Section 21.2, the City may pursue its remedies immediately upon a failure to furnish replacement insurance.

Section 17.5 Franchisee's maintenance of insurance as required by this Section 17 shall not be construed to limit the liability of Franchisee to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or equity. Further, Franchisee's maintenance of insurance policies required by this Franchise shall not be construed to excuse unfaithful performance by Franchisee.

Section 17.6 As of the effective date of this Franchise, Franchisee is not self-insured for coverage other than property damage. Should Franchisee wish to become self-insured at the other levels outlined in this Franchise at a later date, Franchisee must provide the City with thirty (30) days advanced written notice of its intent to self-insure. In order to self-insure, Franchisee shall comply with the following: (i) provide a written attestation that Franchisee possesses the necessary amount of unencumbered financial assets to support the financial exposure of self-insurance, as evidenced by an outside auditor's review of Franchisee's financial statements; (ii) the City, upon request, may review Franchisee's financial statements; (iii) Franchisee is responsible for all payments within the self-insured retention; and (iv) Franchisee assumes all defense and indemnity obligations as outlined in the indemnification section of this Franchise. These requirements may be modified by written amendment executed by both parties.

Section 18 Abandonment of Franchisee's Telecommunications Fiber Optic Cable Network.

Section 18.1

Section 18.2 Upon the expiration, termination, or revocation of the rights granted under this Franchise, Franchisee shall remove all of its Facilities from the Right-of-Way within thirty (30) days of receiving written notice from the Public Works Director or his/her designee. The Facilities, in whole or in part, may not be abandoned by Franchisee without written approval by the City. Any plan for abandonment or removal of Franchisee's Facilities must be first approved by the Public Works Director or his/her designee, and all necessary permits must be obtained prior to such work. Franchisee shall restore the Right-of-Way in accordance with the City's Public Works Standards to at least the same condition the Right-of-Way were in immediately prior to any such removal

provided Franchisee shall not be responsible for any changes to the Right-of-Way not caused by Franchisee or any person doing work for Franchisee. Franchisee shall be solely responsible for all costs associated with removing its Facilities.

Section 18.3 Notwithstanding Section 18.2 above, the City may permit Franchisee's improvements to be abandoned in place in such a manner as the City may prescribe. Upon permanent abandonment, and Franchisee's agreement to transfer ownership of the Facilities to the City, Franchisee shall submit to the City a proposal and instruments for transferring ownership to the City.

Section 18.4 Any Facilities which are not removed within ninety (90) days of either the date of termination or revocation or the date the City issued a permit authorizing removal, whichever is later, shall automatically become the property of the City. Any costs incurred by the City in safeguarding such Facilities or removing the Facilities shall be reimbursed by Franchisee. Nothing contained within this Section 18 shall prevent the City from compelling Franchisee to remove any such Facilities through judicial action when the City has not permitted Franchisee to abandon said Facilities in place.

Section 18.5 If Franchisee leases a structure in the Right-of-Way from a landlord and such landlord later replaces, removes or relocates the structure, for example by building a replacement structure, Franchisee shall remove or relocate its Facilities within the Right-of-Way within ninety (90) days of such notification from the landlord at no cost to the City.

Section 18.6 The provisions of this Section 18 shall survive the expiration, revocation, or termination of this Franchise and for so long as Franchisee has Facilities in Rights-of-Way.

Section 19 Bonds.

Section 19.1 Construction Performance Bond. Upon an application for a permit involving excavation, installation, construction, restoration or relocation of the Facilities and if required by the City, Franchisee shall furnish a performance bond ("Performance Bond") written by a corporate surety reasonably acceptable to the City in an amount equal to 125% of the construction cost, which should not be less than \$5,000 or in accordance with the bonding requirements for the City's encroachment permit. The amount of the Performance Bond may be reduced during construction as determined by the City. The Performance Bond shall guarantee the following: (1) timely completion of construction; (2) construction in compliance with all applicable plans, permits, technical codes, and standards; (3) proper location of the Facilities as specified by the City; (4) restoration of the Rights-of-Way and other City properties affected by the construction; (5) submission of as-built drawings after completion of construction; and (6) timely payment and satisfaction of all claims, demands, or liens for labor, materials, or services provided in connection with the work which could be asserted against the City or City property. Said bond must remain in full force until the completion of construction, including final inspection, corrections, and final approval of the work, recording of all easements, provision of as-built drawings, and the posting of a Maintenance Bond as described in Section 19.2.

Section 19.2 Maintenance Bond. Following excavation, installation, construction, restoration or relocation of the Facilities and if required by the City, Franchisee shall

furnish a two (2) year maintenance bond ("Maintenance Bond"), or other surety acceptable to the City, at the time of final acceptance of construction work on Facilities within the Rights-of-Way. The Maintenance Bond amount will be equal to ten percent (10%) of the documented final cost of the construction work. The Maintenance Bond in this Section 19.2 must be in place prior to City's release of the bond required by Section 19.1.

Section 19.3 Franchise Bond. Franchisee shall provide City with a bond in the amount of Twenty-Five Thousand Dollars (\$25,000.00) ("Franchise Bond") running or renewable for the term of this Franchise, in a form and substance reasonably acceptable to City. In the event Franchisee shall fail to substantially comply with any one or more of the provisions of this Franchise following notice and a reasonable opportunity to cure, then there shall be recovered jointly and severally from Franchisee and the bond any actual damages suffered by City as a result thereof, including but not limited to staff time, material and equipment costs, compensation or indemnification of third parties, and the cost of removal or abandonment of facilities hereinabove described. Franchisee specifically agrees that its failure to comply with the terms of this Section 19 shall constitute a material breach of this Franchise. The amount of the bond shall not be construed to limit Franchisee's liability or to limit the City's recourse to any remedy to which the City is otherwise entitled at law or in equity.

Section 20 Modification. The City and Franchisee hereby reserve the right to alter, amend, or modify the terms and conditions of this Franchise upon written agreement of both parties to such alteration, amendment or modification.

Section 21 Remedies to Enforce Compliance.

Section 21.1 The City may elect, without any prejudice to any of its other legal rights and remedies, to obtain an order from the superior court having jurisdiction compelling Franchisee to comply with the provisions of the Franchise and to recover damages and costs incurred by the City by reason of Franchisee's failure to comply. In addition to any other remedy provided herein, the City reserves the right to pursue any remedy to compel or force Franchisee and/or its successors and assigns to comply with the terms hereof, and the pursuit of any right or remedy by the City shall not prevent the City from thereafter declaring a forfeiture or revocation for breach of the conditions herein. In addition to any other remedy provided in this Franchise, Franchisee reserves the right to pursue any remedy available at law or in equity to compel or require the City, its officers, employees, volunteers, contractors and other agents and representatives, to comply with the terms of this Franchise. Further, all rights and remedies provided herein shall be in addition to and cumulative with any and all other rights and remedies available to either the City or Franchisee. Such rights and remedies shall not be exclusive, and the exercise of one or more rights or remedies shall not be deemed a waiver of the right to exercise at the same time or thereafter any other right or remedy. Provided, further, that by entering into this Franchise, it is not the intention of the City or Franchisee to waive any other rights, remedies, or obligations as otherwise provided by law equity, or otherwise, and nothing contained here shall be deemed or construed to effect any such waiver. The parties agree that in the event a party obtains injunctive

relief, neither party shall be required to post a bond or other security and the parties agree not to seek the imposition of such a requirement.

Section 21.2 If either party (the "Defaulting Party") shall violate, or fail to comply with any of the provisions of this Franchise, or should it fail to heed or comply with any notice given to such party under the provisions of this Franchise, the other party (the "Non-Defaulting Party") shall provide the Defaulting Party with written notice specifying with reasonable particularity the nature of any such breach and the Defaulting Party shall undertake all commercially reasonable efforts to cure such breach within thirty (30) days of receipt of notification. If the parties reasonably determine the breach cannot be cured within (30) thirty days, the Non-Defaulting Party may specify a longer cure period, and condition the extension of time on the Defaulting Party's submittal of a plan to cure the breach within the specified period, commencement of work within the original thirty (30) day cure period, and diligent prosecution of the work to completion. If the breach is not cured within the specified time, or the Defaulting Party does not comply with the specified conditions, the Non-Defaulting Party may pursue any available remedy at law or in equity as provided in Section 21 above, or in the event Franchisee has failed to timely cure or commence cure of the breach, the City may, at its discretion, (1) revoke this Franchise with no further notification pursuant to Section 22, (2) refuse to grant additional permits, or (3) claim damages of Two Hundred Fifty Dollars (\$250.00) per day against the Franchisee or Franchise Bond set forth in Section 19.3.

Section 22 Revocation. If Franchisee willfully violates or fails to comply with any material provisions of this Franchise, then at the election of the City after at least thirty (30) days written notice to Franchisee specifying the alleged violation or failure, the City may revoke all rights conferred and this Franchise may be revoked by the Gig Harbor City Council after a hearing held upon such notice to Franchisee. Such hearing shall be open to the public and Franchisee and other interested parties may offer written and/or oral evidence explaining or mitigating such alleged noncompliance. This hearing does not give the right to either the City or Franchisee to conduct discovery, subpoena witnesses, or take depositions. Within thirty (30) days after the hearing, the Gig Harbor City Council, on the basis of the record, will make the determination as to whether there is cause for revocation, whether the Franchise will be terminated, or whether lesser sanctions should otherwise be imposed. The Gig Harbor City Council may in its sole discretion fix an additional time period to cure violations. If the deficiency has not been cured at the expiration of any additional time period or if the Gig Harbor City Council does not grant any additional period, the Gig Harbor City Council may by resolution declare the Franchise to be revoked and forfeited or impose lesser sanctions. If Franchisee appeals revocation and termination, such revocation may be held in abeyance pending judicial review by a court of competent jurisdiction, provided Franchisee is otherwise in compliance with the Franchise.

Section 23 Non-Waiver. The failure of either party to insist upon strict performance of any of the covenants and agreements of this Franchise or to exercise any option herein conferred in any one or more instances, shall not be construed to be a waiver or relinquishment of any such covenants, agreements or option or any other covenants, agreements or option.

Section 24 Police Powers and City Ordinances. Nothing herein shall be deemed to restrict the City's ability to adopt and enforce, consistent with applicable law, all necessary and appropriate ordinances regulating the performance of the conditions of this Franchise, including any valid ordinance made in the exercise of its police powers in the interest of public safety and for the welfare of the public. The City shall have the authority at all times to reasonably control by appropriate regulations consistent with applicable law, including but not limited to 47 U.S.C. Section 253, the location, elevation, manner of construction and maintenance of Facilities by Franchisee and facilities of other similarly situated franchisees, and Franchisee shall promptly conform with all such regulations, unless compliance would cause Franchisee to violate other requirements of law. In the event of a conflict between the provisions of this Franchise ordinance and any other generally applicable ordinance(s) enacted under the City's police power authority, such other ordinances(s) shall take precedence over the provisions set forth herein.

Section 25 Cost of Publication. The cost of publication of this Franchise ordinance shall be borne by Franchisee.

Section 26 Acceptance. Franchisee shall execute and return to the City its execution and acceptance of this Franchise in the form attached hereto as Exhibit A within thirty (30) days of the effective date of the ordinance authorizing the Franchise. In addition, Franchisee shall submit proof of insurance obtained and additional insured endorsement pursuant to Section 17, any applicable construction Performance Bond pursuant to Section 19.1 and the Franchise Bond required pursuant to Section 19.3. The administrative fee pursuant to Section 14.1 is due within thirty days of receipt of the invoice from the City.

Section 27 Survival. All of the provisions, conditions, and requirements of Section 5, Section 6, Section 8, Section 12, Section 16, Section 18, Section 27, Section 28, and Section 39.2 of this Franchise shall be in addition to any and all other obligations and liabilities Franchisee may have to the City at common law, by statute, or by contract, and shall survive the City's Franchise to Franchisee for the use of the Franchise Area, and any renewals or extensions thereof. All of the provisions, conditions, regulations and requirements contained in this Franchise ordinance shall further be binding upon the heirs, successors, executors, administrators, legal representatives and assigns of Franchisee and all privileges, as well as all obligations and liabilities of Franchisee shall inure to its heirs, successors and assigns equally as if they were specifically mentioned where Franchisee is named herein.

Section 28 Assignment.

Section 28.1 This Franchise may not be directly or indirectly assigned or transferred by sale, lease, merger, consolidation or other act of Franchisee, by operation of law or otherwise, unless prompt written notice is provided to the City within sixty (60) days following the assignment. In the case of transfer or assignment as security by mortgage or other security instrument in whole or in part to secure indebtedness, such notice shall not be required unless and until the secured party

elects to realize upon the collateral. For purposes of this Section 28, a change in ownership or ownership mix of Licensee is not deemed to be an assignment or transfer so long as the Licensee entity continues to exist following the change, and no assignment or transfer of this Franchise shall be deemed to occur based on the public trading of Franchisee's stock.

Section 28.2 Any transactions which singularly or collectively result in a change of 50% or more of the (i) ownership or working control of the Franchisee's Telecommunications facilities within the City; or (ii) control of the capacity or bandwidth of the Franchisee's Telecommunication facilities within the City, shall be considered an assignment or transfer requiring written notice to the City pursuant to this Franchise. Such transactions between affiliated entities are not exempt from notice requirements. The Franchisee shall notify the City of any proposed change in, or transfer of, or acquisition by any other party of control of the Franchisee's Telecommunications facilities within the City or capacity or bandwidth of Franchisee's Telecommunications facilities within the City three months prior to the closing of the transaction. The Franchisee shall notify the City of any transactions which singularly or collectively result in a change of 50% or more of the ownership of Franchisee within sixty (60) days following the closing of the transaction.

Section 29 Extension. If this Franchise expires without renewal or is otherwise lawfully terminated or revoked, the City may, subject to applicable law:

Allow Franchisee to maintain and operate its Facilities on a month-to-month basis, provided that Franchisee maintains insurance for such Facilities during such period and continues to comply with this Franchise; or

The City may order the removal of any and all Facilities at Franchisee's sole cost and expense consistent with Section 18.

Section 30 Entire Agreement. This Franchise constitutes the entire understanding and agreement between the parties as to the subject matter herein and no other agreements or understandings, written or otherwise, shall be binding upon the parties upon execution of this Franchise.

Section 31 Eminent Domain. The existence of this Franchise shall not preclude the City from acquiring by condemnation in accordance with applicable law, all or a portion of the Franchisee's Facilities for the fair market value thereof. In determining the value of such Facilities, no value shall be attributed to the right to occupy the area conferred by this Franchise.

Section 32 Vacation. If at any time the City, by ordinance, vacates all or any portion of the area affected by this Franchise, the City shall not be liable for any damages or loss to the Franchisee by reason of such vacation. If Franchisee has Facilities in the vacated portion of the Right-of-Way, the City shall use reasonable efforts to reserve an appurtenant easement for Franchisee within the vacated portion of the Right-of-Way within which Franchisee may continue to operate existing Facilities under the terms of this Franchise for the remaining period of the term set forth in Section 1.2. Notwithstanding the preceding sentence, the City shall incur no liability for failing to reserve such easement. The City shall notify the Franchisee in writing not less than

sixty (60) days before vacating all or any portion of any such area, in which Franchisee is located. The City may, after sixty (60) days written notice to the Franchisee, terminate this Franchise with respect to such vacated area.

Section 33 Notice. Any Notice or information required or permitted to be given to the parties under this Franchise agreement may be sent to the following addresses unless otherwise specified:

CITY OF GIG HARBOR
ATTN: City Clerk
3510 Grandview Street
Gig Harbor, WA 98335

FRANCHISEE:
Forged Fiber 37, LLC
Attn:
Forged Fiber 37, LLC c/o AT&T
Attn.: Legal Dept – Network Operations
Re: Gig Harbor Franchise (WA)
208 S. Akard Street
Dallas, TX 75202-4206

With a copy to:
E-mail: FF_Right_Of_Way@att.com

Section 34 Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance unless such invalidity or unconstitutionality materially alters the rights, privileges, duties, or obligations hereunder, in which event either party may request renegotiation of those remaining terms of this Franchise materially affected by such court's ruling.

Section 35 Compliance with All Applicable Laws. Each party agrees to comply with all present and future federal, state and local laws, ordinances, rules and regulations. This Franchise is subject to ordinances of general applicability enacted pursuant to the City's police powers. Franchisee further agrees to remove all liens and encumbrances arising as a result of said use or work. Franchisee shall, at its own expense, maintain its Facilities in a safe condition, in good repair and in a manner reasonably suitable to the City. Additionally, Franchisee shall keep its Facilities free of debris and anything of a dangerous, noxious or offensive nature or which would create a hazard or undue vibration, heat, noise or any interference with City services. City reserves the right at any time to amend this Franchise to conform to any hereafter enacted, amended, or adopted federal or state statute or regulation relating to the public health, safety, and welfare, or relating to roadway regulation, or a City ordinance enacted pursuant to such federal or state statute or regulation when such statute, regulation, or ordinance necessitates this Franchise be amended in order to remain in compliance with applicable laws, but only upon providing Franchisee with thirty (30) days written notice of its action setting forth the full text of the amendment and identifying the statute, regulation, or ordinance requiring the amendment. Said amendment shall become automatically effective upon expiration of the notice period unless, before expiration of

that period, Franchisee makes a written request for negotiations over the terms of the amendment. If the parties do not reach agreement as to the terms of the amendment within thirty (30) days of the call for negotiations, either party may pursue any available remedies at law or in equity.

Section 36 Attorneys' Fees. If a suit or other action is instituted in connection with any controversy arising out of this Franchise, the prevailing party shall be entitled to recover all of its costs and expenses, including such sum as the court may judge as reasonable for attorneys' fees, costs, expenses and attorneys' fees upon appeal of any judgment or ruling.

Section 37 Hazardous Substances. Franchisee shall not introduce or use any hazardous substances (chemical or waste), in violation of any applicable law or regulation, nor shall Franchisee allow any of its agents, contractors or any person under its control to do the same. Franchisee will be solely responsible for and will defend, indemnify and hold the City, its officers, officials, employees, agents and volunteers harmless from and against any and all claims, costs and liabilities including reasonable attorneys' fees and costs, arising out of or in connection with the cleanup or restoration of the property to the extent caused by Franchisee's use, storage, or disposal of hazardous substances, whether or not intentional, and the use, storage or disposal of such substances by Franchisee's agents, contractors or other persons acting under Franchisee's control, whether or not intentional.

Section 38 Licenses, Fees and Taxes. Prior to constructing any Facilities, Franchisee shall obtain a business or utility license from the City. Franchisee shall pay promptly and before they become delinquent, all taxes on personal property and improvements owned or placed by Franchisee and shall pay all license fees and public utility charges relating to the conduct of its business, shall pay for all permits, licenses and zoning approvals, shall pay any other applicable tax unless documentation of exemption is provided to the City and shall pay utility taxes and license fees imposed by the City.

Section 39 Miscellaneous.

Section 39.1 City and Franchisee respectively represent that its signatory is duly authorized and has full right, power and authority to execute this Franchise.

Section 39.2 This Franchise shall be construed in accordance with the laws of the State of Washington. Venue for any dispute related to this Franchise shall be the United States District Court for the Western District of Washington, or Pierce County Superior Court.

Section 39.3 Section captions and headings are intended solely to facilitate the reading thereof. Such captions and headings shall not affect the meaning or interpretation of the text herein.

Section 39.4 Where the context so requires, the singular shall include the plural and the plural includes the singular.

Section 39.5 Franchisee shall be responsible for obtaining all other necessary approvals, authorizations and agreements from any party or entity and it is

acknowledged and agreed that the City is making no representation, warranty or covenant whether any of the foregoing approvals, authorizations or agreements are required or have been obtained by Franchisee by any person or entity.

Section 39.6 This Franchise may be enforced at both law and equity.

Section 39.7 Franchisee acknowledges that it, and not the City, shall be responsible for the premises and equipment's compliance with all marking and lighting requirements of the FAA and the FCC. Franchisee shall indemnify and hold the City harmless from any fines or other liabilities caused by Franchisee's failure to comply with such requirements. Should Franchisee or the City be cited by either the FCC or the FAA because the Facilities or the Franchisee's equipment is not in compliance and should Franchisee fail to cure the conditions of noncompliance within the timeframe allowed by the citing agency, the City may either terminate this Franchise immediately on notice to the Franchisee or proceed to cure the conditions of noncompliance at the Franchisee's expense.

Section 39.8 This Franchise is subject to all applicable federal, State and local laws, regulations and orders of governmental agencies as amended, including but not limited to the Communications Act of 1934, as amended, the Telecommunications Act of 1996, as amended and the Rules and Regulations of the FCC. Neither the City nor Franchisee waive any rights they may have under any such laws, rules or regulations.

Section 39.9 There are no third party beneficiaries to this Franchise.

Section 39.10 Neither party shall be required to perform any covenant or obligation in this Franchise, or be liable in damages to the other party, so long as the performance of the covenant or obligation is delayed, caused or prevented by a Force Majeure Event. A "Force Majeure Event" is defined for purposes of this Franchise as strikes, lockouts, sit-down strike, unusual transportation delays, riots, floods, washouts, explosions, earthquakes, fire, storms, weather (including inclement weather which prevents construction), acts of the public enemy, wars, terrorism, insurrections, and any other similar act of God event.

Section 40 Ordinance Effective Date. This ordinance, being an exercise of a power specifically delegated to the City legislative body, is not subject to referendum, and shall take effect (5) days after passage and publication of an approved summary thereof consisting of the title.

ADOPTED by the City Council of the City of Gig Harbor at a regular meeting thereof, held this 13th day of October, 2025.

Mary K. Barber
Mayor

Approved as to form:

Attest:

Daniel Kenny
City Attorney

Joshua Stecker, CMC
City Clerk

EXHIBIT A

STATEMENT OF ACCEPTANCE

FORGED FIBER 37, LLC, a Delaware limited liability company, for itself, its successors and assigns, hereby accepts and agrees to be bound by all lawful terms, conditions and provisions of the Franchise attached hereto and incorporated herein by this reference.

By: _____

Its: _____

By: _____

Date: _____

Name: _____

Title: _____

STATE OF _____)

)ss.

COUNTY OF _____)

On this ____ day of _____, 202_, before me the undersigned, a Notary Public in and for the State of _____, duly commissioned and sworn, personally appeared, _____ of _____, the company that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said company, for the uses and purposes therein mentioned, and on oath stated that he/she is authorized to execute said instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal on the date hereinabove set forth.

Signature

NOTARY PUBLIC in and for the State of _____,

Residing at _____

MY COMMISSION EXPIRES: _____.



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

Meeting Date: October 13, 2025

SUBJECT: Second Reading and Adoption of Ordinance 1550 Creating a New Title 11: Parks Code

SUBMITTED BY: Parks Manager Jennifer Haro

DEPARTMENT: Public Works

PHONE: (253) 853-8253

SUGGESTED MOTION: Move to approve Ordinance 1550.

BACKGROUND INFORMATION: Municipal Code related to parks is currently found in several different places throughout the code. Most park rules and regulations are found in GHMC 9.28, in the “Public Peace, Morals and Welfare” title. Rules about public docks are found in Title 8 “Health and Safety” and rules about special events are found in Title 5 “Business Licenses and Regulations.”

The purpose of creating a new Title 11 for parks code is to have all parks-related code in one place. There are also some updates that need to be made to clarify some rules and enforcement.

Among the biggest changes is a proposed commercial park use permit for smaller commercial park uses. For instance, according to the special event permit code, anyone using the parks for commercial purposes that “involves public promotion of event or collection of money” requires a special event permit.

Other changes in the ordinance include:

- Adding language that allows the public works director or designee to adopt reasonable rules for parks, as long as they are posted in the park.
- Consolidating the prohibited activities for docks.
- Adding language prohibiting vaping
- Prohibiting jumping, diving or swimming from public docks and piers
- Prohibiting fishing and shellfishing where it impedes public enjoyment or watercraft access to docks
- Adding regulations for Eddon Boat Dock and Maritime Pier
- Prohibiting parking at Borgen and Grandview Cushman Trailheads for more than two hours between sunset and sunrise.

Staff has consulted with the city clerk, police chief, public works director, court administrator and city attorney on these proposed changes. The parks commission reviewed the proposed changes at their May 7 meeting, and council reviewed the proposed code at their August 7 study session.

At the first reading of the draft ordinance on September 29, 2025, council requested

clarifications to Section 11.01.060 - Motor vehicles in parks prohibited, and Section 11.06.030 - Prohibited Uses of conservation areas. To clarify Section 11.01.060, the phrase "A vehicle propelled by an internal combustion gasoline engine..." was deleted, and instead the phrase "Motor vehicles, such as cars, trucks, vans, and motorcycles,..." was added to the sentence.

In Section 11.06.030 - Prohibited Uses, the words "...unauthorized removal or..." was added, causing the section to now read "Bicycle riding, horseback riding, motor vehicles, unauthorized removal or destruction of plant life, and off-leash pets are prohibited in conservation properties."

FISCAL CONSIDERATION: N/A

ATTACHMENTS:

1. Ordinance 1550
-

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

ORDINANCE 1550

AN ORDINANCE OF THE CITY OF GIG HARBOR, WASHINGTON: REPEALING GIG HARBOR MUNICIPAL CODE CHAPTERS 5.28, 8.23, 8.25, 8.26, 8.27, 8.28, 8.29, AND 9.24; CREATING GIG HARBOR MUNICIPAL CODE TITLE 11 RELATING TO PARKS, DOCKS AND SPECIAL EVENTS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City of Gig Harbor recognizes the role that public parks and open spaces play in enhancing community well-being, promoting public health, and providing recreational opportunities for residents and visitors; and

WHEREAS, the City is committed to ensuring that its parks and public spaces are maintained, accessible and used in a manner that is safe, equitable, and consistent with community values; and

WHEREAS, provisions regulating the use of parks, docks, special events and other recreational facilities were previously scattered across multiple chapters and sections of the municipal code; and

WHEREAS, the dispersed nature of these regulations made it difficult for the public, staff and enforcement personnel to locate and understand applicable rules; and

WHEREAS, reorganizing the parks-related regulations into one chapter ensures consistency in terminology, enforcement authority, and procedural requirements; and

WHEREAS, the City of Gig Harbor City Council at study sessions on June 23, 2025 and August 7, 2025 identified the need for some changes to existing parks code and creation of a more robust parks code and to consolidate parks-related content; and

WHEREAS, the City finds it beneficial to consolidate these provisions into a single, comprehensive parks code title to promote clarity, transparency and ease of administration; and

WHEREAS, this ordinance is intended to repeal, relocate and harmonize prior park-related code sections without substantively changing original intent, except for what was outlined before council in previous study sessions; and

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

Section 1. Chapter 5.28 of the Gig Harbor Municipal Code is hereby repealed.

Section 2. Chapters 8.23, 8.25, 8.26, 8.27, 8.28, and 8.29 of the Gig Harbor

Municipal Code are hereby repealed.

Section 3. Chapter 9.24 of the Gig Harbor Municipal Code is hereby repealed.

Section 4. A new Title 11 of the Gig Harbor Municipal Code is hereby created as follows:

Title 11 PARKS AND DOCKS

Chapter 11.01 General Provisions

11.01.010 Definitions

A. "Boat," also known as a vessel, includes every description of watercraft on the water used or capable of being used as a means of transportation on the water, other than a seaplane. However, it does not include inner tubes, air mattresses, and small rafts or flotation devices or toys customarily used by swimmers.

B. "Commercial fishing operator" is the owner or captain of a commercial fishing vessel who has entered into an agreement with the city or received authorization from the city to use city facilities.

C. "Commercial fishing vessel" is a type of watercraft that is currently licensed for commercial fishing by a state government or a federally recognized Indian tribe and is actively being operated for the purposes of commercial fishing.

D. "Dawn" means the time at one-half hour before sunrise as published by the National Weather Service.

E. "Dinghy," also known as a tender, is a type of boat 13 feet or less in length whose sole purpose is to carry people or materials between a larger boat and the shore.

F. "Director" means the Public Works Director or designee.

G. "Dusk" means the time at one-half hour after sunset as published by the National Weather Service.

H. "Moor" or "mooring" is to secure by rope, cable, chain, or other connection, a watercraft to the dock.

I. "Nonmotorized craft" is a type of boat with no propulsion machinery of any type.

J. "Normal park/regular park usage" means those legal recreational uses for which the public park is maintained by the city for public use, not requiring a special event permit under this chapter, including, but not limited to, picnics, playing catch, sunbathing, game playing, etc.

K. "Operator," is the person responsible for, or in control of, watercraft.

L. "Other Event – For Profit". Means an event where a business entity intends to make a profit from the event on public property. This includes all special events managed, planned or overseen by a business or commercial entity. No for-profit event will be allowed where the primary purpose of the event is to sell products. This does not include farmers markets and similar events.

M. "Other event – Not for profit" means a special event organized or put on by a nonprofit organization and is open to the public.

- N. "Other event – Private" means a special event held in a park or public space that is not open to the public, such as a wedding, party, or fundraising event.
- O. "Overnight" shall be considered use of any duration at any time after 8:00 p.m. and before 8:00 a.m. for dock moorage, and after park closing for park use.
- P. "Parade" means any march or procession consisting of people, animals, bicycles, vehicles, or combination thereof, except wedding processions and funeral processions, upon park, public street or sidewalk which does not comply with normal and usual traffic regulations or controls
- Q. "Park" means any public facility permitted for use by the general public for human enjoyment and recreation purposes. This shall include associated parking areas, water access areas, trails, trailheads, and open spaces, located on city-owned real property and in the city's right-of-way, as identified in the city's adopted parks recreation and open space plan.
- R. "Run" means an organized procession to contend in a race consisting of people, bicycles, or other vehicular devices or combination thereof containing 25 or more persons upon a public street, park or sidewalk.
- S. "Special event" means any event expected to cause a public gathering that is not part of the normal usage or course of business at the location. A special event may include, but is not limited to, any parade, run, street dance, or other demonstration and exhibition to include on-water activities on public property (including public tidelands and aquatic lands), weddings, funerals, festivals, concerts, walks/runs, free speech/demonstration, and uses/activities that impact regular park operations or normal park usage.
- T. "Special event – City-sponsored" is an event that the city contributes funding toward or provides staff support before, during, and/or after the event for no additional cost to the applicant.
- U. "Special event – Public" or "public special event" is an event organized by a group that is not affiliated with the city, but is open to the public.
- V. "Special expressive event" means a special event organized primarily to convey ideas, opinions, or thoughts through words or conduct. Examples of special expressive events include political demonstrations and/or rallies, picketing, and similar types of free speech or conduct typically given a higher level of constitutional protection than commercial speech.
- W. "Sponsor" or "sponsoring organization" is the entity or entities hosting the event that requires a special event or park use application and shall also be considered the "applicant."
- X. "Street" or "streets" means any public roadway, sidewalk, or portions thereof in the city of Gig Harbor dedicated to the public use.
- Y. "Street dance" means any organized dance of three or more couples on any public street, public sidewalk, park or publicly owned parking lot.
- Z. "User" also known as an operator, is the person responsible for, or in control of, a watercraft.
- AA. "Watercraft," also known as a vessel or boat, includes every description of watercraft on the water used or capable of being used as a means of transportation on the water, other than a seaplane. However, it does not include inner tubes, air mattresses, and small rafts or flotation devices or toys customarily used by swimmers.

BB. "Weekend" for the purposes of this chapter means Fridays, Saturdays, and Sundays.

11.01.020 Administrative park rules.

The public works director, or designee, shall have the authority to promulgate and adopt reasonable rules and regulations pertaining to the operation, management and use of the parks, which shall be posted in conspicuous places in park areas. Such rules and regulations may set forth the times and conditions upon which the City parks and recreation facilities will be open, closed, or used by the public. It is unlawful for any person to violate or fail to comply with any park rule or regulation duly adopted and posted by the department

11.01.030 Fireworks prohibited.

A. Any type of fireworks, as defined by RCW [70.77.126](#), are prohibited in city parks.

11.01.040 Alcohol prohibited.

A. Except as permitted in GHMC [9.04.010](#) or except if consumed on a vessel moored at Jerisich Dock, and except if consumed in a leased area or rental area pursuant to the terms contained in the lease or rental agreement, no person shall open a package containing liquor or consume liquor in a park or netshed or on a public dock.

B. Alcohol consumed pursuant to one of the above exceptions must be in accordance with Washington State Liquor and Cannabis Board permit and license requirements and provide a minimum of \$1,000,000 liquor liability coverage. This section shall be prosecuted as set forth in Chapter [9.04](#) GHMC.

11.01.050. Smoking and vaping prohibited.

A. It is unlawful for any person to operate a vaping device or smoke or light cigars, cigarettes, tobacco, or other smoking material within city parks. The public works director shall post signs in appropriate locations prohibiting smoking in the city's parks.

11.01.060 Motor vehicles in parks prohibited.

A. Motor vehicles such as cars, trucks, vans and motorcycles shall not be operated within the boundaries of any city park, except on streets and parking areas provided for use of automobiles, without first obtaining a permit for such operation from the city.

B. Notwithstanding the above provisions, official federal, state or local agency motor vehicles may be operated within the boundaries of city parks without permit.

11.01.070 Firearms and weapons.

No person shall use, carry, or possess weapons that could be harmful to wildlife or human safety, except duly authorized law enforcement personnel and/or persons licensed to carry a concealed weapon shall possess a concealed firearm in a City park.

11.01.080 Noise

Noise from audio equipment or speakers in parks shall not be heard more than 75 feet away in public parks, except for:

A. Scheduled athletic games at Gig Harbor Sports Complex properties.

- B. Authorized special events that have received a special event permit.

11.01.090 Facility rentals

The Director may designate certain park areas and facilities that may be rented or reserved for private events. All approved park and facility renters shall pay a rental fee in an amount adopted by city council resolution. The Director may adopt reasonable policies and procedures for the rental and reservation of park areas or facilities.

Gatherings of over 30 people outside of an enclosed building will also be required to obtain a special event permit in accordance with GHMC 11.10.

11.01.100 Park operating hours

- A. All city parks shall be closed from dusk to dawn unless otherwise provided for in the municipal code, a lease or rental agreement, or posted by the city of Gig Harbor.
- B. It is unlawful to enter or remain on any park property while closed unless operating under the authority of a special event or special use permit.
- C. Gig Harbor Sports Complex facilities with lighting must post operating hours at each site. Hours may be governed by a facility use agreement or management agreement with the facility operator.

11.02 Special events

11.02.010 Purpose and intent.

A. The purpose of this chapter is to provide reasonable supervision of any movement of persons, or vehicles or boats within the limits of the city by way of runs, parades, street dances, special events, or other demonstrations or exhibitions, for the protection of persons and property.

B. The intent of this chapter is to allow sponsorship of special events in public parks, on public thoroughfares, rights-of-way and public waterways, and to provide guidelines that protect the public's health, safety, and welfare

11.02.020 Permit – Required.

A. No person shall engage in, participate in, aid, form or start any special event, unless a permit has been obtained from the city administrator or their designee. A permit is required if the event meets the standard set forth in GHMC 11.01.010 (S) and/or if the event will have 30 or more people. Additionally, if an event includes the need for tents, amplified sound, stages, generators, onsite public promotion or vendor booths, a special event permit is required. Additionally, any activity that impacts regular traffic circulation and park operations will require a special event permit. When otherwise not specified by this code, the city administrator or their designee has authority to determine when a permit is required.

B. If an event involves public promotion of an event and collection of money, but will not have more than 30 people or interfere with general use of the park, a park use permit is required. Examples include professional photography events with more than one client or family, filming in parks, or classes for profit.

11.02.030 Permit – Application – Fee.

All approved special event and require payment of a fee in accordance with the city's current fee schedule adopted by resolution.

11.02.040 Permit – Application – Contents.

Applications for a special events permit shall include, but not be limited to:

- A. Name and address of applicant;
- B. Date and time of event;
- C. Name of sponsoring organization;
- D. Probable number of participants;
- E. Route(s), to include starting point and termination;
- F. Required access to public rights-of-way;
- G. Location of assembly areas;
- H. Copy of liability insurance coverage;
- I. Security and traffic control provisions;
- J. Emergency medical provisions;
- K. A cleanup plan;
- L. Hold harmless agreement that removes all liability from the city in a form approved by the City;
- M. List of all participating vendors;
- N. Proposed site plan of event.

11.02.050 Permit – Application – Filing period.

A. A complete application for a special events permit shall be filed with the city administrator or their designee not less than 60 days nor more than 365 days before the date on which the event will occur. Applications that are requesting a road closure must be submitted not less than 90 days before the event date. Applications received with less than 60 days until the event will not be reviewed and will be denied, unless authorized by the city administrator, with the following exceptions:

- 1. Applications for events that are scheduled or rescheduled with less than 60 days' notice due to a public health directive or declaration of a state or local emergency may be approved at the discretion of the city administrator or their designee.
- 2. Applications for special expressive events received with less than 60 days' notice shall be reviewed in accordance with the other provisions of this chapter.

B. The city administrator or their designee shall notify the applicant in writing of approval or denial no later than 30 days following the date of the application.

11.02.060 Costs of cleanup.

In the event a sponsoring organization fails to adequately provide cleanup in accordance with the plan submitted under GHMC 11.10.050, the city will conduct the necessary cleanup and bill the sponsoring organization for such cleanup costs plus 25 percent to cover the administrative costs to the City. The sponsoring organization must make payment to the city upon receipt of the city's invoice for such costs.

11.02.070 Insurance required.

A. The applicant shall show proof of liability insurance with primary coverage limits of: \$1,000,000 general aggregate (per event); \$1,000,000 products aggregate (if food and/or beverage vending is part of the event); \$250,000 personal and advertising injury; \$50,000 each occurrence; \$50,000 fire legal liability; and \$50,000 damage to premises rented for seven or fewer days.

B. A certificate of insurance listing the name and inclusive dates of the event shall be filed with the application, and shall name the city of Gig Harbor as an additional named insured for the event, including a provision prohibiting the cancellation of said policy except upon at least 30 days' prior written notice to the city.

11.02.080 Permit – Issuance standards.

After application and departmental review, the city administrator or their designee may issue a special event permit unless:

A. The time, route, and size will unreasonably disrupt the movement of other traffic contiguous to the route;

B. The size or nature of the event requires the diversion of so great a number of city staff and/or police officers of the city that police protection or city services to the remainder of the city is unreasonably diminished;

C. The applicant failed to remit all required fees, insurance documents, application materials

D. The event exceeds five consecutive days of occurrence, except city-sponsored special events can exceed five consecutive days;

E. There is another event already scheduled at the same location, or the new event would violate the special restriction in GHMC 11.10.150.

F. The city administrator or their designee determines the primary purpose of the event is to sell products.

11.02.090 Traffic control.

A. The chief of police may require any reasonable and necessary traffic control. If such traffic control cannot be handled by the sponsor and shall require the deployment of additional police personnel, the permittee shall be responsible for the expense. The chief of police or his designee shall notify the applicant(s) of the actual projected expense.

B. Road closure requests for special expressive events with less than 90 days' notice shall be reviewed in accordance with the other provisions of this chapter.

C. Special events that are not city-sponsored and require a road closure and/or reserving or blocking off public parking spaces shall also require a temporary encroachment permit application to be submitted.

D. Road closure requests not associated with a city-sponsored special event must also receive approval from the chief of police. This requirement does not apply to special expressive events.

E. Events with grandfathered road closure approvals are: Maritime Gig Festival, Beatnik's Concert, National Night Out, Trick or Treat, PAL Arts Festival, Turkey Trot and Race for a Soldier.

F. Roads that may not be closed: Olympic Drive, Point Fosdick Drive, 56th Street,

Soundview Drive (between Olympic Drive and Grandview Street), Stinson Avenue (between Pioneer Way and Rosedale), Borgen Boulevard (between Burnham Drive and Harbor Hill Drive), Wollochot Drive, 38th Avenue (between 56th Street and Hunt Street), Skansie Avenue (between 72nd Street and Rosedale Street), and Rosedale Street (between Skansie Avenue and 54th Avenue).

G. Harborview Drive may not be closed more than once per calendar month for special event purposes.

11.02.100 Alcoholic beverages.

Consumption of alcohol is illegal on public property and no special event shall allow the sale or consumption of alcoholic beverages except as follows:

A. Where the city leases a structure to a tenant and their approved lease allows consumption of alcoholic beverages for approved events. Lessees shall not permit drinking alcohol outside of leased structure. Lessee must also obtain a license from the Washington State Liquor and Cannabis Board and provide a minimum of \$1,000,000 liquor liability coverage.

B. Locally produced alcohol sales are allowed at farmers' market special events consistent with law. No consumption is allowed.

11.02.108 Smoking.

It is unlawful for any person to smoke or light cigars, cigarettes, tobacco, marijuana or other smoking material or to vape during special events or park use permit.

11.02.110 Appeal procedure.

Upon denial of a permit by the city administrator or their designee, an applicant may appeal to the city council by filing a written notice of appeal for hearing by the city council five days in advance of its next meeting. Upon such appeal, the city council may reverse, affirm, or modify the administrator's determination.

11.02.120 Permit – Revocation.

The city administrator or their designee shall have the authority to revoke a permit if omissions to the application or false information was provided. The city administrator or their designee shall also have the authority to revoke a permit if an event cannot be held due to a public health directive or declaration of a state or local emergency. If a permit is revoked due to a public health directive or other emergency measures, the application fee shall be refunded to the applicant. In the event of revocation, the city administrator or their designee shall notify the permittee of the revocation, in writing, as soon as reasonably possible.

11.02.130 Violation – Penalty.

Violation of any portion of this chapter is an infraction and subject to a penalty of \$1,000 as provided in GHMC [1.16.010\(D\)](#).

11.02.140 Businesses participating in a special event.

When two or more entities temporarily gather for a special event under the direction and supervision of a nonprofit organization, only one special events permit shall be required.

The sponsoring nonprofit organization shall be responsible for obtaining the permit.

11.02.150 Special Restrictions – Skansie Brothers Park, Eddon Boat Park, and Ancich Waterfront Park.

- A. During the months of May through September, no more than two weekend special events shall be permitted per calendar month at each park: Skansie Brothers Park, Eddon Boat Park, and Ancich Waterfront Park. City-sponsored events, events approved by a lease agreement, and special expressive events do not count toward the limit of two weekend special events.
- B. At Eddon Boat Park, special events shall be limited to a maximum of 30 people for the entire park area, excluding the Boat Yard Building.
- C. Skansie Brothers Park may be reserved for periods of four hours maximum. All setup and cleanup must be completed within the four-hour event limit. City-sponsored events, public special events and special expressive events are not subject to the four-hour event limit but require an application be submitted.
- D. The view platform at Skansie Brothers Park shall not be reserved for special events.

11.02.160 Special expressive events.

When a special expressive event permit is sought, the following exceptions shall apply:

- A. Where the event will not require temporary street closures or other special provisions, no fee shall be required for processing the permit.
- B. The insurance requirements of GHMC [11.10.080](#) may be waived by the city administrator or their designee; provided, that the sponsor has filed with the application a verified statement that the sponsor intends the event purpose to be First Amendment expression and the cost of obtaining insurance is financially burdensome and would constitute an unreasonable burden on the right of the First Amendment expression.

11.03 Park Use Permit

11.03.010 Purpose and intent

- A. The purpose of this chapter is to provide reasonable supervision of park activities of a for-profit entity that wishes to use a park or trail for money-generating activities that are less impactful to park use than a special event; such as filming activities, photography sessions with more than one client or group, or group fitness classes for a fee.
- B. The intent of this chapter is to allow limited use of parks and trails for these for-profit activities as noted in section A above, with a less onerous permitting process.

11.03.020 Permit – required

- A. No person or business entity shall engage in for-profit activities in a park or on a trail unless a park use permit has been obtained from the city administrator or their designee. A permit must be obtained if an event or activity involves public promotion of an event or collection of money. The city administrator or their designee has authority to determine when a permit is required.
- B. No permit will be required if the park use is not advertised and is limited to one client, i.e.- senior or family photos.

- C. The permit shall be valid for one calendar year and will allow multiple events per year.
- D. No permit shall be issued for direct sales in parks or on trails. Direct sales must be part of a special event.
- E. The permit allows access to the park or trail, but does not guarantee or reserve a specific part of the park or trail. Special events or paid rentals will have priority over park use permit holders.

11.03.030 Permit - Fee

The fee for a park use permit shall be set by city council by resolution.

11.03.040 Permit – Application - Contents

Applications for a park use permit shall include, but are not limited to:

- A. Name and address of applicant and associated business;
- B. Nature of park use:
- C. Number of park uses estimated in one year:
- D. Probable number of participants per event;
- E. Name(s) of parks to be utilized
- F. Hold harmless agreement that removes liability from the city.

11.03.050 Permit – Application – Filing Period

- A. A complete application for a park use permit shall be filed with the city administrator or their designee not less than 14 days from the first park use of the year.
- B. A permit must be renewed each calendar year to continue for-profit park use.

11.03.060 Permit – Issuance standards

After internal review, the city administrator or their designee may issue a park use permit, unless:

- A. The proposed activities will disrupt regular or permitted special use of the park
- B. The size or nature of the park use(s) will exceed 30 people.
- C. The permit involves product sales or solicitation at a park or trail.
- D. The activities will have signs or banners onsite at the park or trail advertising the park use.

11.03.070 Permit – Revocation

The city administrator or their designee shall have the authority if omissions on the application or false information is discovered. If a permit is revoked, the permittee shall be notified, in writing, as soon as reasonably possible.

11.04 Docks and piers

11.04.010 Public Use.

- A. The City of Gig Harbor owns and maintains several public piers, docks and floats for the use and enjoyment of the general public, including Eddon Boat Dock, Community Paddler's Dock, Jerkovich Pier, Jerisich Dock, and Maritime Pier.

B. The City operates Ancich Pier, Ancich Netshed and the Commercial Fishermen's Homeport for the use and enjoyment of commercial fishing operators and the general public, with limitations set forth in this title. The general public may use the pier for enjoyment but shall not interfere or inhibit the use of the pier by a commercial fishing operator. Commercial fishing operators may, for short duration, restrict portions of city docks or piers for safety reasons during work that presents a danger to the public as identified by the commercial fishing operator.

11.04.020 Prohibited Activities. The following activities are prohibited at all city-owned recreational piers, docks and floats, unless permitted for a specific dock in a section below:

- A. Fueling repairing or maintenance of watercraft
- B. No consumption of alcohol, unless consumed on a watercraft that is moored at Jerisich Dock.
- C. No smoking or vaping.
- C. No commercial activity is allowed on city docks, unless authorized as part of a lease, use agreement, or special event.
- D. Users are prohibited from placement of watercraft, fishing gear or equipment on a dock for a period of more than 15 minutes and no allowed placement shall create a hazard for other dock users, except as allowed for commercial fishing operators at specific docks and piers.
- E. Users are prohibited from tying unattended watercraft to docks for more than 15 minutes, except at Jerisich Dock.
- F. Any watercraft queued at the dock, shall be allowed access based on their place in the queue and may access docks in the order in which watercraft arrive at the dock.
- F. Jumping, diving or swimming is prohibited from public docks and piers.
- G. Fishing and shellfishing, including crabbing, is prohibited anywhere that will impede pedestrian access or watercraft access to a dock or pier.

11.04.030 Eddon Boat Dock.

- A. The dock at Eddon Boat Park is located adjacent to the Eddon Boat Building, which is leased by a private nonprofit organization. B. The pier, ramp and float are available for use by the lessor at the property, per terms of their lease.
- C The public shall be allowed to use the dock to moor nonmotorized watercraft, by the bow only, for up to three hours on the southern sides of the float, and on the north side when not in use for Eddon Boat Building lessee programming.
- D. The lessee at the Eddon Boat Building is allowed exclusive use of the eastern side of the float.
- E. The marine railways are not a part of the public park and are off-limits to the public.

11.04.040 Ancich Pier.

- A. The Ancich Pier (pier) is part of the city of Gig Harbor's Ancich Waterfront Park. It also contains the Ancich Netshed, which is covered by GHMC 11.30.050.
- B. The general public may use the pier for enjoyment but shall not interfere or inhibit the use of the pier by a commercial fishing operator.

11.04.050 Ancich Netshed.

A. The Ancich Netshed (netshed) is part of the city of Gig Harbor's Ancich Waterfront Park and extends over the waters of Gig Harbor for the use and enjoyment of commercial fishing operators and the general public, with limitations set forth in this Title.

B. When the netshed doors are open, the general public may enter the netshed but shall not interfere or inhibit the use of the netshed by a commercial fishing operator.

C. Any commercial fishing operator queued at the netshed shall be allowed access based on their place in the queue and may access the netshed in the order in which users arrive at the netshed.

D. Any commercial fishing operator using the netshed must have a properly executed Ancich Netshed use authorization form.

E. Any commercial activity conducted by users from the netshed shall only be performed by commercial fishing operators. Retail sales can only be performed by vendors who maintain a current business or peddler's license from the city and any other required state or local license.

F. Violations of this chapter by commercial fishing operators shall be remedied in accordance with the properly executed Ancich Netshed use authorization form.

11.04.070 Jerkovich Pier

A. The Jerkovich Pier (pier) is part of the city of Gig Harbor's Ancich Waterfront Park and extends over the waters of Gig Harbor Bay for the use and enjoyment of commercial fishing operators and the general public, with limitations set forth in this Title.

B. No watercraft may moor to the pier.

C. User shall not store any watercraft or commercial fishing gear or equipment on or over the grated surfaces of the pier for a period exceeding 15 minutes.

11.04.080 Community Paddler's Dock

A. The community paddler's dock (dock) is part of the city of Gig Harbor's Ancich Waterfront Park and extends over the waters of Gig Harbor for the use and enjoyment of the general public for launching nonmotorized watercraft, with limitations set forth in this Title.

B. Users are allowed use of the dock to actively launch human-powered watercraft into or out of Gig Harbor Bay.

C. Moorage of watercraft at the dock is prohibited.

D. Dock operating hours:

1. The public is permitted access to the dock and the associated upland boat storage building each day beginning at dawn as defined in Chapter [11.01.010](#) GHMC and ending at 6:00 p.m. or dusk, whichever is later.

2. The tenants of the private float system waterward of the dock shall be allowed access to the dock 24 hours a day for the purposes of accessing their private float system.

E. Motorized watercraft are prohibited from being located at or on the dock.

F. The dock is available to the general public for free public use and access on a first-come, first-served basis.

11.04.090 Jerisich Dock

A. The Jerisich public dock (dock) extending from Skansie Brothers Park into the waters of Gig Harbor Bay is operated by the city of Gig Harbor for the use and enjoyment of the general public, with limitations set forth in this Title. . This chapter will also include regulation of any mooring buoys provided by the city in this same vicinity.

B. Rafting of vessels is allowed on the east side of the dock, but prohibited on the west side of the dock. Furthermore, stern-tying of vessels is allowed on the east side of the dock, but prohibited on the west side of the dock. Vessels may only moor temporarily to the marked area adjoining the wastewater pumpout for purposes of using that service.

C. There shall be no motorized vehicles on the dock except as authorized by the city.

D. Reserving moorage prohibited. All dock areas are first come, first served. Moorage areas shall not be reserved unless otherwise granted written permission from the city.

E. Mooring time limit. Except for city-owned or boats receiving prior authorization from the city, a boat shall not be moored at the dock and/or a mooring buoy in excess of three overnight periods, whether continuous or not, within any 10-day period. Any prior authorization shall be obtained from the chief of police or his/her designee. This authorization does not remove the requirement to pay appropriate moorage fees.

F. Dock operating hours.

1. The public is permitted access to the dock each day beginning at dawn as defined in Chapter [11.01.010](#) GHMC and ending at 6:00 p.m. or dusk, whichever is later.

2. Those owning boats moored to the dock may also access the dock and associated upland dock facilities between dusk and dawn.

G. Commercial activity prohibited.

1. There shall be no commercial activity conducted from the dock.
2. Commercial boats shall only be allowed to moor temporarily at the load/unload zones of the dock unless otherwise granted written permission from the city.

H. Load/unload zones

1. A portion of the dock shall be set aside and clearly marked and posted on the dock for loading and unloading of boats.

2. Boats may temporarily use the load/unload zone only for the purpose of loading and unloading of passengers; a person responsible for navigating such boat shall remain with the vessel while temporarily moored at the dock; and such boat shall be moved from the load/unload zone immediately after passengers have disembarked.

I. Moorage fees

1. Moorage fees are not charged at the following locations; however, the time limits prescribed in GHMC11.04.090(F) shall apply:

- a. Dinghy and nonmotorized craft area;
 - b. Mooring buoys.
- 2. Except as provided in subsection I(1) of this section, each boat shall pay the moorage fee established by resolution when any one of the following conditions exist:
 - a. The boat is moored overnight, including rafted boats; or
 - b. The boat is connected to a power outlet at the dock; or
 - c. The boat is connected to a water outlet at the dock
- 3. Operators with a Disabled Veteran Lifetime Pass from Washington State Parks shall not be charged moorage fees, but still must register at the kiosk and have Lifetime Pass displayed.
- 4. For each boat showing proof of payment of the moorage fee for mooring overnight the following utilities are provided at no additional charge:
 - a. Power: typically available year round at the dock; and
 - b. Water: typically available between April 1st and October 31st of each year at the dock.
- 5. Proof of payment of the moorage fee shall be displayed in a visible dock-side window on each boat required to pay moorage fees per subsection I(2) of this section. If the boat does not have a visible dock-side window, the proof of payment shall be displayed on a dock-side vertical surface above the gunwale.
- 6. Falsifying vessel identification and/or size on moorage payment information shall be a violation of this chapter.
- 7. Payment of moorage fees shall be made using a credit card or debit card only at the payment kiosk located on the shoreline adjacent to the dock.
- 8. Mooring buoys may be used by boats at no charge; however, depth and/or boat length limits may apply as posted. The same moorage time limits outlined in GHMC11.04.090(E) shall also apply to city-owned mooring buoys. Vessels using mooring buoys must register and display proof of registration, but there will be no fee charged for use of the buoy.

J. Dinghies and human powered craft.

- 1. Dinghies and human powered craft shall only be tied to the following locations on the dock:
 - a. Where posted specifically for the type of boat; or
 - b. Alongside the larger boat to which they are a tender.
- 2. Dinghies and human powered craft tied to the dock and not within a designated area are subject to moorage payment

11.04.90 Maritime Pier

- A. The Maritime Pier (pier) is accessed from land that is city right-of-way, with limitations set forth in this Title.
- B. The general public may use the pier for enjoyment but shall not interfere or inhibit the use of the pier by a commercial fishing operator. No watercraft may use the Maritime Pier for loading and unloading purposes for a period exceeding 15 minutes, unless authorized by the city under a properly executed Maritime Pier commercial vessel use authorization.

- C. Other than loading and unloading, there shall be no commercial activity conducted from the Maritime Pier.
- D. The float shall be set aside and clearly marked and signed for unloading and loading of watercraft passengers for a period of time not to exceed 15 minutes. A person responsible for navigating such watercraft must remain with the vessel while using the Maritime Pier. Any watercraft shall be moved from the unloading/loading zone immediately after loading or unloading if another watercraft needs to use the unloading/loading area.

11.04.110 Moorage penalties and remedies

The following violations of GHMC 11.04 shall be civil infractions:

- A. Moorage without registering or without paying the established fee; continuing to moor without paying the established fee as it becomes due. The civil penalty shall be \$100.00. Each calendar day on which a failure to pay the moorage fees occurs shall constitute a separate civil infraction.
- B. Moorage in a restricted loading/unloading area or prohibited area. The civil penalty shall be \$100.00. Each calendar day on which a watercraft is moored in a restricted or prohibited area shall constitute a separate civil infraction.
- C. Falsifying vessel identification and/or size on moorage payment information. The civil penalty shall be \$250.00. Each calendar day on which a watercraft has falsified such vessel identification and/or size information shall constitute a separate civil infraction.
- D. Exceeding the mooring time limit of more than three overnight periods in any 10-day period without prior authorization. The civil penalty shall be \$100.00. Each calendar day on which a watercraft is moored beyond the prescribed time limit shall constitute a separate civil infraction.
- E. The police department shall be responsible for issuing civil infractions pursuant to this section. The police department shall utilize the city's standard parking ticket when issuing notices of infraction pursuant to this section. The moorage/parking ticket will be issued and served upon the violating boat.

11.04.120. Abandoned boats and remedies

- A. Boats that remain moored at any city dock in violation of this chapter beyond 10 days shall be deemed a public nuisance under RCW [35.27.410](#) and in violation of the safety, health, morals and general welfare of the city.

B. Such remedies given by law for the prevention and abatement of nuisances shall apply hereto.

C. Appropriately located signs shall inform users of the moorage fees and time limits as expressed in this chapter and shall be deemed notice as warning of impoundment by violations.

D. Violation of any portion of this section shall be just cause for the violating boat to be cabled to the dock to insure compliance with this chapter. Upon proper notice in accordance with subsections F and G of this section, the violating boat shall be impounded.

E. For the purposes of this chapter, the fact that a boat has been so left beyond 10 days without permission or notification of the police department is prima facie evidence of abandonment.

F. When boats are found in violation of this section, the registered owner shall be notified by certified or registered mail that such boat is in violation of this chapter and has been impounded by the city pending issuance of notice of infraction in accordance with GHMC 11.04.110 and is subject to seizure if not claimed within 30 days.

G. When boats are found in violation of this section and parties claiming ownership to said boats are not known, a notice of violation of this chapter shall be affixed to a prominent portion of the boat stating that the boat is in violation of this chapter and has been impounded by the city pending issuance of notice of infraction in accordance with GHMC 11.04.110 and are subject to seizure if not claimed within 30 days.

H. Such notice described in subsections F and G of this section shall include the redemption procedure and the opportunity for hearing to contest the propriety of impoundment. If the owner of the boat is not known, publication of the boat's description, make, model, size, and color, plus details of impoundment, redemption procedure and the opportunity for hearing to contest the propriety of impoundment within a newspaper of general and local readership shall constitute sufficient notice.

I. After 30 days of receipt of the registered or certified mail or publication in a general and local newspaper providing notice of the impoundment, the city shall hold for sale the impounded boat. Proceeds of the sale shall be applied to the towing and storage fees incurred through impoundment and any excess shall be deposited in the city treasury.

11.05 Cushman Trail

11.05.010 Purpose and intent

The Cushman Trail extends from Borgen Boulevard south through the city and outside of city limits, mostly on property owned by Tacoma Public Utilities and governed by a use agreement. Public use of the trail is governed by the Park Rules outlined in this

Title, except for operating hours.

11.05.020. Parking at trailheads

Parking at the Borgen trailhead and Grandview trailhead is limited to 2 hours after dusk and before dawn.

11.05.030 Internal combustion engines prohibited

All vehicles, bicycles and scooters with internal combustion engines are prohibited on the Cushman Trail, except for emergency vehicles and maintenance vehicles as authorized by the use agreement between Tacoma Power and the city.

11.05.040 Electric motorized bicycles and scooters

Bicycles and scooters and personal assistive mobility devices are governed by GHMC 8.30.

11.06 Conservation Properties

11.06.010 Purpose

The city owns several properties classified as conservation properties, including the tx^waalqəł Conservation Area and Old Burnham Properties. The primary purpose of these properties is to preserve the natural environment.

11.06.020 Allowed uses

Passive park use is allowed, including hiking, running or walking on designated trails and nature viewing. Other allowed uses may be specified in property-specific management plans.

11.06.030 Prohibited Uses

Bicycle riding, horseback riding, motor vehicles, unauthorized destruction of plant life and off-leash pets are prohibited in conservation properties.

11.07 Penalties

11.07.010 Parks Code Violations

Failure to comply with any of the provisions of this chapter shall constitute a civil infraction, subject to a penalty as provided in GHMC [1.16.010\(D\)\(3\)](#), unless otherwise specified in chapters above.

Section 5. Severability. If any section, sentence, clause, or phrase of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this ordinance.

Section 6. Correction of Errors. The city clerk and codifiers of the ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering,

section/subsection numbers and any references thereto.

Section 7. Effective Date. This ordinance shall take effect and be in full force five (5) days after passage and publication of an approved summary consisting of the title.

ADOPTED by the Council of the City of Gig Harbor at a regular meeting thereof, held this 13th day of October, 2025.

Mary Barber
Mayor

Approved as to form:

Attest:

Daniel Kenny
City Attorney

Joshua Stecker, CMC
City Clerk

UPCOMING GIG HARBOR CITY MEETINGS

ALL AGENDA ITEMS TENTATIVE – SUBJECT TO CHANGE

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

Day	Date	Time	Group	Agenda Items
M	Oct. 13	5:30pm	City Council Meeting	<i>See Agenda</i>
TH	Oct. 16	3:00pm	City Council Study Session	• Introduction of Historic Preservation Commission Appointee (Mark Brown confirmed) and Lodging Tax Advisory Committee Appointees (Stephanie Lile, Jannae Mitton) • State Legislative Pre-Session Discussion (Admin - 60-min) • Tiered Water Rates – Structure Review (PW - 20 min)
TH	Oct. 16	5:30pm	Planning Commission	• Phase 2 Code Development
TU	Oct. 21	11:00am	Arts Commission	
TH	Oct. 23	4:00pm	City Council Study Session FULL	• Community Diversity and Engagement Committee Data Discussion (CDE Presenting – 30 -min) • Landlord Tenant Protections Discussion (H3 - 15 min)
M	Oct. 27	5:30pm	City Council Meeting	Presentations: • Report from Gig Harbor Youth Council • Outstanding Wastewater Treatment Plant Award Consent: • Appointment of Mark Brown to the HPC • Reappointment of Stephanie Lile and Jannae Mitton to the LTAC • Second Reading and Adoption of Ordinance 1553 Forged Fiber Franchise Agreement • Property Management Plan - tx'aaalqəł Conservation Area Phase 4 Business: • Second Reading and Adoption of Ordinance 1551 Phase 1 Code Development • Second Reading and Adoption of Ordinance 1552 Map Amendments • First Reading and Adoption of Ordinance XXXX Setting Annual Property Tax Levy • Professional Services Contract – Amendment #4: 38th Ave Half-width Improvements • Professional Services Contract – Amendment #4: Commercial Fishing Homeport • First Reading of Ordinance XXXX Adjusting Utility Rates • Change Order #XX for Sport Complex Phase 1B – Additional Trash Enclosure Staff Report: Quarterly Budget Update Executive Session
TH	Oct. 30	3:00pm	City Council Study Session FULL	• North Creek Culvert Replacement Project – Remote Site Incubator Discussion (40 min) • Summer Lane Wastewater Comprehensive Plan Amendment (15 min) • Gig Harbor North Trail Easement (10 min) • Laguna's on the Bay Utility Extension Agreement (10 min)

UPCOMING GIG HARBOR CITY MEETINGS
ALL AGENDA ITEMS TENTATIVE – SUBJECT TO CHANGE

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

Day	Date	Time	Group	Agenda Items
W	Nov. 5	5:30pm	Parks Commission	Crescent Creek Park Master Plan – Preferred Concept
TH	Nov. 6	5:30pm	Planning Commission	
M	Nov. 10	5:30pm	City Council Meeting	Pledge of Allegiance: Troop 43751 Consent: - Professional Services Contract – Amendment #2: Lift Station #5A - Resolution 13xx – Adopting the 2025 Active Transportation Plan Business:
TH	Nov. 13	3:00pm	City Council Study Session FULL	- Crescent Creek Park Master Plan – Preferred Concept (30 min) - YMCA Sports Complex Services Agreement (30 min) - Representative Adison Richards (15-min)
TU	Nov. 18	11:00am	Arts Commission	
TH	Nov. 20	5:30pm	Planning Commission	
M	Nov. 24	5:30pm	City Council Meeting	Consent: Business: - Professional Services Contract with HDR Consultants for CWWP-
W	Dec. 3	5:30pm	Parks Commission	
TH	Dec. 4	5:30pm	Planning Commission	
M	Dec. 8	5:00pm	Reception	Reception honoring outgoing Councilmembers
M	Dec. 8	5:30pm	City Council Meeting	Business: Crescent Creek Park Master Plan – Adoption
TH	Dec. 11	3:00pm	City Council Study Session	- Soundview Forest Stormwater Park Grant (20 min) - Board/Commission Discussion
TU	Dec. 16	11:00am	Arts Commission	

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

Adopted by Resolution 1340, July 14, 2025

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

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