

AGENDA
GIG HARBOR PARKS COMMISSION
Wednesday, December 3, 2025, 5:30 p.m.

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

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

- I. CALL TO ORDER / ROLL CALL**

- II. APPROVAL OF MINUTES:** November 5, 2025

- III. PUBLIC COMMENT**

- IV. DISCUSSION ITEMS**
 - a. 2026 Work Plan**

- V. PARKS DIVISION UPDATE – Parks Manager Jennifer Haro**

- VI. COMMISSIONER REPORTS & COMMENTS**

- VII. ADJOURN**

Next Regular Meeting: Wed., January 7, 5:30pm

MINUTES
GIG HARBOR PARKS COMMISSION MEETING
Wednesday, November 5, 2025 - 5:30 p.m.
Civic Center Community Rooms

CALL TO ORDER/ ROLL CALL: Chair Louise Tieman called the meeting to order at 5:32 p.m. Commissioners Stace Gordon, Larry Johns and Andrew Peabody were present. Vice Chair Hanley Bonyngne and Commissioners Guy Magnus and Kim Anderson were absent.

APPROVAL OF MINUTES: The minutes of the September 3rd meeting were unanimously approved.

PUBLIC COMMENT: Local resident Steve Paris attended the meeting to voice his concern over the master planning process, specifically the handling of the vacant building inside of Crescent Creek Park, and the new noise ordinance. He also provided comments from KGI Watershed representative Lucinda Wingard. Commissioners listened and provided appropriate responses.

DISCUSSION ITEMS:

A. Crescent Creek Master Plan – Final Recommendation.

Commissioners gave their recommendation based on the final preferred master plan concept of Crescent Creek Park: “We resolve to recommend the preferred master plan, including demolition of the masonic lodge and inclusion of a large shelter in that area. We additionally recommend adding notes to convey additional considerations including: additional right of way improvements and traffic calming, vegetation to support wildlife habitat, and minimize disturbance to native garden.”

(Tieman motions, Peabody 2nds)

PARKS DIVISION UPDATES:

Parks Manager Jennifer Haro updated the commission about the Crescent Creek master plan next steps, as well as the services agreement between the City of Gig Harbor and the YMCA regarding phase 1A of the GH Sports Complex. Parks Manager Haro also provided updates about Soundview Forrest Park requiring removal of numerous hazardous/sick trees, and updates about the Cushman Trail loop connection project.

COMMISSIONER REPORTS & COMMENTS

ADJOURN: The meeting adjourned at 6:59 p.m.

Scott Keely

Public Works Assistant- Parks

PARKS COMMISSION ANNUAL WORK PLAN 2022-2025

The Gig Harbor Parks Commission is a seven-member citizen panel that advises the City Council on the acquisition, development, and renovation of parks, trails, open spaces, and recreation facilities in the city.

The Commission plays an important role in the development of policies and plans for the park and open space system, reviews and recommends such documents to City Council, and may oversee the implementation of public process for significant capital investments and park policy initiatives. It functions as the designated public forum for park concerns about the park system in the City.

The **Values** and **Goals** of the Commission are determined by members and presented to the City Council for consideration for exploration, policy development, or implementation by the Mayor. These must compliment the 9 Goals of the city's [PROS Plan](#)/Comprehensive Plan, **referenced in the attached Work Program as PROS #1-#9**

The exact duties of the Parks Commission are stated in the city's Municipal Code, within [Title 2](#), captured below, **duties referenced in the attached Work Program as Code A-F:**

- A. As directed by the council, the commission may make informal investigations and informal surveys concerning the future park, playground and recreation resources of the city;
- B. As directed by the council, the commission may formulate draft plans for the future development of the parks and playgrounds system of the city;
- C. The commission may recommend to the city council regarding planning, promotion, acquisition, construction, and development of public recreational facilities and recreational programs;
- D. The commission may review the proposed annual budget for the operation, maintenance and acquisition of public recreational facilities of the city;
- E. To cooperate with any and all departments of the city and with public school authorities, Pierce County, the state of Washington, Peninsula Metropolitan Park District, and other cities and jurisdictions in the surrounding area in the furtherance of a well-rounded parks and recreation program;
- F. To recommend such rules and regulations in regard to the use of city parks and city recreational facilities as shall best serve the interests of the public.

PARKS COMMISSION ANNUAL WORK PLAN 2022-2025

WORK PLAN ITEM	OBJECTIVE PER PARKS COMMISSION'S ROLE	-CODE DUTY -PROS GOA: -PC GOAL: -PC VALUE:	YEARS: 2022, 2023, 2024, 2025	PRIORITY RATINGS High-Med-Low
1. Park Evaluation	Data collection and application regarding demographics, user experience, etc.	Code A-F PROS#1,3,4	2022-2025	3-2-1 Council: Yes/No or More Discussion
a. Community Input, User Experience	Conduct outreach through commission meetings, surveys, interviews, QR Codes at parks, and through tours/meetups at parks		2022-2025	3-2-1 Council: Yes/No or More Discussion
b. Use Monitoring Tools for Park Status	Utilize evaluation tool(s) designed for Commissioners, Council, staff, & users		2022-2025	1-2-3 Council: Yes/No or More Discussion
c. Park Standards	Establish Park Standards that address park safety, desired outcomes, and instruct maintenance expectations		2023	2-4-0 Council: Yes/No or More Discussion
2. Capital Improvement Program of the PROS Plan	Investigate cost savings concepts for projects and implementation strategies ahead of biannual budget	Code C, D PROS	2022-2025 Ahead of biannual budget	1-2-3 Council: Yes/No or More Discussion
3. Local Recreation Access Improvements	Ensure local recreation access in equitable manner	Codes A-F, PROS	2024-2025, Based on Comp. Plan growth	3-3-0 Council: Yes/No or More Discussion
4. Shoreline Access for Recreation	Investigate waterfront access for public and underserved populations, coordinate efforts with Shoreline Master Program in places like Old Ferry Landing	Code E Value: Equity in shoreline accessibility	2024 With Comp Plan Update	4-0-2 Council: Yes/No or More Discussion
5. Accessibility (ADA) Planning for Parks	Evaluate and improve ADA access; Establish goals and evaluate progress	Code C Value: Accessibility	2023-2025	2-3-1 Council: Yes/No or More Discussion

PARKS COMMISSION ANNUAL WORK PLAN 2022-2025

<u>WORK ITEM</u>	<u>OBJECTIVE</u>	<u>SOURCE</u>	<u>YEARS</u>	<u>PRIORITY</u>
PROS-Plan Based Work Items				
6. Natural Conservation Protections/Open Space Acquisition and Management	Coordinate across City Plans for Natural Conservation and Open Space Management	PROS#2&5 Value: Environment al Health	2022-2025	5-0-1 Council: Yes/No or More Discussion
a. Develop Conservation Strategy	Per PROS Plan, identify priorities and processes to guide the City’s land conservation interests		2023	2-3-1 Council: Yes/No or More Discussion
b. Develop Open Space Management Plan	Identify public lands and conserved critical lands for coordinated management approaches		2023-2025	2-3-1 Council: Yes/No or More Discussion
7. Coordination of Environmental Protection, Enhancement, Sustainability efforts in Parks	Support efforts for urban forestry management, natural creek protection, and wildlife corridors, including daylighting and culvert removals	PROS#2&5 Value: Access to natural systems	2022-2025	4-2-0 Council: Yes/No or More Discussion
a. Critical Area Enhancement	Investigate and recommend enhancement efforts, as budgeted		2022-2025	
b. Recycling Program in Parks	Review and Promote Recycling Program in Parks, through partnerships		2022-2024	
8. Development of Trail Program: Coordinate with City plans; Review Trail Projects; Coordination of non-motorized systems	Create an inventory of trails, walking routes, standards, and access to them throughout the city	PROS#3&6 Value: Connectivity & Access	2022-2025	3-3-0 Council: Yes/No or More Discussion
9. Park Master Planning	Revisit the master plans for parks regularly, tracking phases and anticipate needs for new plans; advise on stakeholder outreach	PROS#4 Value: Best & Highest Use of Park	2022-2025	0-3-3 Council: Yes/No or More Discussion
10. Historic Structure preservation to include programming	Ensure Historic Preservation Plans and leverage support	PROS#7 Value: Heritage	2022-2025	2-2-2 Council: Yes/No or More Discussion

PARKS COMMISSION ANNUAL WORK PLAN 2022-2025

WORK ITEM	OBJECTIVE		YEAR	PRIORITY
Goal and Value Based Projects				
11. PROS Plan Monitoring	Conduct an annual review of plan with staff	Value: A cohesive and efficient parks program	2022-2025 Each Spring	2-1-3 Council: Yes/No or More Discussion
12. Parks Appreciation Day	Lead an annual, volunteer citywide parks cleanup each spring	Value: Community Stewardship	2022-2025	2-3-1 Council: Yes/No or More Discussion
13. Adopt-A-Park Program (being revised to focus on areas, rather than park-specific efforts)	Support and expand Volunteer Program Opportunities	Goal: Promote and encourage volunteer citizen groups	2022-2025 Annual Review	1-2-3 Council: Yes/No or More Discussion
a. Donation List for Parks – Revise to only include replacement furnishing, not new ones.	Assist with donation policy and programming, recommend policies to Council		2022-2023	
14. Promotion of the Parks Facilities	Ensure there is a complete inventory of existing park facilities for optimal public access, QR code and maps at sites	Value: Public Recreation Opportunity and Park useability	2022-2025	3-0-3 Council: Yes/No or More Discussion
a. Park Reservation System	Review the system and make recommendation on policies, fees, access.		2022-2023	Existing budget item
b. Development of Sign Program	Create system for coordinated signage in parks, on trails		2023-2024	1-1-4 Council: Yes/No or More Discussion
15. Old Burnham Properties Feasibility and Long-use Plan/Visioning	Study trail options across properties which would include obtaining public access to connect the two sections of public land.	Value: Public Access to Open Space	2025	NOT BUDGETED 1-3-2 Council: Yes/No or More Discussion
16. Public Access to the Shoreline at Ferry Landing	Study options for safe public access to the beach.	Value: Public Access to Shoreline	2024	NOT BUDGETED 1-2-3

PARKS COMMISSION ANNUAL WORK PLAN 2022-2025

				Council: Yes/No or More Discussion
WORK ITEM	OBJECTIVE		YEAR	PRIORITY
Commission Role as Public Forum for Park Projects				
17. Continuing Review of Funded Park Capital Projects at milestones:	Remain apprised of status and updates on capital projects occurring in city parks.	Value: Public Review and Participation	2022-2025	2-3-1 Council: Yes/No or More Discussion
a. Anich Park, Homeport	Received reports from the stakeholder reviews as well as staff efforts towards fundraising		2022-2025	In Progress
b. BMX/Bike Playground, Pump Track	Formulate a plan for BMX/bike interests in coordination of master park plan for Crescent Creek Park		2028	Planned
c. Crescent Creek Visioning (incl. Masonic Lodge Study)	Complete a visioning and programming process that includes public input to develop a Master Plan for the park properties encompassing Crescent Creek Park and the associated public waters		2023-2025 2026: Anticipate Phase 1	In Progress
d. Cushman Trail, Phase 5	Participate in Feasibility Review of Phase 5, Prepare for project implementation with partners		2023 2024-2025	Planned
e. Cushman Trail Spur to N. Harborview	Support a feasibility study for a spur that would connect Cushman trail to Harborview Drive near Austin Estuary		2026-2027	Planned
f. Gig Harbor Sports Complex	Ensure the goals of the project are met, i.e. constant monitoring of master plan, strategic use of investment, and careful development of complex		2022-2030	In Progress
g. Harbor Hill Open Space	Work with local interests including planning an environmental sanctuary on private property		2022-2023	In Progress
h. KLM Veterans Park	Support planning of a loop trail within the open space on the park, improving access		2027	Planned
i. Shaw Park	Prepare for and conduct master planning for Shaw Park; coordinating for its expansion		2027	Planned
j. Wilkinson Farm Park Visioning	Facilitate a visioning process that includes public		2027	Planned

PARKS COMMISSION ANNUAL WORK PLAN 2022-2025

	input for the parcels encompassing the park.		
k. Wilkson Barn Stabilization	Assist with Planning and Funding Barn Stabilization	2027	Planned