

AGENDA
GIG HARBOR CITY COUNCIL MEETING
Monday, April 27, 2026 - 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. Mental Health Awareness Proclamation

PUBLIC COMMENT ON CONSENT AGENDA ITEMS

CONSENT AGENDA

1. Approval of Vouchers: AP check numbers 202200 thru 202316, PR check numbers 109130 thru 109142, and ACH payments in the amount of \$1,575,774.55
2. Approval of Payroll
3. Appointment of Robin Avni and Nora Eckstein and the Reappointment of Kris Robinson to the Arts Commission with Terms Expiring March 31, 2029
4. Interlocal Agreement with Pierce County for LS#5A Funding
5. Quit Claim Deed from Hunt Street Property from FISH Food Bank to City of Gig Harbor

6. **Resolution 1357 Authorizing the Submittal of a PSAR Grant Application for the North Creek Culvert Replacement Project**
7. **Resolution 1358 Authorizing the Submittal of a BAFBRB Grant Application for the North Creek Culvert Replacement Project**

MAYOR'S REPORT

CITY ADMINISTRATOR'S REPORT

1. **Department Updates**

BUSINESS ITEMS

1. **Resolution 1359 Setting a Public Hearing for Artena Lane Non-User Statue Right of Way Vacation**
Suggested Motion: Adopt resolution 1359 setting public hearing and first reading of ordinance for a right-of-way vacation.
 - a. Staff Report: Public Works Director Jeff Langhelm, PE
 - b. Clarifying Questions
 - c. Public Comment
 - d. Council Deliberation and Action
2. **Senior Services Grant Award Recommendation**
Suggested Motion: Move to approve the staff recommended Senior Services Grant Awardees.
 - a. Staff Report: Housing, Health, and Human Services Program Manager Shea Smiley, MSW
 - b. Clarifying Questions
 - c. Public Comment
 - d. Council Deliberation and Action
3. **South Sound Military & Communities Partnership (SSMCP) Elected Official Council Appointee**
Suggested Motion: Move to select an appointee for the South Sound Military and Communities Partnership (SSMCP) Elected Official Council.
 - a. Staff Report: Housing, Health, and Human Services Program Manager Shea Smiley, MSW
 - b. Clarifying Questions
 - c. Public Comment
 - d. Council Deliberation and Action

STAFF REPORTS

1. **Quarterly Finance & Budget Reports**

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.



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

Meeting Date: April 27, 2026

SUBJECT: Interlocal Agreement with Pierce County for LS#5A Funding

SUBMITTED BY: Senior Engineer Steven Demmer, PE

DEPARTMENT: Public Works

PHONE: 253-530-7076

SUGGESTED MOTION: Move to approve an Interlocal Agreement with the Pierce County Flood Control Zone District for grant funding of the Lift Station #5A Construction Project.

BACKGROUND INFORMATION: The City of Gig Harbor has been awarded up to \$1,000,000 in grant funding from the Pierce County Flood Control Zone District for the Lift Station No. 5 Improvement Project, as included in the District's 2026 Capital Improvement Program. The District has approved an Interlocal Agreement (ILA) establishing the terms and conditions for reimbursement of eligible project costs.

Lift Station #5, originally constructed in 1974 and located along the shoreline of Gig Harbor Bay, is vulnerable to sea level rise and future king tide events, and its existing components are beyond their service life. The project will replace aging equipment, relocate critical infrastructure to a higher elevation above projected 2080 tide levels, install a new pre-packaged lift station and backup generator, and rehabilitate existing sewer infrastructure to improve system resiliency and reduce seawater infiltration.

The total project cost is estimated at \$3,422,000, including approximately \$2,970,000 in construction. The City anticipates awarding the construction contract in the second quarter of 2026, with completion in spring 2027. Pierce County Flood Control Zone District funds will be used to reimburse a portion of construction costs.

FISCAL CONSIDERATION:

ATTACHMENTS:

1. Resolution No. 2026-5 with Exhibit_
-

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

RESOLUTION NO. 2026-5

A Resolution of the Pierce County Flood Control Zone District Relating to District Flood and Stormwater Projects and Approving an Interlocal Agreement between the District and the City of Gig Harbor for a District Funded Project.

Whereas, Resolution No. 2025-2, approved by the Pierce County Flood Control Zone District (District) on April 23, 2025, adopted an update to the Comprehensive Plan of Development which sets the District's goals and objectives and identifies regional policies, programs, and projects the District could fund that will reduce risks to public health and safety; reduce public infrastructure and private property damage; improve habitat conditions; and reduce maintenance costs while protecting and maintaining the regional economy; and

Whereas, the City of Gig Harbor Sewer Lift Station #5 is included in the Comprehensive Plan of Development as a critical public infrastructure project impacted by coastal flooding; and

Whereas, Resolution No. 2025-5, approved by the District on October 8, 2025, approved funding to be expended in 2026 for construction of the City of Gig Harbor Sewer Lift Station #5; and

Whereas, the District and the City of Gig Harbor are authorized to enter into this Agreement pursuant to RCW 39.34.080 and RCW 86.15.080(11); **Now, therefore**

BE IT RESOLVED by the Board of Supervisors of the Pierce County Flood Control Zone District:

Section 1. The Board of Supervisors approves the "Interlocal Agreement Between the Pierce County Flood Control Zone District and the City of Gig Harbor" attached as Exhibit A to this resolution for a District Funded Project.

ADOPTED this 8th day of April, 2026.

ATTEST:

**PIERCE COUNTY FLOOD CONTROL
ZONE DISTRICT**
Pierce County, Washington



Brenna Price
Clerk of the Board



Dave Morell
Flood Control Zone District Chair

**INTERLOCAL AGREEMENT BETWEEN
THE PIERCE COUNTY FLOOD CONTROL ZONE DISTRICT AND THE CITY
OF GIG HARBOR FOR
FOR A DISTRICT GRANT FUNDED PROJECT**

THIS INTERLOCAL AGREEMENT FOR PIERCE COUNTY FLOOD CONTROL ZONE DISTRICT GRANT FUNDED PROJECT ("Agreement") is made and entered into by and between the City of Gig Harbor, a Washington municipal corporation, hereinafter referred to as the "Grantee," and the Pierce County Flood Control Zone District, a Washington quasi-municipal corporation, hereinafter referred to as the "District." The District and the Grantee are individually a "Party" and collectively the "Parties." This Agreement shall be effective upon execution by the Grantee and the District.

RECITALS

A. The District's Board of Supervisors has adopted Resolution No. 2025-5, the District's 2026 budget resolution, which lists the included Capital Improvement Project that will be funded by the District in 2026.

B. Through a competitive process, the Grantee was awarded up to \$1 million dollars for the Sewer Lift Station #5 project in the City of Gig Harbor, identified in the 2026 Budget Resolution and further identified and described in **Attachment A**, attached and incorporated herein.

C. The District desires to provide funding for the Project consistent with the 2026 Budget Resolution and the terms and conditions of this Agreement.

D. Pursuant to Chapter 39.34 RCW and RCW 86.15.080, the Parties desire to enter into this Agreement to establish the terms and conditions of District providing grant funding for the Project.

AGREEMENT

In furtherance of the foregoing and in consideration of the following terms and conditions, the Parties agree as follows:

1. Definitions. In this Agreement, the following terms shall have the following meanings.

1.1 "Board" means the Board of Supervisors of the District.

1.2 "District Administrator" means the Director of the Pierce County Public Works and Utilities Department, or designee.

1.3 "Funds" shall mean the funds authorized for payment by the District to the Grantee for expenditures on the Project, as set forth in the 2026 Budget

Resolution and any subsequent budget resolutions or resolutions approving modifications to funds authorized or authorizing additional funds for the Project.

1.4 “Project” means the City of Gig Harbor Lift Station #5 as further identified and described in **Attachment A**, and as listed in 2026 Budget Resolution.

1.5 “2026 Budget Resolution” means District Resolution No. 2025-5.

2. Term of Agreement—Termination of Agreement—Survival of Agreement.

2.1 This Agreement shall be effective upon execution by both Parties and shall remain in effect until the earliest of the following: (a) the District has disbursed all Funds in accordance with this Agreement, (b) termination pursuant to Section 2.2, or (c) termination for particular Project for lack of funding authorization pursuant to Section 8.

2.2 Either Party may terminate this Agreement by providing written notice of termination to the other Party no less than sixty (60) days prior to the effective date of termination. Notice by the Grantee shall be provided to the District Administrator and notice by the District shall be provided to the chief executive employee of the Grantee. Alternatively, this Agreement may be terminated without notice upon mutual agreement of the Parties expressed in writing.

2.3 Sections 9, 10, and 11 shall survive any termination of this Agreement.

3. Design, Procurement, and Construction—Permits and Approvals—Submission of Documents. The Grantee shall design, procure, and construct the Project in compliance with all applicable laws, rules, and regulations, and shall obtain and be responsible for all approvals and permits for the Project. Prior to bidding of each of the Project, the Grantee shall submit copies of the bid documents, drawings, plans, and specifications for that Project to the District Administrator.

4. Project Work and Funding Sources. The descriptions and schedules for the Project are stated in **Attachment A**. When requested by the District Administrator, the Grantee shall submit further descriptions of the work and schedule information for the Project, a description of the funding sources for the Project, and a schedule of the expected receipt of all funds for the Project.

5. Payment and Use of Funds. The District shall pay Funds to the Grantee only for Project-related expenses that are consistent with the “Scope of Work for the FCZD Allocation” in **Attachment A**. The District will make payments pursuant to a procedure and schedule developed by the District Administrator, with reasonable requests by the Grantee considered.

6. Funding Limitation. The Grantee acknowledges and agrees that the financial obligations of the District pursuant to this Agreement are limited to payment of the Funds pursuant to this Agreement for each of the Project. The Funds were awarded based on the estimated cost of the Project, and the District shall not be responsible or liable for any Project-related expenses or costs in excess of the Funds authorized for a Project, regardless of whether the actual cost of that Project is greater than its estimated cost.

7. Withholding or Denial of Funds. The District reserves the right to withhold or deny payment of Funds for failure of the Grantee to comply with this Agreement, failure of any of the Project to meet the descriptions and schedules in **Attachment A** or in the further descriptions and schedules provided pursuant to Section 4, or failure of any of the Project to conform substantially to the bid documents, drawings, plans, and specifications.

8. Funding Duration—Automatic Termination. The Project is intended to be constructed or completed in one budget year. The District's obligation to provide Funds for any subsequent budget year is conditioned upon appropriation of Funds by the District for that subsequent budget year. A budget year ends December 31 of the designated calendar year. In order to be eligible for reimbursement, Project-related expenses must be incurred during a budget year for which the District has appropriated Funds, and Grantee must request reimbursement for the expenses no later than March 31 of the following budget year. The Grantee may, however, submit to the Board, no later than December 1 of a budget year, a written request for an extension of one year in order to incur the expenses of that current budget year, which the District will consider in its sole discretion. If the District approves Funds for a Project in one budget year but fails to approve Funds for that Project in a subsequent budget year, (a) this Agreement shall remain in force for the Project only until the District has paid all Funds appropriated for the Project in the previous budget year (to the extent Grantee submits for reimbursement by March 31 of the subsequent year). This Agreement shall terminate in full automatically on March 31 of the first budget year in which the District has not authorized any Funds for the Project.

9. Reports—Records Retention—Inspections and Audit.

9.1 The Grantee shall prepare and file written reports describing its request for, and expenditure of, the Funds no less than quarterly, or more frequently, as reasonably required by the District Administrator. The Grantee shall prepare and file a final report after final distribution of Funds for each Project, using the progress report form provided by the District Administrator. The Grantee will make a brief presentation to the Board at a regularly scheduled meeting each year this Agreement is in effect.

9.2 The Grantee shall retain all records and documents relating to the Funds for a minimum of seven (7) years after final payment of Funds by the

District, unless required by law to be retained for a longer period, in which case the longer period shall apply.

9.3 Upon reasonable notice, the Grantee shall make all records and documents relating to the expenditure and application of the Funds available to the District Administrator for inspection, review, and audit.

9.4 Following an audit of the payment of the Funds, the Grantee shall repay to the District all amounts that the District determines should not have been paid to the Grantee, to the extent those payments were due to the negligent or intentional acts of the Grantee, its officers, officials, employees, agents, contractors, volunteers, or assigns.

10. Ownership and Maintenance. The Parties agree that the Grantee is solely responsible for the acquisition, design, construction, operation, installation, maintenance, repair and replacement of the Project. For purposes of clarity, the District shall not own the Project, and shall have no obligation or responsibility for the acquisition, design, construction, operation, maintenance, repair and replacement of the Project.

11. Hold Harmless and Indemnification.

11.1 To the maximum extent permitted by law, each Party shall defend, indemnify and hold harmless the other Party, and all of its officers, officials, employees, agents, contractors and volunteers, from any and all claims, injuries, damages, losses or suits, including attorney fees, arising out of or resulting from any negligent acts, errors, omissions of the indemnifying Party and its officers, officials, employees, agents, contractors and volunteers in performing obligations under this Agreement or in implementing the Project. However, if any such injuries and damages to persons or property are caused by or result from the concurrent negligence of the District or its officers, officials, employees, agents, contractors and volunteers, and the Grantee or its officers, officials, employees, agents, contractors and volunteers, each Party's obligation hereunder applies only to the extent of the negligence of such Party or its officers, officials, employees, agents, contractors, or volunteers.

11.2 The foregoing indemnity is specifically and expressly intended to constitute a waiver of each Party's immunity under industrial insurance, Title 51 RCW, as respects the other Party only, and only to the extent necessary to provide the indemnified Party with a full and complete indemnity of claims made by the indemnitor's employees. This waiver has been mutually negotiated by the Parties.

12. Amendment. This Agreement may be modified by written instrument approved by the Grantee's governing body and the Board and signed by the authorized representatives of the Parties.

13. Waiver. No waiver by either Party of any term or condition of this Agreement shall be deemed or construed to be a waiver of any other term or condition, nor shall a waiver of any breach be deemed to constitute a waiver of any subsequent breach whether of the same or different provision of this Agreement. No waiver shall be effective unless made in writing.

14. No Third Party Rights. Nothing in this Agreement shall be construed to create any rights in or duties to any third party, nor any liability to or standard of care with reference to any third party.

15. Entirety. This Agreement is the complete expression of the terms hereto and any oral representations or understandings not incorporated are excluded. This Agreement merges and supersedes all prior negotiations, representations and agreements between the Parties relating to the Project and constitutes the entire agreement between the Parties.

16. Counterparts. This Agreement may be signed in counterparts and, if so signed, shall be deemed one integrated document.

17. Governing Law; Venue. This Agreement shall be construed and interpreted in accordance with the laws of the State of Washington. In the event of a dispute, such dispute shall be litigated only in the Superior Court of Pierce County, Washington.

18. Severability. The invalidity or unenforceability of any provision in this Agreement shall not affect the validity or enforceability of any other provisions that can be given effect without the offending provision.

19. Administration. This Agreement will be jointly administered by the Grantee and the District. This Agreement does not create any separate legal or administrative entity. The District Administrator and the Public Works Director, respectively, shall receive and give all notices, approvals, reports and documents under this Agreement.

20. Financing; Budget. This Agreement does not contemplate joint financing of the activities within its scope, nor does it contemplate a joint budget.

21. Property Acquisition and Disposition. This Agreement does not contemplate the joint acquisition of property by the parties. At termination, each party will remain the sole owner of its own property.

22. Recording. In accordance with RCW 38.34.040, this Agreement shall be filed with the Pierce County Auditor or listed on the web sites of the Parties prior to its effective date.

IN WITNESS WHEREOF, authorized representatives of the parties hereto have signed their names in the spaces below:

GRANTEE:
CITY OF GIG HARBOR

PIERCE COUNTY FLOOD CONTROL
ZONE DISTRICT:

Name: _____
Title: _____

Name: _____
Title: _____

Date: _____

Date: _____

Attested to:

Attested to:

[name/title]

[name/title]

Date: _____

Date: _____

Approved as to Form:

Attorney

Attachment A to FCZD Board of Supervisors R2026-5 Exhibit A

Scope of Work

Resolution No. 2026-5

Project ID Number: GH-2

Project Name: **Sewer Lift Station #5**

Jurisdiction: City of Gig Harbor

FCZD Allocation: \$1 million.

Total Budget: The total project cost is \$3,422,000. Construction is estimated at \$2.97 million.

Location: The City's existing Lift Station #5 is located along the shoreline of Gig Harbor Bay, adjacent to residential houses in the 2800 block of Harborview Drive.

Schedule: The City of Gig Harbor anticipates awarding the public works contract in the second quarter of 2026 and completing the construction by the spring of 2027.

Total Project Description: The City's existing Lift Station #5 was originally built in 1974 and is located along the shoreline of Gig Harbor Bay. Due to the facility's age, the components are beyond their lifespan and are no longer available for replacement. Due to the facility's location, it is expected to be impacted by future king tides and sea level rise.

This project will maintain the existing lift station wet well, demolish the existing vacuum prime pumps and associated lift station equipment, and install a new pre-packaged lift station with dual suction lines at a location significantly above the 2080 predicted king tide elevation. Additionally, this project proposes to install a permanent emergency backup generator, slip lining in the existing gravity main along the beach, and epoxy coating in existing manholes to reduce seawater infiltration. The new sewer lift station location is approximately 20 feet higher in elevation when compared to the existing location.

Scope of Work for the FCZD Allocation:

The City of Gig Harbor will be using the FCZD funds to pay a portion of the City's public works construction contract. Each time the City makes a payment to the contractor, it will request reimbursement for a portion of that payment from the FCZD allocation until the \$1 million is expended.

Tasks include:

- The existing sewer lift station #5 is located along the shoreline of Gig Harbor Bay. The maximum predicted 2080 king tide elevation used for the city's sewer lift station #5 improvement project is an elevation of 16.7 feet (NAVD88 vertical datum). The project will remove existing mechanical, electrical, and control equipment from an existing underground vault located on the shoreline of Gig Harbor at an elevation of 15.2 feet. and relocate the equipment to a vault at an elevation of 33.2 feet. All existing sewer manholes and pipes that remain below the 2080 king tide elevation will be rehabilitated with water-tight lids and waterproof linings.

Attachment A to FCZD Board of Supervisors R2026-5 Exhibit A

Scope of Work

Resolution No. 2026-5

Assumptions:

- Gig Harbor is responsible for all permitting and regulatory obligations for the project.
- Additional funding beyond the \$1M is secured by means other than FCZD and provided by Gig Harbor
- Gig Harbor will follow procurement requirements for public funding.
- Progress reports will be provided no less than quarterly.

Deliverables:

- The reimbursement requests will include documentation for the contractor's time, equipment, and materials.
- Quarterly Progress reports
- Once the FCZD's allocation has been expended, a final report will be submitted which will include a written description of work completed with FCZD funds, photos, as-builts, and a final reimbursement request.



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

Meeting Date: April 27, 2026

SUBJECT: Quit Claim Deed from Hunt Street Property from FISH Food Bank to City of Gig Harbor

SUBMITTED BY: Housing, Health, and Human Services Program Manager Shealynn Smiley, MSW

DEPARTMENT: Administration

PHONE: (253) 530-7070

SUGGESTED MOTION: Move to authorize the mayor to sign the Quit Claim Deed, Second Amendment to Deed Covenants, and Real Estate Excise Tax Affidavit documents for the Hunt Street Property (Assessor's Tax Parcel ID#: 0221083054 and 0221083032) for the purposes of affordable housing.

BACKGROUND INFORMATION:

BACKGROUND INFORMATION:

This summary outlines the ownership history, prior agreements, and recent developments related to the Hunt Street property, providing Council with context on its conveyance, agreements with FISH Food Bank, and ongoing discussions to return the property to the City for affordable housing, including key communications and draft terms received to date.

- 2018: Parcel ID # 0221083054 and 0221083032 on Hunt Street are deeded to the City from Pierce Transit for any public purpose.
- December 13, 2018: Hunt Street Property is deeded to FISH foodbank for a period of 5 years to build a storage facility to accommodate the needs of the foodbank.
- July 2023: The deed was extended an additional five years (set to expire in 2028) to allow additional time for the foodbank to build the storage unit.
- January 2026: During the Point in Time Count, Ron Coen, Board President of FISH Foodbank approached the Mayor and Housing, Health, and Human Services Program Manager (H3), Shea Smiley about the foodbank being interested in deeding the Hunt Street Property back to the City for the purposes of affordable housing.
- February – March 2026: After the city's H3 (Ms. Smiley) informed FISH Board President (Mr. Coen) that a letter of interest was required, he confirmed the board approved transferring the property to the city for affordable housing; FISH's attorney subsequently provided draft deed and covenant amendment documents in mid-March (including added conditions and no explicit housing reference), and the city maintained ongoing communication to advance an agreement supporting the council's affordable housing priority with as few barriers as possible.

- March 26, 2026: Staff provided an update to council at the study session about the status of the property and potential opportunity for affordable housing.
- April 13, 2026: FISH Food Bank’s attorney provided updated documents reflecting the terms discussed between the board and city staff, which were subsequently signed by the board president.

The city is grateful for its long-standing partnership with FISH Food Bank and appreciates their collaboration in working toward a shared goal of expanding affordable housing opportunities. Staff recommends that Council authorize the Mayor to sign the Quit Claim Deed, Second Amendment to Deed Covenants, and Real Estate Excise Tax Affidavit for the Hunt Street Property (Assessor’s Tax Parcel ID#: 0221083054 and 0221083032) for the purposes of affordable housing.

FISCAL CONSIDERATION: This section details the financial issues involved in the issue before Council, if applicable. It can include only the information contained in the table below or it can include additional financial information.

Expenditure Required: \$	Amount Budgeted: \$	Appropriation Required: \$
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ATTACHMENTS:

1. Second Amendment and Deed Signed Copies

STRATEGIC PLAN PRIORITY: Provide a safe, healthy, and inclusive community

AFTER RECORDING MAIL TO:

Ron Coen
Gig Harbor Peninsula Fish
PO Box 154
Gig Harbor, WA 98335

QUIT CLAIM DEED – CITY OF GIG HARBOR

Grantor: GIG HARBOR PENINSULA FISH

Grantees: CITY OF GIG HARBOR

Legal Description (abbreviated): Ptn SW/4 SW/4 SW/4 S8-T21N-R2E

Additional legals on Exhibit A of this Instrument.

Assessor's Tax Parcel ID#: 0221083054 and 0221083032

Reference Nos. of Related Documents: 201812130081, 201902060515, 202308020153 &

RECITALS

- A. On December 13, 2018, the City of Gig Harbor (“City”) conveyed to Gig Harbor Peninsula FISH (“FISH Food Bank”) (together the “Parties”) property legally described on Exhibit A (the “Property”). The Quit Claim Deed was recorded on December 13, 2018 under Pierce County Auditor’s File Number 201812130081, and re-recorded on February 6, 2019 under Pierce County Auditor’s File Number 201902060515. On July 25, 2023, the Deed was amended by that certain Amendment (“First Amendment”) to Deed Covenants, recorded under Pierce County Auditor’s File Number 202308020153 and that certain Second Amendment to Deed Covenants, recorded simultaneously herewith under Pierce County Auditor’s File No. 202308020153 (collectively, the “Deed”).
- B. The conveyance was subject to certain terms and conditions as stated on the Deed.
- C. In the First Amendment, the City and FISH Food Bank amended provision 4 of the Deed by extending the timeframe referenced in provision 4 by an additional five (5) years to build a food bank on the Property (the “Extended Building Deadline”).
- D. FISH Food Bank has investigated the feasibility of building a food bank on the Property and determined that, even with the Extended Building Deadline, it is not financially or physically feasible to build a food bank on the Property. In light of the limitations of the Property, FISH Food Bank has elected to deed the Property back to the City, subject to the Deed limitations, reservations, restrictions, and covenants.

Acknowledged by:

CITY OF GIG HARBOR

By: _____

Its: _____

STATE OF WASHINGTON

)

)

ss.

County of Pierce

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I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that [he][she] signed this instrument, on oath stated that [he][she] was authorized to execute the instrument and acknowledged it as the _____ of the City of Gig Harbor, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED this _____ day of _____, 2026.

(Type/Print Name above)

Notary Public in and for the

State of Washington, residing at _____

My appointment expires: _____

Exhibit A:

EXHIBIT A
Legal Description

Tax Parcel No. 0221083054:

Beginning at the Southeast corner of the Southwest quarter of the Southwest quarter of the Southwest quarter of Section 8, Township 21 North, Range 2 East of the W.M., in Pierce County, Washington, being the Southeast corner of Lot 9 of Abandoned Military Reservation; running thence North along the East line of said Southwest quarter of the Southwest quarter of the Southwest quarter of 209.8 feet; thence West parallel to the South line of said Section 209.8 feet; thence South 209.8 feet to a point 209.8 feet due West of the point of beginning; thence East to the point of beginning.

EXCEPT the West 100 feet thereof.

Also EXCEPT that portion thereof conveyed to the State of Washington for Primary State Highway No. 14

Also EXCEPT M.B. Hunt County Road.

Together with all that portion of Lot 10, Abandoned Military Reservation in Section 8, Township 21 North, Range 2 East of the W.M., in Pierce County, Washington, lying Westerly of Primary State Highway No. 14.

EXCEPT M.B. Hunt County Road.

SUBJECT TO liens, encumbrances, easements, restrictions, and reservations of record, including but not limited to the Restrictive Covenant recorded at Pierce County Auditor's File No. 201806110734.

Tax Parcel No. 0221083032:

The West 100 feet of the following described property:

Beginning at the Southeast corner of the Southwest quarter of the Southwest quarter of the Southwest quarter of Section 8, Township 21 North, Range 2 East of the W.M., being the Southeast corner of Lot 9 of Abandoned Military Reservation;
Thence North along the East line of said Southwest quarter of the Southwest quarter of the Southwest quarter of 209.8 feet;
Thence West parallel with the South line of said Section 209.8 feet;
Thence South 209.8 feet to a point 209.8 feet due West of the point of beginning;
Thence East to the point of beginning, in Pierce County, Washington.

EXCEPT that portion thereof conveyed to the State of Washington for Primary State Highway No. 14.

ALSO EXCEPT M.B. Hunt County Road.

Situate in the County of Pierce, State of Washington.

SUBJECT TO liens, encumbrances, easements, restrictions, and reservations of record, including but not limited to the Restrictive Covenant recorded at Pierce County Auditor's File No. 201806110734.

Subject also to those certain limitations, reservations, restrictions, and covenants set forth in Pierce County Auditor's File Nos. 201812130081, 201902060515, 202308020153 &

AFTER RECORDING MAIL TO:

Ron Coen
Gig Harbor Peninsula Fish
PO Box 154
Gig Harbor, WA 98335

SECOND AMENDMENT TO DEED COVENANTS

Grantor: CITY OF GIG HARBOR

Grantees: GIG HARBOR PENINSULA FISH

Legal Description (abbreviated): Ptn SW/4 SW/4 SW/4 S8-T21N-R2E

Additional legals on Exhibit A of this Instrument.

Assessor's Tax Parcel ID#: 0221083054 and 0221083032

Reference Nos. of Related Documents: 201812130081, 201902060515 & 202308020153.

RECITAL

- A. On December 13, 2018, the City of Gig Harbor ("City") conveyed to Gig Harbor Peninsula FISH ("FISH Food Bank")(together the "Parties") property legally described on Exhibit A (the "Property"). The Quit Claim Deed was recorded on December 13, 2018 under Pierce County Auditor's File Number 201812130081, and re-recorded on February 6, 2019 under Pierce County Auditor's File Number 201902060515. On July 25, 2023, the Deed was amended by that certain Amendment ("First Amendment") to Deed Covenants, recorded under Pierce County Auditor's File Number 202308020153 (collectively, the "Deed").
- B. The conveyance was subject to certain terms and conditions as stated on the Deed.
- C. In the First Amendment, the City and FISH Food Bank amended provision 4 of the Deed by extending the timeframe referenced in provision 4 by an additional five (5) years to build a food bank on the Property (the "Extended Building Deadline").

FISH Food Bank has investigated the feasibility of building a food bank on the Property and determined that, even with the Extended Building Deadline, it is not financially or physically feasible to build a food bank on the Property. In light of the limitations of the Property, FISH Food Bank has elected to deed the Property back to the City, subject to the Deed limitations, reservations, restrictions and covenants.

AMENDMENT

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged and received, the following amendment to the Deed is hereby adopted:

1. Revisions.

i. Paragraphs 1 through 8 are hereby deleted in their entirety.

2. Covenant Running with Land: Binding Effect. This Amendment shall be deemed an amendment to the terms and conditions stated in the Deed and covenants running with the land, which shall be binding on the Parties, their successors and assigns, and all subsequent Owners and lessees of the Property, together with their grantees, successors, heirs, executors, administrators, devisees, or assigns.

3. Severability. If any provision of this Amendment or its application to any person or circumstance is held invalid, the remainder of this Amendment, or the application of the provisions to other persons or circumstances shall not be affected.

4. Conflict. In the event a conflict arises between any of the provisions of this Amendment and the Deed, the Amendment shall control and be binding on the parties.

5. Effective Date. This Amendment shall be effective upon recordation in the public records of Pierce County, Washington.

IN WITNESS WHEREOF, the undersigned has caused this Amendment to be executed this _____ day of April, 2026.

CITY OF GIG HARBOR

By: _____
Its: _____

GIG HARBOR PENINSULA FISH

By: Ronald L. Cuen
Its: President

)

)

)

DATED this _____ day of _____, 2026.

My appointment expires: _____.

)

)

)

DATED this 15th day of April, 2026.

My appointment expires: 04/13/2029

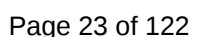


EXHIBIT A
Legal Description

Tax Parcel No. 0221083054:

Beginning at the Southeast corner of the Southwest quarter of the Southwest quarter of the Southwest quarter of Section 8, Township 21 North, Range 2 East of the W.M., in Pierce County, Washington, being the Southeast corner of Lot 9 of Abandoned Military Reservation; running thence North along the East line of said Southwest quarter of the Southwest quarter of the Southwest quarter of 209.8 feet; thence West parallel to the South line of said Section 209.8 feet; thence South 209.8 feet to a point 209.8 feet due West of the point of beginning; thence East to the point of beginning.

EXCEPT the West 100 feet thereof.

Also EXCEPT that portion thereof conveyed to the State of Washington for Primary State Highway No. 14

Also EXCEPT M.B. Hunt County Road.

Together with all that portion of Lot 10, Abandoned Military Reservation in Section 8, Township 21 North, Range 2 East of the W.M., in Pierce County, Washington, lying Westerly of Primary State Highway No. 14.

EXCEPT M.B. Hunt County Road.

SUBJECT TO liens, encumbrances, easements, restrictions, and reservations of record, including but not limited to the Restrictive Covenant recorded at Pierce County Auditor's File No. 201806110734.

Tax Parcel No. 0221083032:

The West 100 feet of the following described property:

Beginning at the Southeast corner of the Southwest quarter of the Southwest quarter of the Southwest quarter of Section 8, Township 21 North, Range 2 East of the W.M., being the Southeast corner of Lot 9 of Abandoned Military Reservation;

Thence North along the East line of said Southwest quarter of the Southwest quarter of the Southwest quarter of 209.8 feet;

Thence West parallel with the South line of said Section 209.8 feet;

Thence South 209.8 feet to a point 209.8 feet due West of the point of beginning;

Thence East to the point of beginning, in Pierce County, Washington.

EXCEPT that portion thereof conveyed to the State of Washington for Primary State Highway No. 14.

ALSO EXCEPT M.B. Hunt County Road.

Situate in the County of Pierce, State of Washington.

SUBJECT TO liens, encumbrances, easements, restrictions, and reservations of record, including but not limited to the Restrictive Covenant recorded at Pierce County Auditor's File No. 201806110734.

Subject also to those certain limitations, reservations, restrictions, and covenants set forth in Pierce County Auditor's File Nos. 201812130081, 201902060515 & 202308020153.



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

Meeting Date: April 27, 2026

SUBJECT: Resolution 1357 Authorizing the Submittal of a PSAR Grant Application for the North Creek Culvert Replacement Project

SUBMITTED BY: Senior Engineer Steven Demmer, PE

DEPARTMENT: Public Works

PHONE: 253-530-7076

SUGGESTED MOTION: Move to approve Resolution 1357 authorizing staff to submit a grant application for the Puget Sound Acquisition and Restoration fund in the amount of \$2.2 million for the construction of the North Creek Culvert Replacement project.

BACKGROUND INFORMATION: The city's North Creek Culvert Replacement Project proposes to remove a partial fish barrier in North Creek under Harborview Drive, and replace it with a 140-linear-foot bridge spanning North Creek. The city anticipates design and permitting for the project to be completed by end of 2026. The project is anticipated to be ready for construction in 2027. For the upcoming grant cycle, staff recommends applying through RCO's Puget Sound Acquisition and Restoration (PSAR) fund to support \$2.2 million in funding for construction and construction management of the North Creek Culvert Replacement Project. The total estimated construction cost of the project is approximately \$9.6 million. City staff is pursuing two other grant opportunities for this project, including the Brian Abbott Fish Barrier Removal Board (BAFBRB) and Representative Randall's Community Project Funding.

FISCAL CONSIDERATION:

ATTACHMENTS:

1. R-1357 RCO PSAR Authorization
2. Exhibit A - Applicant Authorization Resolution

STRATEGIC PLAN PRIORITY: Promote environmental sustainability and preserve Gig Harbor's natural beauty

RESOLUTION 1357

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, AUTHORIZING THE SUBMITTAL OF AN APPLICATION FOR GRANT FUNDING ASSISTANCE FOR THE PUGET SOUND ACQUISITION AND RESTORATION FUND, MANAGED BY THE RECREATION AND CONSERVATION OFFICE (RCO), FOR CONSTRUCTION OF THE NORTH CREEK CULVERT REPLACEMENT PROJECT.

WHEREAS, the City's North Creek Culvert Replacement Project proposes to remove a partial fish barrier in North Creek under Harborview Drive; and

WHEREAS, the Washington State Recreation and Conservation Office (RCO) requires each jurisdiction applying for grants to provide a formal resolution or authorization supporting the proposed application and establishing the authorized agent for the City; and

WHEREAS, the City anticipates completing design and permitting for the Project in 2026 in anticipation of beginning construction of the Project in 2027; and

WHEREAS, for the upcoming grant cycle, Staff recommends applying through RCO's Puget Sound Acquisition and Restoration (PSAR) fund to support \$2.2 million in funding for construction of the North Creek Culvert Replacement Project beginning in 2027; and

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

Section 1. The Mayor is hereby authorized to execute the RCO Applicant Resolution/Authorization form as shown in Exhibit A.

ADOPTED by the City Council of the City of Gig Harbor at a regular meeting thereof, held this 27th day of April, 2026.

Mary Barber
Mayor

Attest:

Tiffany Aliment, CMC
Acting City Clerk



Applicant Resolution/Authorization

Organization Name (sponsor) _____

Resolution No. or Document Name _____

Project(s) Number(s), and Name(s) _____

This resolution/authorization authorizes the person(s) identified below (in Section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project(s) for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS, grant assistance is requested by our organization to aid in financing the cost of the Project(s) referenced above;

NOW, THEREFORE, BE IT RESOLVED that:

1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above "Project(s)."
2. Our organization authorizes the following persons or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:

Grant Document	Name of Signatory or Title of Person Authorized to Sign
Grant application (submission thereof)	
Project contact (day-to-day administering of the grant and communicating with the RCO)	
RCO Grant Agreement (Agreement)	
Agreement amendments	
Authorizing property and real estate documents (Notice of Grant, Deed of Right or Assignment of Rights if applicable). These are items that are typical recorded on the property with the county.	

The above persons are considered an "authorized representative(s)/agent(s)" for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide documentation of persons who may be authorized to execute documents related to the grant.

3. Our organization has reviewed the sample RCO Grant Agreement on the Recreation and Conservation Office's WEB SITE at: <https://rco.wa.gov/wp-content/uploads/2019/06/SampleProjAgreement.pdf>. We understand and acknowledge that if offered an agreement to sign in the future, it will contain an indemnification and legal venue stipulation and other terms and conditions substantially in the form contained in the sample Agreement and that such terms and conditions of any signed Agreement shall be legally binding on the sponsor if our representative/agent enters into an Agreement on our behalf. The Office reserves the right to revise the Agreement prior to execution.
4. Our organization acknowledges and warrants, after conferring with its legal counsel, that its authorized representative(s)/agent(s) have full legal authority to act and sign on behalf of the organization for their assigned role/document.
5. Grant assistance is contingent on a signed Agreement. Entering into any Agreement with the Office is purely voluntary on our part.
6. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the Agreement, the characteristics of the project, and the characteristics of our organization.
7. Our organization further understands that prior to our authorized representative(s)/agent(s) executing any of the documents listed above, the RCO may make revisions to its sample Agreement and that such revisions could include the indemnification and the legal venue stipulation. Our organization accepts the legal obligation that we shall, prior to execution of the Agreement(s), confer with our authorized representative(s)/agent(s) as to any revisions to the project Agreement from that of the sample Agreement. We also acknowledge and accept that if our authorized representative(s)/agent(s) executes the Agreement(s) with any such revisions, all terms and conditions of the executed Agreement shall be conclusively deemed to be executed with our authorization.
8. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
9. [for Recreation and Conservation Funding Board Grant Programs Only] If match is required for the grant, we understand our organization must certify the availability of match at least one month before funding approval. In addition, our organization understands it is responsible for supporting all non-cash matching share commitments to this project should they not materialize.
10. Our organization acknowledges that if it receives grant funds managed by the Office, the Office will pay us on only a reimbursement basis. We understand reimbursement basis means that we will only request payment from the Office after we incur grant eligible and allowable costs and pay them. The Office may also determine an amount of retainage and hold that amount until all project deliverables, grant reports, or other responsibilities are complete.
11. [for Acquisition Projects Only] Our organization acknowledges that any property acquired with grant assistance must be dedicated for the purposes of the grant in perpetuity unless otherwise agreed to in writing by our organization and the Office. We agree to dedicate the property in a signed "Deed of Right" for fee acquisitions, or an "Assignment of Rights" for other than fee acquisitions (which documents will be based upon the Office's standard versions of those documents), to be recorded on the title of the property with the county auditor. Our organization acknowledges that any property

acquired in fee title must be immediately made available to the public unless otherwise provided for in policy, the Agreement, or authorized in writing by the Office Director.

12. [for Development, Renovation, Enhancement, and Restoration Projects Only–If our organization owns the project property] Our organization acknowledges that any property owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant in perpetuity unless otherwise allowed by grant program policy, or Office in writing and per the Agreement or an amendment thereto.
13. [for Development, Renovation, Enhancement, and Restoration Projects Only–If your organization DOES NOT own the property] Our organization acknowledges that any property not owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant as required by grant program policies unless otherwise provided for per the Agreement or an amendment thereto.
14. [Only for Projects located in Water Resources Inventory Areas 1-19 that are applying for funds from the Critical Habitat, Natural Areas, State Lands Restoration and Enhancement, Riparian Protection, or Urban Wildlife Habitat grant categories; Aquatic Lands Enhancement Account; or the Puget Sound Acquisition and Restoration program, or a Salmon Recovery Funding Board approved grant] Our organization certifies the following: the Project does not conflict with the Puget Sound Action Agenda developed by the Puget Sound Partnership under RCW 90.71.310.
15. This resolution/authorization is deemed to be part of the formal grant application to the Office.
16. Our organization warrants and certifies that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises and obligations set forth herein.

This resolution/authorization is signed and approved on behalf of the resolving body of our organization by the following authorized member(s):

Signed _____

Title _____ Date _____

On File at: _____

This Applicant Resolution/Authorization was adopted by our organization during the meeting held:
(Local Governments and Nonprofit Organizations Only):

Location: _____ Date: _____

Washington State Attorney General's Office

Approved as to form Brian Toller 2/13/2020
Assistant Attorney General Date

You may reproduce the above language in your own format; however, text may not change.



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

Meeting Date: April 27, 2026

SUBJECT: Resolution 1358 Authorizing the Submittal of a BAFBRB Grant Application for the North Creek Culvert Replacement Project

SUBMITTED BY: Senior Engineer Steven Demmer, PE

DEPARTMENT: Public Works

PHONE: 253-530-7076

SUGGESTED MOTION: Move to approve Resolution 1358 authorizing staff to submit a grant application for the Brian Abbott Fish Barrier Removal Board fund in the amount of \$2.5 million for the construction of the North Creek Culvert Replacement project.

BACKGROUND INFORMATION: The city's North Creek Culvert Replacement Project proposes to remove a partial fish barrier in North Creek under Harborview Drive, and replace it with a 140-linear-foot bridge spanning North Creek. The city anticipates design and permitting for the project to be completed by end of 2026. The project is anticipated to be ready for construction in 2027. For the upcoming grant cycle, staff recommends applying through RCO's Brian Abbott Fish Barrier Removal Board (BAFBRB) fund to support \$2.5 million in funding for construction and construction management of the North Creek Culvert Replacement Project. The total estimated construction cost of the project is approximately \$9.6 million. City staff is pursuing two other grant opportunities for this project, including the Puget Sound Acquisition and Restoration Fund (PSAR) and Representative Randall's Community Project Funding.

FISCAL CONSIDERATION:

ATTACHMENTS:

1. R-1358 RCO FBRB Authorization
2. Applicant Authorization Resolution

STRATEGIC PLAN PRIORITY: Promote environmental sustainability and preserve Gig Harbor's natural beauty

RESOLUTION 1358

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, AUTHORIZING THE SUBMITTAL OF AN APPLICATION FOR GRANT FUNDING ASSISTANCE THROUGH THE BRIAN ABBOTT FISH BARRIER REMOVAL BOARD, MANAGED THROUGH THE RECREATION AND CONSERVATION OFFICE (RCO), FOR CONSTRUCTION OF THE NORTH CREEK CULVERT REPLACEMENT PROJECT.

WHEREAS, the City's North Creek Culvert Replacement Project proposes to remove a partial fish barrier in North Creek under Harborview Drive; and

WHEREAS, the Washington State Recreation and Conservation Office (RCO) requires each jurisdiction applying for grants to provide a formal resolution or authorization supporting the proposed application and establishing the authorized agent for the City; and

WHEREAS, the City anticipates completing design and permitting for the Project in 2026 in anticipation of beginning construction of the Project in 2027; and

WHEREAS, for the upcoming grant cycle, Staff recommends applying through RCO's Brian Abbott Fish Barrier Removal Board (BAFBRB) fund to support \$2.5 million in funding for construction of the North Creek Culvert Replacement Project beginning in 2027; and

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

Section 1. The Mayor is hereby authorized to execute the RCO Applicant Resolution/Authorization form as shown in Exhibit A.

ADOPTED by the City Council of the City of Gig Harbor at a regular meeting thereof, held this 27th day of April, 2026.

Mary Barber
Mayor

Attest:

Tiffany Aliment, CMC
Acting City Clerk

EXHIBIT A



Applicant Resolution/Authorization

Organization Name (sponsor) _____

Resolution No. or Document Name _____

Project(s) Number(s), and Name(s) _____

This resolution/authorization authorizes the person(s) identified below (in Section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project(s) for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS, grant assistance is requested by our organization to aid in financing the cost of the Project(s) referenced above;

NOW, THEREFORE, BE IT RESOLVED that:

1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above "Project(s)."
2. Our organization authorizes the following persons or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:

Grant Document	Name of Signatory or Title of Person Authorized to Sign
Grant application (submission thereof)	
Project contact (day-to-day administering of the grant and communicating with the RCO)	
RCO Grant Agreement (Agreement)	
Agreement amendments	
Authorizing property and real estate documents (Notice of Grant, Deed of Right or Assignment of Rights if applicable). These are items that are typical recorded on the property with the county.	

The above persons are considered an "authorized representative(s)/agent(s)" for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide documentation of persons who may be authorized to execute documents related to the grant.

3. Our organization has reviewed the sample RCO Grant Agreement on the Recreation and Conservation Office's WEB SITE at: <https://rco.wa.gov/wp-content/uploads/2019/06/SampleProjAgreement.pdf>. We understand and acknowledge that if offered an agreement to sign in the future, it will contain an indemnification and legal venue stipulation and other terms and conditions substantially in the form contained in the sample Agreement and that such terms and conditions of any signed Agreement shall be legally binding on the sponsor if our representative/agent enters into an Agreement on our behalf. The Office reserves the right to revise the Agreement prior to execution.
4. Our organization acknowledges and warrants, after conferring with its legal counsel, that its authorized representative(s)/agent(s) have full legal authority to act and sign on behalf of the organization for their assigned role/document.
5. Grant assistance is contingent on a signed Agreement. Entering into any Agreement with the Office is purely voluntary on our part.
6. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the Agreement, the characteristics of the project, and the characteristics of our organization.
7. Our organization further understands that prior to our authorized representative(s)/agent(s) executing any of the documents listed above, the RCO may make revisions to its sample Agreement and that such revisions could include the indemnification and the legal venue stipulation. Our organization accepts the legal obligation that we shall, prior to execution of the Agreement(s), confer with our authorized representative(s)/agent(s) as to any revisions to the project Agreement from that of the sample Agreement. We also acknowledge and accept that if our authorized representative(s)/agent(s) executes the Agreement(s) with any such revisions, all terms and conditions of the executed Agreement shall be conclusively deemed to be executed with our authorization.
8. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
9. [for Recreation and Conservation Funding Board Grant Programs Only] If match is required for the grant, we understand our organization must certify the availability of match at least one month before funding approval. In addition, our organization understands it is responsible for supporting all non-cash matching share commitments to this project should they not materialize.
10. Our organization acknowledges that if it receives grant funds managed by the Office, the Office will pay us on only a reimbursement basis. We understand reimbursement basis means that we will only request payment from the Office after we incur grant eligible and allowable costs and pay them. The Office may also determine an amount of retainage and hold that amount until all project deliverables, grant reports, or other responsibilities are complete.
11. [for Acquisition Projects Only] Our organization acknowledges that any property acquired with grant assistance must be dedicated for the purposes of the grant in perpetuity unless otherwise agreed to in writing by our organization and the Office. We agree to dedicate the property in a signed "Deed of Right" for fee acquisitions, or an "Assignment of Rights" for other than fee acquisitions (which documents will be based upon the Office's standard versions of those documents), to be recorded on the title of the property with the county auditor. Our organization acknowledges that any property

acquired in fee title must be immediately made available to the public unless otherwise provided for in policy, the Agreement, or authorized in writing by the Office Director.

12. [for Development, Renovation, Enhancement, and Restoration Projects Only–If our organization owns the project property] Our organization acknowledges that any property owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant in perpetuity unless otherwise allowed by grant program policy, or Office in writing and per the Agreement or an amendment thereto.
13. [for Development, Renovation, Enhancement, and Restoration Projects Only–If your organization DOES NOT own the property] Our organization acknowledges that any property not owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant as required by grant program policies unless otherwise provided for per the Agreement or an amendment thereto.
14. [Only for Projects located in Water Resources Inventory Areas 1-19 that are applying for funds from the Critical Habitat, Natural Areas, State Lands Restoration and Enhancement, Riparian Protection, or Urban Wildlife Habitat grant categories; Aquatic Lands Enhancement Account; or the Puget Sound Acquisition and Restoration program, or a Salmon Recovery Funding Board approved grant] Our organization certifies the following: the Project does not conflict with the Puget Sound Action Agenda developed by the Puget Sound Partnership under RCW 90.71.310.
15. This resolution/authorization is deemed to be part of the formal grant application to the Office.
16. Our organization warrants and certifies that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises and obligations set forth herein.

This resolution/authorization is signed and approved on behalf of the resolving body of our organization by the following authorized member(s):

Signed _____

Title _____ Date _____

On File at: _____

This Applicant Resolution/Authorization was adopted by our organization during the meeting held:
(Local Governments and Nonprofit Organizations Only):

Location: _____ Date: _____

Washington State Attorney General's Office

Approved as to form Brian Toller 2/13/2020
Assistant Attorney General Date

You may reproduce the above language in your own format; however, text may not change.

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

State Advisory Council on Homelessness: Shea Smiley, our Housing, Health, and Human Services (H3) Program Manager, was appointed by Governor Ferguson to serve on the [Advisory Council on Homelessness](#) (SACH) as the City Government Representative. Some of the work the SACH is charged with is:

- Making policy recommendations to the governor and to the Affordable Housing Advisory Board (at least) annually on ways to enhance the state's ability to respond to the needs of people who are homeless, who are at risk of becoming homeless, or who have been homeless.
- Reviewing the Homeless Housing Plan annually.
- Advocating by raising issues and awareness of homelessness, as a council, and also as members in their individual roles; individual members shall also serve as a liaison and information conduit between the Council and their communities and constituencies.
- Providing a forum for an integrated and consistent statewide approach to addressing homelessness.

Pinwheels for prevention: The mayor signed a proclamation on March 23 designating April as Child Abuse Awareness Month. In an effort to support this initiative, our H3 installed pinwheels at some of our city parks.

You may ask...why pinwheels? In 2008, the pinwheel was designated as the national symbol for child abuse prevention, as it brings awareness and helps raise the important conversation of the prevalence of child abuse and ways to prevent it.

There is still time for you to get involved as well! If you see pinwheels around town, take a picture and tag the city!! Or if you feel so moved, plant pinwheels in your yard!



New PDF file-viewing tool coming to city website: Under Title II of the Americans with Disabilities Act (ADA) and Section 508, all state and local governments must ensure that digital content is accessible to individuals with disabilities. For cities like Gig Harbor, this includes websites and the thousands of documents we host, including council minutes, permit forms, financial reports, agendas, and more. To provide the best customer experience possible, the city is partnering with our

website hosting platform, CivicPlus, to provide an upgraded PDF file-viewing tool on the City of Gig Harbor website. The tool, called DocAccess, converts PDF files to semantic, responsive HTML transcripts that function as the primary accessible alternative. The original PDF remains downloadable for archival purposes. The platform aligns with the major requirements of digital accessibility, including the ADA, Section 508, and WCAG 2.1 AA, while delivering a seamless and easy user experience. Beyond the initial PDF conversion, if additional assistance is needed, users can access live visual assistance through [AIRA](#), right from the document viewing pane, to get instant translation or Q&A in any language, and download compliant HTML transcripts that pass every major accessibility test. The tool is expected to roll out to the city website next week. Watch how it works in this [DocAccess Demo Video](#) (~6 mins).

Community Development

[Community Development Director Eric Baker](#)

Community development: Community development, in conjunction with other departments, will provide several presentations to council on April 30.

First, there will be a discussion on growth in Gig Harbor North and implications for transportation and other infrastructure. This was precipitated by several multi-family project proposals in various stages of discussion and the public's questions about impacts on traffic.

Second, led by the city administrator, there will be a continuation of council's strategic plan discussion regarding housing diversity and affordability. This will include review of a draft distillation of council's conversation last month on near-term housing efforts to meet state mandates and expand housing options for new and current residents.

Lastly, there will be the return of the sign code conversation from last year. Specifically, proposed revisions to provide clarity for temporary signs in right of way and on private property. Previously, the planning commission prepared a recommendation for council consideration that was tabled by council.

Planning: The Shoreline Substantial Development Permit (SDP) application for the city's Homeport Commercial Fishing project has been resubmitted. City staff are currently reviewing the proposal for compliance with all applicable regulations, including the Shoreline Master Program. The next step in the process will be a State Environmental Policy Act (SEPA) determination, followed by a public hearing before the city's Hearing Examiner.

The Shoreline Substantial Development Permit (SDP) and associated General Variance for the Lift Station #5 replacement project have received full approval. The city's Hearing Examiner issued approval on March 16, followed by approval from the Washington State Department of Ecology on April 8. All appeal periods have now closed, and the project has reached final approval from a planning perspective.

Building: During this past reporting period, the building & fire division received applications for 39 new permits, including those for four new homes at Summit Pointe and three duplexes at Heron's Key. 30 permits were issued, including one for the Midway Deli and Couple of Scoops Ice Cream. Our inspection volumes are starting to ramp up, with over 600 completed so far this year.

Code enforcement: Staff are revisiting older open cases and deciding how to move forward or potentially close them, if resolved.

To highlight, 10 new cases have been submitted this month, including the following:

- Fats, Oils and Grease (FOG) program violations around the city with some coming into compliance.
- Household garbage concerns in the Peacock Hill and Burnham/Sehmel areas.
- Construction debris in the Soundview area.
- Ongoing sign enforcement throughout the city with emails out to various businesses with reminders of the rules and regulations pertaining to our temporary sign code. Also, devising a schedule for holding the signs once gathered to minimize clutter at our facility.
- Noise complaints in the Harbor Hill and Stinson areas.
- Light pollution in the downtown Harborview Drive corridor.
- Various traffic and parking concerns throughout the city.

Court

Court Administrator Stacy Colberg

Distracted driving emphasis: Gig Harbor Municipal Court would like to inform the public that a recent distracted driving emphasis conducted by local law enforcement resulted in 106 citations being issued. Following this enforcement effort, the court has experienced a significant increase in phone inquiries, leading to unusually high call volumes. The most common question we are receiving is “How can I keep this ticket off my driving record?”

Drivers who have received a ticket may be eligible for a deferral option pursuant to RCW 46.63.070. A deferral is not automatic and must be requested during a scheduled court hearing. Drivers may be granted one deferral every seven years. If granted by the judge, the following conditions apply for Gig Harbor Municipal Court cases only:

- You must not receive any new traffic tickets for a period of six (6) months; and
- You are required to pay \$200 administrative fee.

If these conditions are successfully met, the ticket will be dismissed and not reported to the Department of Licensing (DOL), meaning the ticket will not appear on your driving record. It is important to note that deferrals are granted at the discretion of the court and eligibility may vary based on individual circumstances.

Jury trials: The next municipal court jury trial is scheduled for May 21 at 8:30 a.m. at the Gig Harbor Civic Center. Jury trials are open to the public.

Traffic court: The next traffic court session is scheduled for May 12 starting at 1:30 p.m. via Zoom. Traffic court is open remotely to the public.

Finance

Finance Director Scott Larson

2024 audit: Finance continues to work with the State Auditor on wrapping up our 2024 audit and expects this to conclude in the next couple of weeks. At the same time the finance staff is working with an outside consultant to help pull our 2025 annual report together for the filing deadline at the end of May.

New staff: Last week, Melissa Hutchens started as our new senior accountant. Melissa comes to us from Thurston County and has hit the ground running, helping with all sorts of small projects. The finance team has been engaging with other departments in early budget discussions regarding staffing and budget structure as we get our budget model updated and ready for when the budget process gets fully under way.

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
Seasonal Worker	FT	Open until filled
Infrastructure System Engineer	FT	Open until May 3
Water Quality Specialist	FT	Open until May 12
Senior Accountant	FT	Closed - Melissa Hutchens started Apr. 13
Maintenance Technician (streets and storm)	FT	Closed - Kyle Hartman started Apr. 20
Maintenance Technician (parks)	FT	Closed - Buford Rock starting Apr. 27

Information Technology Systems

ITS Manager Logan Rosenstiel

Dennis is back!! Dennis returned to work last week. Please give him a warm welcome next time you see him.

Collaborating with our city and county peers: Last week, ITS Manager Logan Rosenstiel attended the semi-annual Washington Association of Cities and Counties Information Services (ACCIS) conference in Kennewick. The primary focuses of this session were cybersecurity and the emergence of AI tools.

Making more progress: This week, the ITS team started building out the city's new device management platform. This takes us another important step closer to getting new cell phones and deploying Windows 11 across the enterprise.

AI-enhanced phishing and scam attempts: As AI technology continues to emerge in the marketplace, both good and bad actors are leveraging the powerful tools now available to create all types of content. As a result, all types of scam emails are more convincing than ever. It's incredibly important to remain vigilant about clicking links in emails. When in doubt, delete the message!!

Police

Police Chief Tray Federici

Supporting survivors through training: April is Sexual Assault Awareness Month, making it fitting to highlight the department's continued commitment to trauma-informed investigations and victim-centered response. All Gig Harbor detectives have completed the complex "Sexual Assault Victim-Centered Engagement and Resiliency" training, which focuses on trauma-informed interviewing, resiliency, effective investigations, and offender accountability. In addition, every officer in the department recently completed both the "Officer Response to Sexual Assault" training course and the "Sexual Assault Investigation: Start by Believing" training course.

These trainings emphasize the neurobiological impacts of trauma, victim-centered communication, and the importance of supportive initial interactions with victims. Because officers are often the first point of contact, these skills can significantly impact victim trust, participation in the justice process, and overall case outcomes. These trainings echo the department's ongoing investment in professional development, victim support, and effective investigations.



Continuing our commitment to traffic enforcement: Last update, we highlighted the department's increased traffic enforcement efforts. We want to reinforce that we are not slowing down and remain committed to addressing traffic-related concerns throughout our community. From January 1, 2025, through April 21, 2025, the department conducted 612 traffic stops. During that same period in 2026, officers conducted 1,290 traffic stops. That represents an increase in traffic enforcement activity of more than 110%.



These numbers show that we are continuing to listen to our community's concerns and remain committed to proactive traffic enforcement throughout Gig Harbor.

Halfway there: Student Officer Kelly Palmore has officially passed the halfway point of the police academy and continues to perform exceptionally well. This week, Officer Palmore successfully completed her firearms midterm and continues to spend additional time outside of regular academy hours practicing key skills, including dry firing, barricade shooting, and low-light flashlight techniques.



In the classroom, Officer Palmore received instruction on hate crimes, substance abuse, fraud, and cybercrimes. She also spent time outside participating in practical training exercises involving vehicle extractions, traffic stops, and high-risk stop scenarios. Most importantly, Officer Palmore continues to build confidence with each week of training and remains highly motivated, hardworking, and committed to her development. She continues to represent the Gig Harbor Police Department extremely well.



Ready for patrol: The Gig Harbor Police Department is proud to announce that Officer Cali Hinzman has successfully completed the department's Field Training and Evaluation Program and is now serving as a solo patrol officer. The department's field training program is designed to prepare officers for the demands and responsibilities of independent patrol work. Throughout the program, officers are evaluated on decision-making, officer safety, communication, problem-solving, and overall performance in the field.

After successfully meeting the standards of the program and demonstrating the professionalism, judgment, and skill expected of a Gig Harbor Police Officer, Officer Hinzman was recommended by the department's Training Division for solo patrol status. Congratulations to Officer Hinzman on reaching this important milestone in her career.

Strong teamwork on display: Officers Hulbrook and Ejde recently demonstrated strong teamwork and professionalism during a difficult arrest at a local retail store. While conducting a routine patrol check, officers contacted a subject who had an active warrant. When officers attempted to detain him, the subject resisted arrest and became physically combative. During the struggle, the subject grabbed at Officer Hulbrook and actively fought with officers before eventually being taken into custody.



During the incident, another individual took two body-worn cameras and other law enforcement equipment that had been dislodged during the struggle and hid the items away from the scene. The equipment was later recovered, and that individual was also arrested.

Despite the challenges of the incident, Officers Hulbrook and Ejde maintained control, worked together effectively, and ensured that all involved were taken into custody safely. Their actions are a strong example of professionalism, teamwork, and dedication to public safety.

Proactive patrolling: While conducting proactive patrol, Officers Bonsib and Blackwell noticed a suspicious vehicle parked in a retail parking lot. Through follow-up investigation, they learned the vehicle had been linked to a recent theft at another store and could also be associated with someone who had an outstanding warrant. Since there were multiple people inside the vehicle, the officers

made contact to identify everyone and determine whether one of them was the person they were looking for. During the contact, Officer Bonsib saw a large amount of drug paraphernalia in plain view inside the vehicle. Based on his training and experience, the items were consistent with narcotics use. The officers detained the occupants while they continued their investigation.



As the investigation progressed, one occupant gave false identifying information to avoid being identified. Officer Bonsib noticed inconsistencies, confirmed the deception, and took enforcement action. A search led to the recovery of stolen merchandise that was later confirmed by store staff. Additionally, the investigation led to the discovery of the suspect being in possession of suspected fentanyl. At the same time, another occupant was found in possession of suspected controlled substances after dropping a container holding a white powdered substance consistent with fentanyl.

Public Works

Public Works Director Jeff Langhelm

Soundview Forest Tree Removal Project: 18 dead or diseased trees will be removed from Soundview Forest April 23-24. The park and adjacent parking will be closed for those two days while crews are working, so please stay clear of the area. Replacement trees will be planted on Parks Appreciation Day, as well as some removal of invasive plants and installation of new path materials.

Gig Harbor Sports Fields Ribbon Cutting: The long-awaited sports fields that complete Phase 1 of the Gig Harbor Sports Complex are finally open. The YMCA and city officials will cut the ribbon on the fields at 5:00 p.m. on Friday, April 24.



Parks Appreciation Day: The annual park service day is coming up May 2 from 9 a.m. to noon. The city will have work parties at Grandview Forest, Wilkinson Farm, and Soundview Forest parks. PenMet Parks is holding their event the same day at four different parks. Coffee and snacks will be provided. To sign up, please visit [Parks Appreciation Day 2026 Sign-up](#).

Wastewater operations: (1) The 2026 performance evaluation testing for the wastewater laboratory has begun. Jim has been training with Tyler on this process. (2) Collection staff will be replacing the cutter assembly to the “Muffin Monster” at lift station #3A (Harborview Dr adjacent to the Beach Basket.) The “Muffin Monster” is a piece of equipment that is placed in the sewage flow channel to cut up any debris or items such as toys, cell phones, wipes, towels etc. that are flushed into the sewer system. After this material has been cut or shredded at the station, it is pumped to the treatment plant where the material is removed through a screening process and discharged into a dumpster. (3) Crews will be performing grounds maintenance at the treatment plant. (4) Interviews

for seasonal employees will occur April 22. (5) Nancy is putting bid documents together to solicit bids for the budgeted electrical upgrades to lift station #13 (Purdy Dr.) These upgrades will replace the 34-year-old electrical control panel and bubbler level control system with a new control panel and variable frequency drives (VFD's) to better control the sewage pumps. This work will also add an ultrasonic transducer to control the sewage level inside the wet well and installation of new telemetry monitoring and alarm equipment.

New approach to pavement ratings: The public works department routinely assesses and documents the pavement conditions of city roadways for replacement in future capital projects. This year, instead of using staff to visually assess and document pavement ratings, staff are working with a vendor who provides a vehicle-mounted camera to take images of roadway surfaces. Then, using AI technology, the vendor analyzes the images and provides a pavement condition rating for each segment of city roadway and ranks those segments. This technique should provide a more timely and consistent assessment.

Street and storm operations: (1) Crews paved failing sections of concrete roadway on Point Fosdick just north of Briarwood Ln. This segment of concrete roadway is almost 100 years old and continues to slowly deteriorate. Staff will be assessing if this concrete roadway should be replaced in segments or if the entire roadway should be replaced. (2) Streets department crews performed tree trimming along Wagner Way. (3) Staff made multiple pavement repairs on Prentice Ave.

Parks and facility operations: (1) Most of the drinking fountains in the city have been turned on for the season. Crews go through a process of disinfecting and cleaning these fountains each spring then adjust them and put bags over them until we can coordinate with the water department to test each fountain for a clean bill of health. Once the tests are completed, we un-bag the fountains and they are ready for use. (2) Mowing of lawns continues across the city. Most lawns in parks and streetscapes have had their first mow of the year and are now in regular rotation, as staffing allows. (3) City seasonal worker interviews are scheduled for April 22 for the first phase of hiring. We are hopeful to have the first seasonal workers start working in the next few weeks. (4) Staff from multiple departments are working behind the scenes to prepare for the upcoming storefront and security upgrades for Building A. The contractor installing the storefront should be on site the week of April 27 and the installation should be completed that same week. (5) Staff continue to spend time escorting the Civic Center HVAC contractor, MacDonald Miller, throughout the Police Department building. They continue to resolve heating issues that have occurred on that side of the building over the last year and half. (6) Pete deployed 36 new chairs at the Civic Center to office spaces and some conference rooms for replacement of older chairs. These are the same chairs that were previously deployed to conference rooms in Buildings A and B. These new chairs are solidly built and have a 10-year warranty through Herman Miller.

Water operations: (1) Spring water main flushing continues, and the water department crew is now working on cleaning water mains in the areas of Soundview Dr, Hunt St, Kimball Dr, and Erickson St. (2) On April 13, city council approved the professional services contract with DOWL, LLC for the manganese feasibility study. The consultant then visited city facilities on April 15, held a project kick-off meeting on April 16, presented their study approach to city council at the April 16 study session, and are now underway with this project. (3) Water staff are working on logging assets into Cartegraph for the Shore Acres Water System. The city anticipates taking over this system in June. (4) Crews continue to work on performing the water meter maintenance program where we are updating water meter information in Cartegraph and clearing out meters that are overgrown.



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

Meeting Date: April 27, 2026

SUBJECT: Resolution 1359 Setting a Public Hearing for Artena Lane Non-User Statute Right of Way Vacation

SUBMITTED BY: Jeff Langhelm, PE, Public Works Director

DEPARTMENT: Public Works

PHONE: 253-853-7630

SUGGESTED MOTION: Adopt resolution 1359 setting public hearing and first reading of ordinance for a right-of-way vacation.

BACKGROUND INFORMATION: The city received a request from Ryan White, property owner at 3613 Artena Lane, to vacate a portion of the existing Milton Avenue right-of-way (ROW) located adjacent to the east side of his property.

The existing 60-ft. Milton Avenue ROW is situated in the 1890 Artena Plat Addition to Gig Harbor recorded August 23, 1890 in Volume 5 of Plats, Page 68. Milton Avenue was originally known as Columbia Street in the Artena Plat addition. This Plat lies within a Non-User Statute area as described in state law and GHMC 12.14.018(C). The Non-User Statute are areas of the City that were platted prior to 1891 and are required by state law to vacate right-of-way back to the adjacent property owner if requested and without requirement of compensation for this right of way.

Mr. White is requesting that the Milton Avenue ROW adjacent to his property be vacated to him in accordance with GHMC 12.14.018(C). The area proposed for vacation is shown on the attached survey map. The ROW consists primarily of a rectangular section with a small triangular portion on the northern end, located east of 3613 Artena Lane. The triangular section is included in the request due to the presence of a public hammerhead turnaround located to the north of the proposed ROW. The city has no plans to extend roadways through the proposed ROW. The area is characterized by steep terrain and dense vegetation, making roadway extension unlikely. However, the city has requested that Mr. White provide a utility easement to preserve the option of extending utilities in the future if needed. Mr. White supports this request. A draft utility easement has been submitted and is included with the application materials.

Because the property is located within the Non-User Statute area, the applicant is not required to obtain an appraisal or pay market value to the city for the property prior to vacation.

Mr. White has submitted all required application materials, including a letter requesting the vacation, a legal description, a survey map, and the draft utility easement. Staff has reviewed the request and does not identify a need to retain the ROW for future roadway connections. The utility easement will be recorded if the proposal is approved by the City Council.

Resolution 1359 will set a public hearing and first reading of the ordinance for this proposed right of way vacation at the city council meeting on May 26, 2026.

FISCAL CONSIDERATION: Vacating this right of way will not create a financial obligation to the city nor does the city receive any compensation for this right of way per GHMC 12.14.18(C). Additionally, the required fee has been paid in accordance with GHMC 12.14.004.

Expenditure Required: \$	Amount Budgeted: \$	Appropriation Required: \$
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ATTACHMENTS:

1. REQUEST LETTER-13
2. SURVEY-9
3. UTILITY EASEMENT DRAFT
4. LEGAL DESCRIPTION-6
5. RECORDED 1890 ARTENA PLAT ADDITION
6. R-1359

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



8803 State Highway 16
PO Box 249
Gig Harbor, WA 98335
T 253 858 8106
F 253 858 7466
thorntonls.com

27 January 2025

Director of Planning and Building Services
3510 Grandview Street
Gig Harbor, WA 98335

RE: Vacation of a portion of Milton Avenue (formerly known as Columbia Street) right-of-way

Director,

This letter serves as an official request to vacate a 30-foot wide strip of front street right-of-way abutting my property at 3613 Ardena Lane in the City of Gig Harbor. This right-of-way along with my property were created from the plat called "The Town of Ardena" in book 5 of plats at page 68 in Pierce County, Washington. This portion of Milton Avenue abutting my property at parcel number 2260000388 has never been used as street, nor has it been constructed.

Under the City of Gig Harbor's Municipal Code 12.14.018.C, which sites the "vacations of streets and alleys subject to 1889-90 Laws of Washington, Chapter 19, Section 32 (Non-user statute)", that portion of Milton Avenue right-of-way abutting my parcel has adversely, by operation of law, become mine legally since this right-of-way was never opened nor used for its original purpose.

In light of this information, I wish to request that portion of the Milton Avenue abutting my property be vacated. See attached drawings depicting the original location of the subject portion of Milton Avenue right-of-way in relation to my parcels.

Thank you for your assistance.

Sincerely,

Ryan White

AFTER RECORDING RETURN TO:

The City of Gig Harbor
Attn: City Clerk
3510 Grandview Street
Gig Harbor, WA 98335

WASHINGTON STATE COUNTY AUDITOR/RECORDER'S INDEXING FORM

Document Title(s) (or transactions contained therein):

Utility Easement

Grantor(s) (Last name first, then first name and initials)

WHITE, RYAN & KAREN

Grantee(s) (Last name first, then first name and initials)

City of Gig Harbor

Legal Description (abbreviated: i.e., lot, block, plat or section, township, range)

SEE ATTACHED EXHIBIT A

Assessor's Property Tax Parcel or Account Number: 2260000388

Reference Number(s) of Documents assigned or released:

UTILITY EASEMENT

THIS UTILITY EASEMENT, is made this _____ day of _____, 2025, by and between WHITE, RYAN & KAREN, HUSBAND AND WIFE ("Grantor"), and the CITY OF GIG HARBOR, a Washington municipal corporation ("Grantee").

WITNESSETH:

WHEREAS, Grantor owns a fee simple interest in the following real property, commonly known as 3613 ARTENA LN, Gig Harbor, Washington, 9833_, Tax Parcel No. 2260000388 (the "Property"); and

WHEREAS, the City desires an easement for utility purposes over a portion of the Property, described below, and Grantor desires to grant an easement for such purposes;

NOW, THEREFORE, for valuable consideration, receipt of which is hereby acknowledged,

GRANTOR HEREBY GRANTS AND CONVEYS to the City, a perpetual, nonexclusive easement, to erect, construct, install, lay and thereafter use, operate, inspect, repair, maintain, improve, replace and remove utilities, under, over, on, through and across that portion of the Property as described in **Exhibit A** attached hereto and incorporated herein (the "Easement"), together with the right of ingress and egress upon the Easement area and Grantors' Property adjacent to the Easement area, limited to that which is necessary to construct, install, improve, repair and maintain said utilities. The location of the Easement is shown on the Easement Location Map attached hereto as **Exhibit B** and incorporated herein.

Grantee shall exercise its rights under this Easement so as to minimize and avoid if reasonably possible, interference with Grantor's use of Grantor's Property. Grantee shall, at all times, conduct its activities on Grantor's Property so as to not interfere with, obstruct and endanger Grantor's operations or facilities. Grantee agrees to restore Grantor's Property in at least as good as condition as it currently exists, and Grantee shall remove all debris and restore the surface of the Grantor's Property as nearly as possible, to the condition in which it was at the commencement of such work.

[Remainder of page intentionally left blank.]

This Easement shall be recorded in the records of the Pierce County Auditor and shall constitute a covenant running with the land for the benefit of the City, its successors and assigns.

IN WITNESS WHEREOF, the Grantor has caused this Easement to be executed this _____ day of _____, 202____.

GRANTOR:

By: _____

ACCEPTED:

CITY OF GIG HARBOR

By: _____
Its: Mayor

APPROVED AS TO FORM:

City Attorney

[Notaries on following page.]

STATE OF WASHINGTON)
) ss.
COUNTY OF _____)

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that (he/she) signed this instrument, on oath stated that (he/she) was authorized to execute the instrument and acknowledged it as the _____ of _____, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____

Printed: _____

Notary Public in and for Washington,

Residing at _____

My appointment expires: _____

STATE OF WASHINGTON)
) ss.
COUNTY OF PIERCE)

I certify that I know or have satisfactory evidence that MARY BARBER is the person who appeared before me, and said person acknowledged that She signed this instrument, on oath stated that She was authorized to execute the instrument and acknowledged it as the Mayor of THE CITY OF GIG HARBOR, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____

Printed: _____

Notary Public in and for Washington,

Residing at _____

My appointment expires: _____

EXHIBIT A LEGAL DESCRIPTION OF PROPERTY

RIGHT-OF-WAY THAT WILL ATTACH BY OPERATION OF LAW TO RYAN & KAREN WHITE
FOLLOWING VACATION OF A PORTION OF MILTON AVENUE, GIG HARBOR, WASHINGTON.

A PORTION OF THE NORTHWEST QUARTER OF SECTION 5, TOWNSHIP 21 NORTH, RANGE 2
EAST, W.M., IN THE CITY OF GIG HARBOR, PIERCE COUNTY, WASHINGTON, DESCRIBED
AS FOLLOWS:

THAT PORTION OF THE WEST HALF OF MILTON AVENUE (FORMERLY COLUMBIA STREET)
AS DEPICTED ON THE PLAT OF THE TOWN OF ARTENA, ACCORDING TO PLAT THEREOF
RECORDED IN VOLUME 5 OF PLATS, PAGE 68, RECORDS OF PIERCE COUNTY,
WASHINGTON, LYING BETWEEN THE EASTERLY PRODUCTION OF THE NORTH LINE OF THE
SOUTH HALF OF LOT 26, BLOCK 10 OF SAID PLAT AND THE EASTERLY PRODUCTION OF
THE NORTH LINE OF LOT 28 OF SAID BLOCK 10;

EXCEPT THE FOLLOWING DESCRIBED PORTION THEREOF:
BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 28;
THENCE ALONG THE EASTERLY EXTENSION OF THE NORTH LINE OF SAID LOT 28, 30
FEET TO THE CENTERLINE OF AFORESAID MILTON AVENUE;
THENCE ALONG SAID CENTERLINE SOUTH 35 FEET;
THENCE WEST AND PARALLEL TO THE EASTERLY EXTENSION OF THE NORTH LINE OF
SAID LOT 28, 15 FEET;
THENCE NORTHWESTERLY 38.08 FEET, MORE OR LESS, TO THE POINT OF BEGINNING.

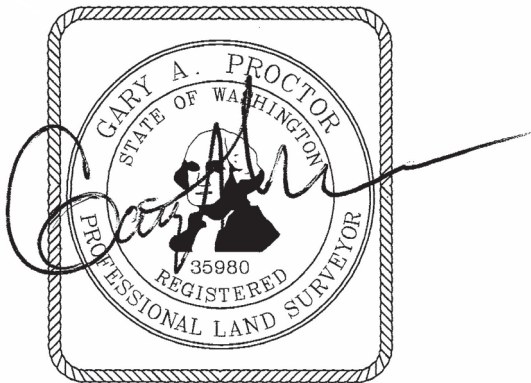
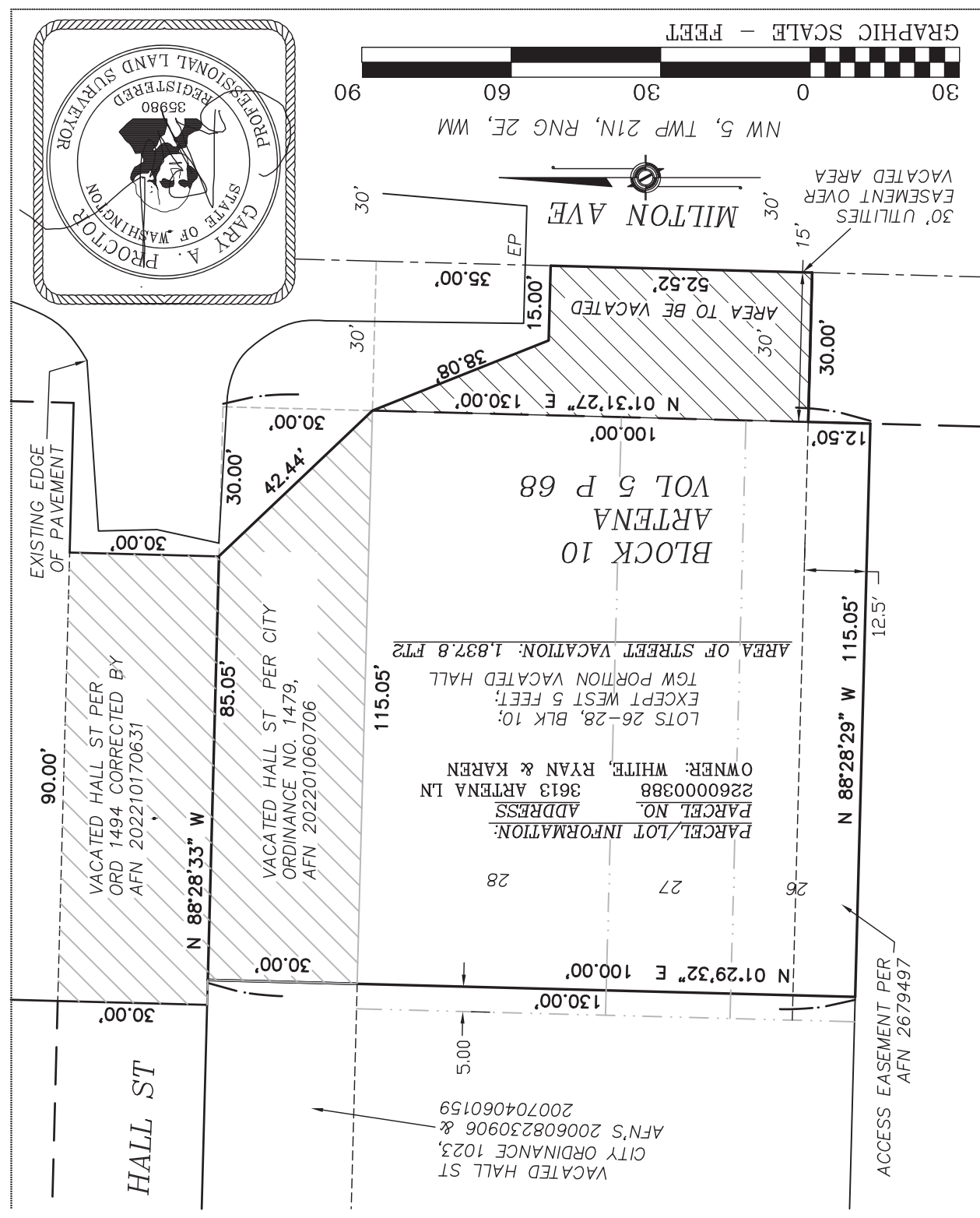


EXHIBIT B
MAP OF UTILITY EASEMENT





8803 State Highway 16
PO Box 249
Gig Harbor, WA 98335
T 253 858 8106
F 253 858 7466
thorntonls.com

PROPOSED
LEGAL DESCRIPTION

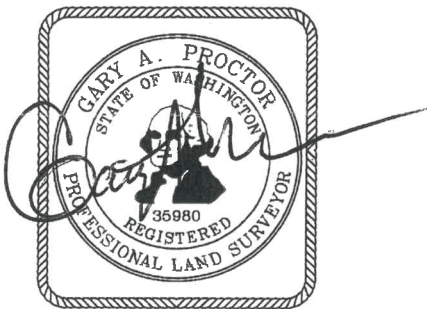
RIGHT-OF-WAY THAT WILL ATTACH BY OPERATION OF LAW TO RYAN & KAREN WHITE
FOLLOWING VACATION OF A PORTION OF MILTON AVENUE, GIG HARBOR, WASHINGTON.

A PORTION OF THE NORTHWEST QUARTER OF SECTION 5, TOWNSHIP 21 NORTH, RANGE 2 EAST,
W.M., IN THE CITY OF GIG HARBOR, PIERCE COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

THAT PORTION OF THE WEST HALF OF MILTON AVENUE (FORMERLY COLUMBIA STREET) AS
DEPICTED ON THE PLAT OF THE TOWN OF ARTENA, ACCORDING TO PLAT THEREOF RECORDED IN
VOLUME 5 OF PLATS, PAGE 68, RECORDS OF PIERCE COUNTY, WASHINGTON, LYING BETWEEN
THE EASTERLY PRODUCTION OF THE NORTH LINE OF THE SOUTH HALF OF LOT 26, BLOCK 10 OF
SAID PLAT AND THE EASTERLY PRODUCTION OF THE NORTH LINE OF LOT 28 OF SAID BLOCK 10;

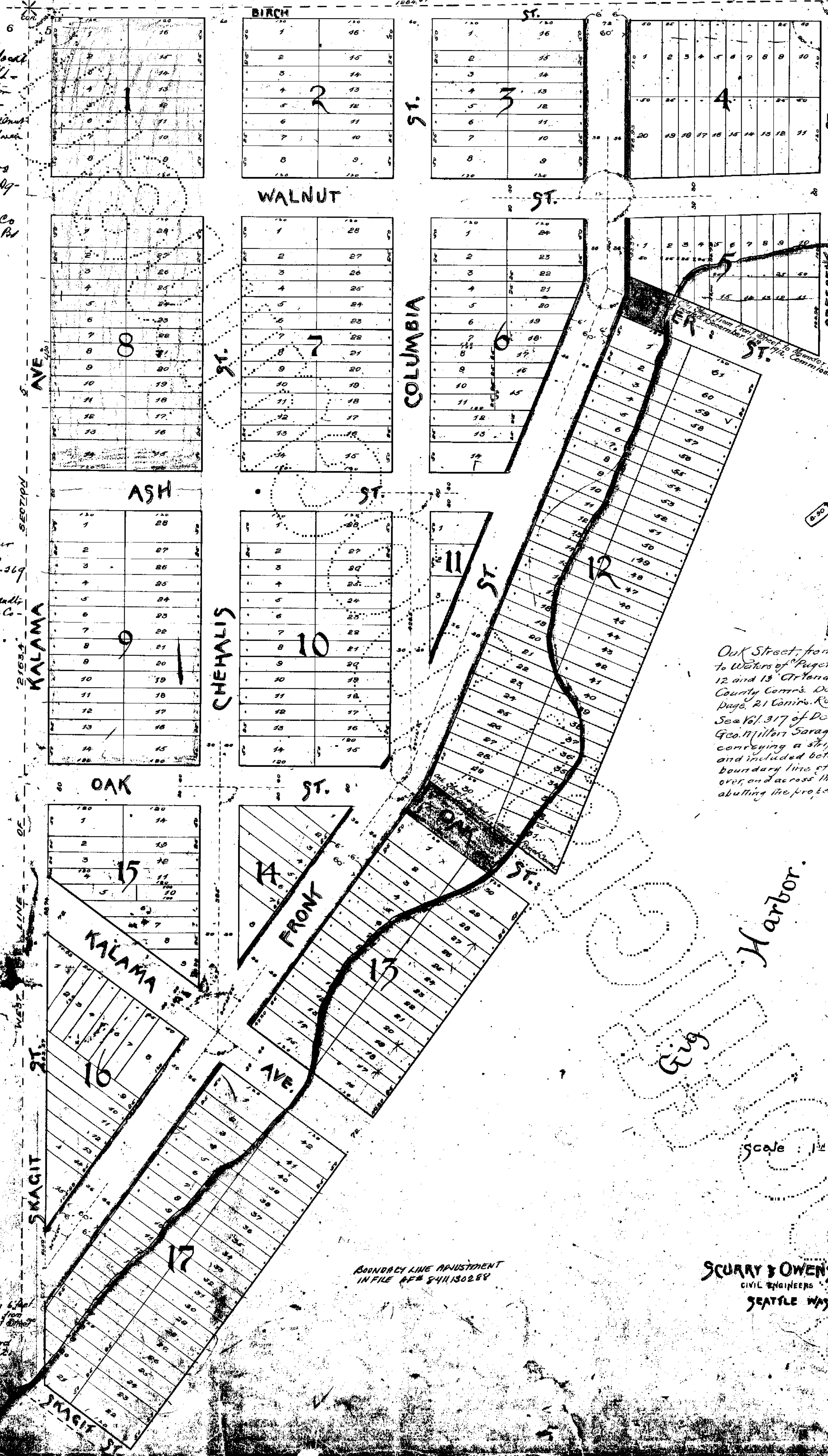
EXCEPT THE FOLLOWING DESCRIBED PORTION THEREOF:
BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 28;
THENCE ALONG THE EASTERLY EXTENSION OF THE NORTH LINE OF SAID LOT 28, 30 FEET TO THE
CENTERLINE OF AFORESAID MILTON AVENUE;
THENCE ALONG SAID CENTERLINE SOUTH 35 FEET;
THENCE WEST AND PARALLEL TO THE EASTERLY EXTENSION OF OF THE NORTH LINE OF SAID
LOT 28, 15 FEET;
THENCE NORTHWESTERLY 38.08 FEET, MORE OR LESS, TO THE POINT OF BEGINNING.

SIGNED 01-27-2025



Location of Block
One and Eight-
Antenna Addition
to Big Harbor
together with Walnut
Street lying between
Sears 1 and 8-
Order Co Commrs
see Rec. Vol 41 pg-
19-
Campbell & Co
Sears 1 and 8
Co Commrs
by H J Bates Sep

Block Nine
Created by Order
of Commissioners
Record Vol 39 pg-269
Dec 26-1923.
Campbell & Co. and
Sears 1 and 8
Co Commrs
by H J Bates Sep.



Oak Street from Easterly line of Front St.
to Waters of Puget Sound, between Block
12 and 13 Ardena, located by order of
County Commrs. Dec. 12, 1908. See Vol. 26
Page 21 Comrs. Record.
See Vol. 317 of Deeds page 213, deed from
Geo. Milton Savage, et ux, to Pierce County
conveying a strip of land 72 feet in width
and included between the prolongation of
boundary line of Kalamia Avenue, as such area
over, and across the tideland in front of and
abutting the property, in Ardena.

Scale 1/4" = 100 ft.

SCURRY & OWENS
CIVIL ENGINEERS
SEATTLE WASH.

BOUNDARY LINE ADJUSTMENT
IN FILE # 841130288

For reference only, not for re-sale.

Easterly line of Harbor 1/4
Front Street located from
with Street to Skagit Street
November 1912.
County Commrs
Record
Vol 31 Page 162.

36
120
120
60
120
120
60
200
72
300
268

120
120
36

This Town of Ardena is situated upon and covers all of Lot no. 1 of section 5 Twp. 21 N. Range 2 E.

The Base line used is the West line of said section 5, and all bearings given are referred thereto.

The Initial point is the north-west corner of Lot 1 Bk. 1, which said point is 36 feet East and 45 feet South of the North-west corner of said section 5.

Streets are of widths shown on plat

Lots are 25 x 120 feet or as indicated on said plat.

Know all men by these presents, that the Artesian Land and Improvement Co., owner in fee simple of the above described tract of land, does hereby declare this plat and grant to and for the uses of the public forever, all the streets and avenues shown on said plat.

In witness whereof the said Ardena Land and Imp't. company, has caused its corporate name to be subscribed by its president and secretary and caused its corporate seal to be herewith affixed this 15th day of August. A. D. 1890.

Signed and sealed in presence of

Fred G. Plummer

J. O. Neil.

Artesia Land and Improvement Co.

by Lucian S. Cook, president

Wm O. Chapman, secretary



State of Washington

County of Pierce

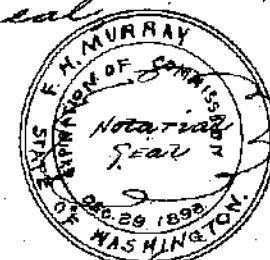
County of Pierce } ss. This is to certify, that on this 15th day of August A. D. 1890, before me, the undersigned, a notary public in and for the State of Washington, personally came Lucian F. Cook president of the Ardena Land and Improvement company and W. O. Chapman secretary of said company, personally known to me to be the president and secretary respectively of said company and the said Lucian F. Cook as president and the said W. O. Chapman as secretary acknowledged to me that they executed the within instrument in the name of the company and as and for the act and deed of said company; and voluntarily for the uses and purposes therein mentioned.

In witness whereof, I have hereunto set my hand and affixed my official seal
the day and year in this certificate first named.

F. H. Murray

Notary public in and for the State of Washington.

Residence Tacoma



Recorded at the request of W. O. Chapman Aug 23, 1890 at 20 mm feet 11 inch A. M.

Edward Higgins

Auditors, Pierce Co., W.

By W. H. Haller Deputy

RESOLUTION 1359

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, SETTING A PUBLIC HEARING FOR THE VACATION OF A PORTION OF MILTON AVE.

WHEREAS, Ryan White desires to initiate the procedure for the vacation of a portion of Milton Ave, a portion of the original Plat of the Artena, recorded in the records of Pierce County August 23, 1890, Volume 5 of Plats, Page 68; and

WHEREAS, this portion of Milton Ave lies within a Non-User Statute area as described in state law and GHMC 12.14.018C and the Non-User Statute are areas of the City that were platted prior to 1891 and are required by state law to vacate right-of-way back to the adjacent property owner if requested; and

WHEREAS, this vacation would require the owner to provide an easement to the City for the existing public utilities located within the proposed vacated area.

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

Section 1. A public hearing upon said street vacation shall be held in the council chambers of Gig Harbor Civic Center on Tuesday, May 26, 2026, at 5:30 p.m., at which hearing all persons interested in said street vacation are invited to appear.

Section 2. The City Clerk is directed to post notices of the hearing in three public places and on the street to be vacated, pursuant to RCW 35.79.020.

ADOPTED by the City Council of the City of Gig Harbor at a regular meeting thereof, held this 27th day of April 2026.

Mary Barber
Mayor

Attest:

Tiffany Aliment, CMC
Acting City Clerk



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

Meeting Date: April 27, 2026

SUBJECT: Senior Services Grant Award Recommendation

SUBMITTED BY: Housing, Health, and Human Services Program Manager Shea Smiley, MSW

DEPARTMENT: Administration

PHONE: (253) 530 - 7070

SUGGESTED MOTION: Move to approve the staff recommended Senior Services Grant Awardees.

BACKGROUND INFORMATION:

The city launched its first Senior Services Grant Program on February 17, 2026. The application window ran through March 30, 2026. The reimbursement grant program has up to \$80,000; the city may award funds to one or multiple organizations.

The city received seven grant applications, six of which met criteria for eligibility. The grant review team (Community Development Director, Parks Manager, along with the Housing, Health, and Human Services Program Manager) thoroughly reviewed all the applications and used the scoring rubric to rate each application.

The average score of each applicant was calculated, this score is what was used to determine who the top three applicants were. Staff recommends fully funding the grant requests for the top two applicants, with the remaining funds from this grant cycle awarded to the third-highest-rated applicant. Below are the recommended Senior Services Grant recipients, listed in order of score, along with their proposed award amounts:

1. Olympic Civic Services (OCS) = \$25,000 (100% of request)
2. Greater Gig Harbor Foundation (GGHF) = \$42,250 (100% of request)
3. Good Roots = \$12,750 (51% of request)

FISCAL CONSIDERATION: This section details the financial issues involved in the issue before Council, if applicable. It can include only the information contained in the table below or it can include additional financial information.

Expenditure Required: \$ 80,000	Amount Budgeted: \$ 80,000	Appropriation Required: \$
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ATTACHMENTS:

1. City of Gig Harbor_Senior Services_Grant Program

2. GH Senior Services Grant Scoring Rubric_2026

STRATEGIC PLAN PRIORITY: Provide a safe, healthy, and inclusive community



City of Gig Harbor
Notice of Funding Opportunity
2026 Senior Services Grant Application

- Please submit completed application as an attachment to an email and send to Shea Smiley Housing, Health, and Human Services Program Manager at ssmiley@gigharborwa.gov.
- Applications must be received by March 30, 2026
- Staff will provide funding award recommendations at the City Council meeting on April 27, 2026.

Senior Services Grant Overview

The City of Gig Harbor invites eligible nonprofit and community-based organizations to apply for grant funding to provide enriching, inclusive, and accessible services for older adults residing in Gig Harbor. This Notice of Funding Opportunity (NOFO) supports programs that promote holistic wellness among seniors and aligns with the City Council's strategic priority to provide a safe, healthy, and inclusive community.

Senior Services Grant Program Goals

- Promote physical, mental, emotional, and social well-being among seniors
- Reduce social isolation and loneliness
- Support aging in place and independence
- Increase access to inclusive and culturally responsive services
- Strengthen connections between seniors and community resources

Funding, Grant Term, and Eligibility

- Grant Term: January 1, 2026 – December 31, 2026 (one year)
Funding Available: \$80,000; the City may award funds to one or multiple organizations.
Funding Source: City of Gig Harbor General Fund
- Eligibility:
 - Eligible applicants include nonprofit and community-based organizations.
 - Serve 65 and older Gig Harbor residents
 - Provide one or more eligible services or activities (approved list below).

Eligible Services and Activities for Funding

- Physical wellness programs (ex: fitness classes, movement, fall prevention, yoga, tai chi, walking groups, etc.)
- Mental and emotional health supports (ex: mindfulness, stress reduction, peer support, creative arts, etc.)
- Social connection and enrichment activities (ex: lifelong learning, group outings, intergenerational programs, etc.)



- Nutrition and food access supports (ex: congregate meals, nutrition education, cooking classes, etc.)
- Health education and preventive services (ex: workshops, wellness navigation, etc.)
- Technology access and digital literacy programs, promoting independence and connection
- Caregiver education, respite, and support services
- Transportation or mobility support that enable participation in community activities

Application Requirements

- ☐ Cover letter
- ☐ Organizational background and experience serving seniors
- ☐ Program description including goals, activities, and outcomes
- ☐ Explanation of how services promote holistic wellness
- ☐ Staffing plan and qualifications
- ☐ Implementation timeline
- ☐ Grant budget and budget narrative
- ☐ Data collection and reporting plan (quarterly program and financial reports required)
- ☐ References
- ☐ Required attachments (nonprofit status, insurance, financial documents)

Reporting and Compliance

Grant recipients will enter into a grant agreement with the City of Gig Harbor and comply with all applicable local, state, and federal requirements. Quarterly program and financial reports required.

Senior Services Grant Program Contact Information

Shealynn Smiley
Housing, Health, and Human Services Program Manager
City of Gig Harbor
Email: ssmiley@gigharborwa.gov
Phone: (253) 530-7070

Funding Process and Procedures

1. Applicants submit a complete 2026 application.
2. Proposals are reviewed by the Senior Services Grant Program review panel (Housing, Health, and Human Services Program Manager and Community Development Director).
3. Discussion and funding recommendation will occur at the March 23, 2026 City Council Meeting.
4. Applicants are notified of award, partial award, or non-award of funds. The review panel may recommend awarding only a portion of the funding requested.
5. City issues contracts.
6. Grant recipients complete proposed services.
7. Applicants submit to the city:
 - a. Invoice (include description of services provided)
 - b. Receipts
 - c. Promotional or marketing materials associated with services.
8. City issues payment after approval by the city council.

Sample Invoice

To:

City of Gig Harbor
Attn: Housing Health and Human Services
3510 Grandview Street
Gig Harbor, WA 98335

From:

Name of Organization
Date of Invoice

Item/Description of Line-Item	Cost of Item
Item 1: A description of each item with a receipt for reimbursement.	\$000.00
Item 2: Repeat with a description of next item with a receipt.	\$000.00
Continue until all items are listed with receipts attached.	
Total Balance \$000.00	

Make checks payable to:
Name of Grant Recipient

Mail payment to:
Address Here

City of Gig Harbor

2026 Senior Services Grant Application
Proposal Scoring Rubric
Total Possible Points: 100

Evaluation Category	Excellent	Good	Adequate	Limited	Points Possible
Program Alignment with Grant Goals	Strongly advances multiple grant goals such as holistic wellness, reducing isolation, aging in place, and inclusive services.	Clearly aligns with at least one major program goal.	Some alignment with program goals but limited detail.	Weak or unclear alignment with program goals.	20
Program Design & Quality	Well-designed program with clear goals, detailed activities, and meaningful outcomes for seniors.	Program is clear and well-structured with reasonable outcomes.	Program description present but lacks clarity or depth.	Program design unclear, incomplete, or poorly developed.	15
Impact for Gig Harbor Seniors	Significant benefit to Gig Harbor seniors with strong reach and measurable community impact.	Moderate benefit with clear participant engagement.	Limited reach or unclear community impact.	Minimal benefit or poorly defined service population.	15

Community Partnerships & Collaboration	Strong partnerships that enhance program reach and service delivery.	Some partnerships or collaboration identified.	Limited collaboration described.	No partnerships identified.	15
Implementation Plan	Timeline, staffing, and program structure demonstrate strong readiness to implement successfully.	Plan appears feasible with minor gaps in detail.	Implementation plan present but lacks clarity or detail.	Implementation plan unrealistic or poorly defined.	15
Budget & Financial Feasibility	Budget is clear, reasonable, and strongly aligned with program activities.	Budget mostly clear with minor questions.	Budget somewhat unclear or weakly connected to activities.	Budget unrealistic, incomplete, or poorly justified.	10
Data Collection & Reporting Plan	Clear and well-developed plan to track participation, outcomes, and reporting requirements.	Basic data tracking plan included.	Limited or unclear reporting strategy.	No clear plan for reporting or data collection.	5
Accessibility & Inclusivity of Services	Program intentionally designed to reach diverse seniors and reduce barriers to participation.	Program includes some accessibility considerations.	Limited attention to accessibility or inclusion.	Accessibility and inclusion not addressed.	5



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

Meeting Date: April 27, 2026

SUBJECT: South Sound Military & Communities Partnership (SSMCP) Elected Official Council Appointee

SUBMITTED BY: Housing, Health, and Human Services Program Manager Shea Smiley, MSW

DEPARTMENT: Administration

PHONE: 253-530-7070

SUGGESTED MOTION: Move to select an appointee for the South Sound Military and Communities Partnership (SSMCP) Elected Official Council.

BACKGROUND INFORMATION:

During the February 26, 2026 study session council received a presentation from South Sound Military and Communities Partnership (SSMCP). SSMCP is a partnership of more than 50 members: cities, counties, tribes, nonprofits, corporations, organizations, and Joint Base Lewis-McChord. They work to bridge military and civilian communities through innovative and flexible partnerships and performing mutually beneficial work in the South Sound.

Council directed staff to move forward with the city's membership to the SSMCP. Noting our community's strong military ties, it remains essential that we continue to strengthen our partnership and support. Part of the membership is appointing one of the city's elected officials to the Elected Officials Council. Staff is requesting council appoint a member of council to represent the city.

FISCAL CONSIDERATION: This section details the financial issues involved in the issue before Council, if applicable. It can include only the information contained in the table below or it can include additional financial information.

Expenditure Required: \$	Amount Budgeted: \$	Appropriation Required: \$
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ATTACHMENTS: None

STRATEGIC PLAN PRIORITY: Provide a safe, healthy, and inclusive community

GENERAL FUND – NON-DEPARTMENTAL
Admin – City Clerk

Goal	Status of Goal (as described in the 2025-26 Budget)
Continue to facilitate the appropriate and timely response to the increasing volume of public records requests to be more open, accountable, and responsive to the public. Implement the public records policy.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 62% Notes:
Continue to implement open data access on the city's website. Open data can facilitate government transparency, accountability, and public participation.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 62% Notes:
Work for continued compliance with document and electronic records retention and ways to facilitate record retrieval through the Records Management Committee.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 62% Notes:
Develop a Gig Harbor Citizens Academy to provide a transparent learning and partnership opportunity with the public.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes: Objective deprioritized by administration for 2025
Manage the Americans with Disabilities Act (ADA) compliance as the city's ADA Coordinator. Ensure high standard of ADA compliance.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 62% Notes:
Support tourism and tourism organizations through lodging tax grant funding.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 62% Notes:
Develop a Cultural Access Program.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 25% Notes: This initiative is on pause, as it was not supported by GH voters.
Support establishment of a Creative District.	Goal on track to be met by end of 2026: ☐ Yes ☒ No

	Goal will be met under budget: ☐ Yes ☐ No Percent complete as of 3/31/26: 0% Notes: Objective deprioritized by administration
Support sister city activities.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 62% Notes:
Review and amend city fee schedules.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 50% Notes:

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

Goal	Status of Goal (as described in the 2025-26 Budget)
Create a citywide Communications Strategy and Plan. \$50,000 (2025)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 40% Notes: This will evolve as the city strategic plan is updated and finalized.
Develop a city social media policy to avoid violations of OPMA.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: City social media policy (A-18-03) was adopted on 12/10/2018. Additional social media guidelines were deployed in April 2025. Concerns about rolling meetings on any platform should be addressed through training on OPMA rules.
Launch City of Gig Harbor Instagram account. Consider other social media opportunities.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: @MayorMaryBarber on Instagram serves as the city presence on that platform. Revisions to this goal may be needed as the city strategic plan is revised.
Collaborate with all departments to share city project information with the public in an interactive manner. Utilize electronic and paper methods. \$50,000 (2025-26)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: This is coordinated through the PW StoryMap, Traffic Alerts, News Flashes, GAB, social media, flyers, and in-person events. This budget could be repurposed for on-call graphic design services or to expand staff access to Adobe Creative Suite, Canva, or social media platform management (Hootsuite) tools.

Develop and maintain a Community Advisory Committee Program to increase communication and interaction with neighborhoods. \$20,000 (2025-26)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes: Revisions to this goal may be needed as the city strategic plan is revised.
Maintain and enhance the Gig-A-Byte newsletter.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: Redesigned layout deployed in August 2025.

GENERAL FUND – NON-DEPARTMENTAL

Objective	Status of Objective (as described in the 2025-26 Budget)
Financial. The annual audit performed by the state auditor's office: \$50,000. Insurance for General Governmental activities: \$454,888.	Objective on track to be met by end of 2026: ☒ Yes ☐ No Objective anticipated to be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 90% Notes: 2024 Annual SAO Audit still in progress as of April 20 ,2026.
Operating transfers out. General fund transfers to other funds for 2025-26 are as follows: Transfers out by fund amounts Street Operating \$2,000,000 <u>LTGO Debt 726,260</u> <u> Total \$2,726,260</u>	Objective on track to be met by end of 2026: ☒ Yes ☐ No Objective anticipated to be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: Transfers to funds will occur as needed

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

Goal	Status of Goal (as described in the 2025-26 Budget)
Identify grant funded opportunities to establish, support, and sustain a Designated Co-Response Program. This program would fall under the leadership of the Housing, Health, and Human Services Program Manager in partnership with Gig Harbor Police Department and Gig Harbor Fire & Medic One.	Goal on track to be met by end of 2026: x Yes ☐ No Goal will be met under budget: x Yes ☐ No Percent complete as of 3/31/26: 50% Notes: Partnered with PD in applying for SB2015 funds. Working to submit next grant open application cycle.
Implement City Youth Council. \$5,000 annually	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% (implementation) Notes: Youth Council has been implemented and is ongoing. We are now working on the Youth Summit scheduled for May 30, 2026.
Community, Diversity, and Equity Mayoral Committee. \$5,000 annually	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: Final work and presentation have been completed. Committee's work has concluded.
Maintain H3 program high level of service.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: Continually ongoing
Research and develop the city's response to homeless encampments.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: City policy written and adopted in 2025.
Update income guidelines for Senior Discount Utility Program.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: Updated program launched 1/1/25

GENERAL FUND – NON-DEPARTMENTAL
Admin – HR

Goal	Status of Goal (as described in the 2025-26 Budget)
Productivity and efficiency – a priority focus in this budget cycle is identifying a Human Resources Information System (HRIS) solution supporting the effective administration and reporting of attendance, benefit management, payroll, performance management, talent acquisition, timekeeping, training, and more. \$45,000 one-time implementation cost (2025-26); \$50,000 annually	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 03/31/26: 100% Notes: Implementation has been completed and the program fully operational as of October 2025.
Rewards and recognition – enhance staff engagement by developing a framework for celebrating and rewarding special projects, achievements, service excellence, teamwork, and overall performance.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 03/31/26: 63% Notes: Staff reward and recognition efforts are occurring continuously.
Safety and risk – engage with and utilize full scope of services and standards established by Risk Management Service Agency (RMSA), mitigate risk factors by prioritizing timely staff safety training.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 03/31/26: 63% Notes: Safety and risk measures are in place and continuously being reviewed and implemented. Staff refresher trainings are assigned and completed as appropriate, i.e. defensive driving, harassment, discrimination. Critical Incident training for all staff is scheduled to occur in May.
Staff experience – improve onboarding with an enhanced New Employee Orientation Program, sustain Well City and Better Commuter Business awards, assess and implement wage study recommendations as the budget allows, further integrate DEIB in support of creating an atmosphere where everyone has an equal opportunity to thrive, feels valued, respected, and empowered to contribute their unique perspectives and talents.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 03/31/26: 63% Notes: The city was awarded the WellCity designation in 1Q for the 2025 program year. Staff engagement and participation in events and activities continues to be strong.
Staff training and development – performance evaluations, supervisory training, leadership academy.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No

	Percent complete as of 03/31/26: 63% Notes: Several staff attended discipline-specific training events and conferences (i.e. planning, public works, finance, etc.) in 1Q. The entire leadership team, and other staff who routinely present to council and/or the public, participated in a workshop focused on the fundamentals of communication. Supervisors have consistently completed performance evaluations in a thoughtful, thorough, and timely manner.
Conduct an ITS staffing study. \$45,000 (2025)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 03/31/26: 100% Notes: ITS staffing study has been completed. A presentation was provided to council by the consultant in a January study session. The final report is being utilized by the ITS Manager to guide and prioritize their workplan.
Update safety manual and accident prevention program.	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☐ Yes ☐ No Percent complete as of 03/31/26: 0% Notes: Project currently pending the Risk & Safety Program Manager hire.

GENERAL FUND – NON-DEPARTMENTAL
Admin – ITS

Goal	Status of Goal (as described in the 2025-26 Budget)
Fund Management: Establish ITS internal service fund	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☐ Yes ☐ No Percent complete as of 3/31/26: 5% Notes:
Data Management: - Migration of data from box.com to Microsoft 365 to align the city's data with the productivity products used by city staff. - Equipment refreshes server and storage hardware citywide due to vendor planned obsolescence. Servers (5) Replacement Cost \$103,870 with Storage \$62,282 and Firewalls \$39,487. - Continue to migrate services that rely on legacy plain old telephone systems (POTS) to more cost-effective options.	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 50% Notes: SmartGov linked documents will require extensive manual effort to migrate from BOX to OneDrive, this is still being researched. Server hardware refresh is complete. Firewalls at PWOPS and WWTP to be replaced 1/2026. POTS project on track for EOY completion Updates 4/20/26: BOX migration held until Fy27 due to priority conflicts
Cyber Security: - Cyber Security Penetration Testing and Remediation. \$60,000 - Implementation of Multi-factor Authentication (MFA) at Windows logon. \$20,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 65% Notes: Pen testing completed. MFA on track for completion by 11/2026.
Building Facilities: - Collaborate with Public Works to implement fire protection/detection systems in the server room. Installation and Training \$31,500 - Collaborate with Public Works to upgrade fiber optic cables that feed the Public Works Operations and Wastewater Division buildings from Civic Center.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 5% Notes: Public works facilitating fire suppression system. Determined that installing city-owned fiber to PW and WWTP is not cost

	effective, ITS to secure better fiber network service from new vendor. Likely to be completed before EOY 2026. Update 4/20/26: Comcast to install faster, lower priced connections to WWTP and PWOPS by 9/2026
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GENERAL FUND – NON-DEPARTMENTAL
Admin - Mayor/City Administrator

Goal	Status of Goal (as described in the 2025-26 Budget)
Maintain state lobbying contract. \$40,000 annually	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☒ No Percent complete as of 3/31/26: 62% Notes:
Provide funding for the Gig Harbor Waterfront Alliance and its continued activities to promote downtown businesses. \$25,000 annually	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☒ No Percent complete as of 3/31/26: 62% Notes:
Collaborate with local organizations in support of senior services and activities. \$40,000 annually	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☒ No Percent complete as of 3/31/26: 50% Notes:
Support creative art endeavors in the city in implementation of the arts and culture element of the comprehensive plan. \$35,000 annually	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☒ No Percent complete as of 3/31/26: 75% Notes:
Promote and attract new businesses to downtown Gig Harbor through a variety of methods.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 25% Notes:
Sister City Program support. \$5,000 (2025-26)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes: No request for funding received YTD
Emerging Leaders Training Program. 2025 will be the inaugural year for the City of Gig Harbor Emerging Leaders Training Program, intended to provide training opportunities for staff interested in advancing their careers into the management and leadership realm of municipal government. \$5,000 annually	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 50% Notes:

CAPITAL PROJECTS - CITY BUILDINGS

Goal	Status of Goal (as described in the 2025-26 Budget)
Civic Center HVAC Upgrade. The city completed a feasibility study in 2022 to identify Civic Center HVAC replacement alternatives that reduce the city's carbon emissions, reduce energy costs, and reduce future maintenance costs. Based on the outcome of the feasibility study, the city initiated a construction contract in 2023 with MacDonald Miller, as a Washington State Department of Enterprise Services Energy Services Company, to replace the Civic Center's HVAC system. This work will be completed in early 2025. \$150,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 99% Notes: The contractor has completed all installation work and has balanced the operation of the new equipment. They also believe they have resolved the earlier issues with MZU-3.
Civic Center Fire System and Intrusion Upgrades. The current building fire system at the Civic Center was installed when the building was constructed over 19 years ago. The current equipment and software are no longer supported by the vendor. Additionally, per updated requirements of the Federal Bureau of Investigation (FBI), this system must have fire suppression installed by 2026. The proposed new equipment will include new fire control panel, smoke beam sensors, emergency door closing units, a fire suppression system for the computer server room, and access card readers to certain interior double doors. This project also will replace the outdated intrusion system in the Civic Center with new door/motion sensors and keypads and add security cameras at various locations throughout the Civic Center. \$87,500	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes:
Operations Center Decant Facility. The City of Gig Harbor currently has an agreement with the City of Port Orchard to use Port Orchard's decant facility for Gig Harbor's vector waste. While this agreement provides a less expensive alternative than other regional disposal facilities, trucking waste to Port Orchard is expensive and time consuming. Additionally, the ability to wash and maintain vehicles, including the street sweeper, does not exist at our current facility.	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 25% Notes: Staff are collaborating with the design consultant to consider project cost-saving options. Enhanced maintenance plan has been submitted to Ecology. If approved, we will pursue a CN grant with funding available in

The city has space and infrastructure at the Operations Center to install a decant facility. This objective will complete the design, permitting, and construction of a new decant facility in 2025 at the existing Operations Center. The city will review funding sources, including a grant through Department of Ecology, by way of an enhanced stormwater maintenance plan and the city's Opportunity fund through Pierce County Flood Control Zone District. \$1,500,000	2027. City has received 30% design. Construction will be in 2027.
Operations Center Fueling Station. The city currently relies on retail fueling for all vehicles and equipment. These retail facilities are unreliable, often provide poor fuel quality, and increase the possibility of fraud. Adding a fueling station at the Operations Center for both diesel and unleaded fuel will provide the city with fuel during emergency responses, reduce fuel costs, provide greater accountability, and help the city meets its climate goal by providing a climate-friendly R99 diesel option that will also reduce maintenance costs over time with reduced emissions. \$480,000	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 20% Notes: For cost saving measures, this project is included as part of the design effort for the Decant Facility project. (See Operations Center Decant Facility)
Civic Center Security Upgrades at Reception Areas. The Civic Center has four counters that have no separation between the public and staff. This proposed work would provide improved security features, including placing a security barrier between staff and the public. \$30,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 25% Notes: Storefront scheduled for installation at end of April.
Civic Center Police Department Security Gate Upgrades. This work consists of replacing the two original security gates at the Civic Center with new security gates. The original gates are worn and require routine maintenance, for which most parts are no longer available. Additionally, the original gates do not meet the current safety standards and vendors are no longer willing to fabricate replacement parts due to liability reasons. This work was originally anticipated to be completed in 2024. \$75,000	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 5% Notes: Due to staff capacity this project will need to roll in the next budget cycle.

CAPITAL PROJECTS - PARKS DEVELOPMENT

Gig Harbor Sports Complex Phase 1B - Construction. The city has been proceeding with developing a sports complex in Gig Harbor North since the city acquired park land in this area in 2011. The city then developed a series of master plans for the sports complex and the scope of the complex increased until 2018 when the project developed into the phased development of what we have today. The current Phase 1 consists of two sub-phases that are interrelated but not equivalent. The YMCA will proceed with the Phase 1A project, which consists of two artificial turf fields with associated lighting and parking. The city is proceeding with Phase 1B, which includes a pickleball and bocce ball courts, multiple playgrounds, multiple pavilions, and a natural turf open space. The design and permitting effort for the project was initiated in 2022 with construction beginning in May 2024. The construction is anticipated to be completed by early 2025. \$2,000,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☒ No Percent complete as of 3/31/26: 99% Notes: Substantial completion is issued for the project. The project will be slightly over budget due to the need to construct a dumpster enclosure. City council approved the additional budget expenditure for the trash enclosure work. Trash enclosure is complete. Project is close to physical completion.
Crescent Creek Restroom Remodel – Design, Permitting, and Construction. The restrooms at Crescent Creek Park were built in the 1970s and do not fully meet ADA standards. The fixtures inside the restrooms are old and wearing out. This project would improve ADA accessibility and provide modern fixtures to the popular park by hiring a consultant to design and permit for ADA improvements, add a new roof, and provide lockable unisex bathrooms. \$190,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 5% Notes: Draft floorplan design completed as part of Crescent Creek Master Plan update contract. Need to finish design.
Crescent Creek Play Area Resurfacing and Sand Pit Modifications. The pebble flex surface of the playground area at Crescent Creek Park has reached the end of its useful life. This project would install an artificial turf product designed for playground retrofits over the top of the pebble flex, keeping with the water and land themes in colored product. This same material is being used at Phase 1B of the sports complex. Additionally, the sand from the sand pit has caused	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes:

degradation to the surface faster than expected when the sand inevitably leaves the sand pit. This project would either move the sand pit outside the playground or add a fence to the area. \$40,000	
Soundview Forest Tree Maintenance. An arborist report was conducted in Soundview Forest in 2018. Many trees were identified as needing to be removed or serviced for the health of the forest. This work would hire a tree service company to implement the recommendations of the arborist report. \$125,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 50% Notes: Will be complete by end of April.
Crescent Creek Park – Master Plan. The city’s Crescent Creek Park (previously known as “City Park”) has developed, redeveloped, and expanded in a sporadic fashion, with six parcels and four different zones. Staff, with the support of a consultant, will conclude the public visioning that began in 2022 then establish, with Council support, a master plan for Crescent Creek Park. The planning efforts were put on hold for a year to allow a group of area residents to come up with a plan to save the Masonic Lodge. \$110,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: Adopted by council resolution 1/26/26.
Jerisich Dock – Design, Permitting, and Re-decking. During king tides, the decking on the pier portion of Jerisich Dock often lifts up and floats on the water. A structural analysis of the pier is needed to determine the structural integrity of the pier. Additionally, the floats need to be analyzed for structural integrity, along with the dingy dock. Some structural repairs will likely be required along with the associated engineering. A total replacement of the decking materials will be performed after the structural analysis is completed. All repairs will be completed by city staff. \$66,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 25% Notes: Consultant provided final report. Maintenance and replacement of boards will occur in-house as time and workload allows. Consultant moving forward with permitting for replacement of under-pier wooden components.
Finholm View Climb - Structural Analysis, Design, and Permitting. Structural failures in 2023 highlighted the need for a full structural analysis of the city’s Finholm View Climb. This work will also include completion of any necessary design and permitting to complete future improvements to the structure. \$30,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 15% Notes: Report recommendations will be implemented by summer. Another review will be done after dry summer season.

Adam Tallman Park – Wetland Review and Trail Improvements. The wetlands at Adam Tallman Park continue to expand and the trails frequently flood and cause tree mortality. The paved portion of the trail is hazardous due to tree root growth which causes buckling. This project would hire a wetland biologist to review the wetlands and recommend enhancements and management techniques. The pavement would likely be removed and replaced with fine gravel that would be ADA compliant, while also allowing materials to be repositioned when conditions change. Construction of the improvements would be completed by a non-profit work crew to re-establish the trails. \$50,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 20% Notes: Scope and fee for wetland and habitat received. Staff plans to hire on-call arborist for tree review in Q2.
Loop Trail Construction and Signage at txʷaalqəl Conservation Area (Phase 2). The various funding agreements for Phases 1, 2, and 4 of the city's txʷaalqəl Conservation Area require public access via pedestrian trails. The primary proposed trail is a loop trail on Phase 2. For this loop trail, there is an existing roadbed and bridge that was slated to provide public access to the existing, overgrown pedestrian trails. However, the bridge was found to need significant structural repairs prior to being used. Therefore, for this objective the city will consider designing and permitting a new pedestrian access from the Cushman Trail to the existing trails. This project will also include marked trails, signage, and a small parking area at the Phase 3 site. The city is considering contracting with a non-profit work crew to develop and enhance the trails and other related work on the conservation properties. This objective will also complete a feasibility study to consider next steps for the existing bridge and complete initial design based on the outcome of the feasibility study. \$75,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 95% Notes: TPU permitting complete. Trail work complete. Signs are last remaining item.
Splash Pad Replumbing and Rewiring – Design and Construction. The splash pad at the Welcome Plaza at Skansie Park was originally designed as an artistic water feature, not a publicly accessible splash pad. This change to a public splash pad led to the	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 10%

primary components being placed in an underground vault in the middle of the plaza. To use the feature as a public splash pad, the vault needs to be accessed daily by staff. With the equipment being placed in a damp, enclosed environment and with staff needing frequent access, the piping and electrical controls have broken down. This project intends to replumb and rewire the splash pad to make it accessible above ground and allow for longer life of the system, as well as ease of maintenance. \$250,000	Notes: Consultant selected. Review of 60% plans complete. 90% plans expected by end of April. Construction expected in fall of 2026.
Basketball Court at Civic Center Skate Park – Design and Permitting. This project would design and permit an outdoor basketball court at the skate park located at the Civic Center campus. This work could be consolidated with the Grandview Restroom Removal/Construction project. \$45,000	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes: Due to staff capacity this project will need to roll in the next budget cycle.
Commercial Fishing Homeport Design, Permitting, and Construction. In 2012, the city purchased three waterfront parcels along Harborview Drive which eventually became Ancich Waterfront Park. Due to its waterfront location, the city's vision for the site quickly focused on waterfront uses, including access for commercial fishing vessels, human powered craft, and public access. The park vision was adopted through Resolution 949 in 2013 and soon after the city applied for grants and looked for other funding sources. Due to funding constraints, the city decided to develop the site in phases that included upland development, human powered craft launch site, and commercial fishing operation development. The upland development was completed in 2018. The human powered craft launch site was completed in 2021. This proposed objective will complete the design and permitting effort, then initiate a construction contract for the new float system for the commercial fishing homeport at the park. \$3,480,000	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 45% Notes: Project permitting, specifically mitigation credits, continues to be challenging. It is likely that construction of the project will extend into 2027.
Gig Harbor Sports Complex Phase 1A. The YMCA has a lease agreement with the city from 2021 that allows the YMCA to manage and use the Sports Complex Phase	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No

1A site, north of the Phase 1B project. The YMCA must construct Phase 1A, including two lighted, artificial turf fields. The city will be contributing HBZ funds and multiple grants to help construct Phase 1A. The city anticipated using a \$120,000 Pierce County Appropriation as part of the Phase 1A work; however, due to the expenditure timeline this amount was spent on Phase 1B and the remaining \$120,000 in REET funds from Phase 1B are allocated to Phase 1A. The anticipated timeline for completion of Phase 1A is 2026. \$2,329,820	Percent complete as of 3/31/26: 98% Notes: City's role in Phase 1A funding is complete. The funds have been handed over, and the legislative appropriation has been closed out. Some final punchlist items remain. Fields open as of 4/6/26.
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CAPITAL PROJECTS - STREET DIVISION

Burnham Drive Half-Width Roadway Improvements Phase 1A – Construction. Complete the construction of approximately 1,400 LF of pedestrian and roadway improvements along the east side of Burnham Drive, between 96th Street and the northerly Eagles driveway, where a sidewalk gap exists. This work will also replace a storm culvert with a bridge to enhance fish passage (identified separately in Storm Capital, fund 412). The bridge and the roadway project were awarded as one contract with two bid schedules. This project was also awarded a Transportation Improvement Board (TIB) grant in their 2023 call for projects. \$3,000,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☒ No Percent complete as of 3/31/26: 100% Notes: This project has received physical completion. Staff are working together and tracking project overages are addressed and reallocated between other streets and utility funds. Project is going through public works contracting close out procedures.
Wollochet Drive/Wagner Way Intersection Improvements. Complete the construction of a traffic signal at the intersection of Wollochet Drive and Wagner Way. This project will include ADA upgrades and will interconnect this signal to the remaining signals in the Wollochet Drive corridor. This project was awarded a TIB grant in the 2023 call for projects. \$800,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: Project is physically complete and going through close out.
Pavement Maintenance and ADA Improvements – Soundview Drive (Hollycroft to Magnolia). The city's Water Division completed the Soundview Drive Watermain Replacement project in 2024. However, with this project the city only completed an asphalt trench patch, which is	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☐ Yes ☒ No Percent complete as of 3/31/26: 20% Notes: 30% design for Soundview reviewed by engineering staff. However,

interim and does not meet the city's standard. The existing patch must be replaced with a full pavement replacement for the lane in which the watermain was placed. Further, due to existing pavement conditions, the entirety of Soundview Drive along the limits of the watermain project is a top candidate for pavement maintenance by means of an asphalt overly. However, the Water Division cannot pay for street improvements per RCW. Therefore, this objective would design and construct ADA improvements along Soundview Drive and complete asphalt overlay in the same project limits as the 2024 watermain project using funds from both Water Capital and Street Capital. From a previously deferred objective, this work will include installation of a new rectangular rapid flashing beacon near the 5600 block of Soundview Drive. The estimate for this project is \$2,780,000, of which \$1,780,000 is identified in Street Capital and \$1,000,000 is identified in Water Capital. \$1,780,000	based on the mid-biennial budget amendment and approved by council, the following was added to the project: Soundview lighting, Borgen pavement maintenance design, and Harborview Pavement maintenance design.
Grandview Street/Pioneer Way Signal Loop Replacement. The loops at the Grandview Street/Pioneer Way intersection have failed and can no longer detect vehicles approaching the intersection. This signal is temporarily set in a timed mode and regularly gives a set amount of green time per intersection leg. There are multiple trench patches throughout the intersection which have contributed to the poor pavement condition. This objective will design and construct new signal loops. \$250,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 15% Notes: A consultant was hired to analyze what was needed at the intersection. Upon completion of the report, public works crews purchased and installed a Wavetronix detection system that replaced the in-ground loops at the intersection. Project is complete.
Pavement Maintenance and ADA improvements – 38th Avenue (city limits to 41st Street). This project will perform pavement maintenance on 38th Avenue based on the city's pavement maintenance ratings. When the city moves forward with the overlay project, all impacted ADA pedestrian facilities along the corridor are required to be brought into compliance with current standards. \$200,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 20% Notes: (This will be completed under pavement maintenance project. See Soundview Pavement Maintenance above)
38th Avenue Phase 2 Half-Width Roadway Improvements. This objective will construct	Goal on track to be met by end of 2026: ☐ Yes ☒ No

half-width roadway improvements along the east side of 38th Avenue from 56th Street to Hunt Street. This objective will also coordinate the installation of dry sewer in accordance with the associated Wastewater Capital objective. The city is prioritizing saving mature trees in the corridor and using low impact development stormwater practices where soil infiltration rates allow. The project design is anticipated to be complete in 2024, while the right of way and construction phase will extend into the 2025-26 budget cycle. The city is applying for TIB grants for this project via TIBs 2024 call for projects. \$4,645,000	Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 50% Notes: The project went out to advertisement on 3/31/26. Construction of sewer will start first. To be followed by construction of the pedestrian improvements and roundabout. Project will likely extend into 2027
38th Avenue Phase 2 Half-Width Roundabout Improvements. This objective will construct a roundabout at the intersection of 56th Street and 38th Ave. A traffic impact analysis was conducted by the city that demonstrates the need for a roundabout instead of a signal at this location as a long-term intersection control. A roundabout will improve vehicular level of service and enhance vehicular safety, while accommodating for pedestrians and cyclists. \$3,310,000	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 50% Notes: The project went out to advertisement on 3/31/26. Construction of sewer will start first. To be followed by construction of the pedestrian improvements and roundabout. Project will likely extend into 2027
New Streetlight Installations – Peacock Hill Avenue and Borgen Blvd (West End). Consultant to perform illumination analysis. Operations staff to purchase and install nine new 20-foot streetlights along the east side of Peacock Hill Avenue from Vernhardson Street to Ringold Street. Along Borgen Blvd this work will occur between the western Target entrance and the lower roundabout. This will fill in a gap of streetlights along this section of roadway and is mostly located along the city's own property. \$60,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 30% Notes:
Wollochet Drive/SR 16 Westbound On-ramp Right Turn Lane. Complete the design and construction of a right turn lane along eastbound Wollochet Drive to the SR 16 westbound on-ramp. This project has been awarded state funds and requires coordination with WSDOT. Design and/or construction of this project may be combined with staff supported objective #6. \$1,450,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 58% Notes: The city is reviewing 100% plans. Coordination with WSDOT is ongoing. Both interchange projects will

	be bid as 1 project. Bid opening expected early summer 2026.
Wollochet Drive/SR 16 Eastbound Off-ramp Right Turn Lane. Complete the design and construction of a right turn lane on the SR 16 eastbound off-ramp approaching the signal. This project has been awarded state funds and requires coordination with WSDOT. Design and/or construction of this project may be combined with staff supported objective #5. \$2,050,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 58% Notes: The city is reviewing 100% plans. Coordination with WSDOT is ongoing. Both interchange projects will be bid as 1 project. Bid opening expected early summer 2026.
Harbor Hill Drive Landscape Mitigation. As part of the Harbor Hill Drive extension project constructed in 2017, the city removed some native vegetation within a portion of Northharbor Business Park. This objective will complete the installation of landscape mitigation associated with the removal of this native vegetation. \$110,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☒ No Percent complete as of 3/31/26: 95% Notes: Construction of this project is nearing completion. Council authorized budget overage.
Peacock Hill Avenue Half-Street Improvements – Design and Permitting. The city initiated a design contract in 2024 to install city standard half-street frontage improvements along the west side of Peacock Hill Avenue between the 9900 block and Apollo Way. Due to topography, the project will require property acquisition to install slopes and/or walls behind sidewalk. Additionally, in conjunction with this street improvement project, the city is installing a new watermain along the limits of the street improvements in the 450 Zone to add redundancy to a large area of the zone that is supplied by a dead-end watermain. The Water Capital fund is providing additional funding to pay for the watermain design and construction. \$620,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☒ No Percent complete as of 3/31/26: 60% Notes: The city is working with consultant to select appropriate roadway section and stormwater BMPs. There are 9 ROW acquisitions necessary for this project. This effort has commenced. A flashing beacon crosswalk was added to the southern segment of the project to provide continuous sidewalk from Gig Harbor north to the Finholm district. Additional expenses expected for ROW acquisition.
Harbor History Museum Driveway Entrance Revision. In 2012, as part of the city's Donkey Creek Daylighting project, the city installed new sidewalk at the entrance to the Harbor History Museum driveway. The back of the new driveway, despite meeting standards at the time, has a vertical curve that causes some vehicles to scrape along the asphalt driveway. This proposed	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☒ No Percent complete as of 3/31/26: 98% Notes: The project has been issued substantial completion. It is nearing physical completion and closeout. The

objective will revise the sidewalk and driveway grade at the entrance to the Harbor History Museum to reduce the large change in grade that exists. This objective has been in the city's budget since 2017 but due to other priorities it has not been completed. This objective is proposed to be designed by Engineering Division staff and put out to bid for construction through a Small Public Works Contract. \$100,000	additional expenditure was authorized by council.
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CAPITAL PROJECTS - WASTEWATER DIVISION

Lift Station 5 (Harborview Drive Ferry Landing Area) Basin Improvements. The city's existing Lift Station 5 is located along the shoreline of Gig Harbor Bay, adjacent to residential houses in the 2800 block of Harborview Drive. This project was approved to move forward with staff's recommendation (alternative 5) to rehabilitate the existing wet well, relocate vacuum prime pumps and necessary equipment to a safer location, install a backup generator, line the existing gravity main along the beach, and coat manholes. \$2,980,000	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☐ Yes ☒ No Percent complete as of 3/31/26: 50% Notes: Staff is working with the design consultant to perform a final design project review and coordinating necessary easements with the adjacent property owner. Final PS&E packet expected from consultant in April. Cultural artifacts were discovered onsite. The city and our consultants are working with DAHP to develop an inadvertent discovery plan and archeological permit. The city has purchased the lift station. The project will go to bid in spring of 2026.
Lift Station 1 (Crescent Creek Park) Rehabilitation. In 2023, the design of a new lift station was approved. Design is expected to be completed in early 2025 with construction to begin in 2025 or 2026. \$3,475,000	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 40% Notes: Staff has submitted local and state permits. City's consultant is working towards a bid set by late summer of 2026. Construction anticipated late 2026 and will continue into 2027.
Lift Station 14 (Wagner Way) Improvements. Lift Station 14 was built in 2001 and receives a high load of hydrogen sulfide laden effluent from the Wollochet Bay Sewer District. This has caused a significant	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 10%

amount of damage to the coating and piping located inside the manhole just prior to the wet well and in the wet well itself. This station also needs a new pump and level control system as the existing components are over 20 years old and very unreliable. The level control probe has become very problematic to maintenance staff due to fouling caused by grease and wipes. This probe would be replaced with the city's standard ultra sonic transducer. New piping, valving, flow meter, and backup diesel pump are expected to be part of these improvements. \$750,000	Notes: Staff meetings are being held internally to confirm design parameters. Consultant has been selected. Design contract awarded. Construction is not expected to commence in 2026.
Wastewater Treatment Plant Digester Upgrades/Centrifuge Ammonia Control. The current centrifuge operation at the city's wastewater treatment plant (WWTP) contributes a high proportion of ammonia concentration to the WWTP by way of its discharge. This high concentration severely limits the throughput of the centrifuge without causing detrimental impacts to the treatment plant. The proposed improvements will increase centrifuge capacity and plant efficiency. A side benefit will likely be a reduction in power costs for reduced blower and centrifuge runtime. This project is currently in the design phase and is expected to go out for bid and construction in 2025 or 2026. \$3,500,000	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 35% Notes: Staff received the 90% design plans and are currently reviewing. Engineering estimate for construction is \$5,100,000. Due to upcoming, unknown permit revision requirements, Public Works is pausing on this design.
Lift Stations 13 & 16 Pump Control Upgrades. The pump control equipment that was installed at both lift stations is becoming very unreliable and is no longer manufactured. In 2024, a new control panel and equipment for Lift Station 16 was designed for construction. This request is for the design of a control panel for Lift Station 13 and construction of the new control panel and related equipment at both lift stations. \$305,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 65% Notes: The city has awarded a contract for construction of upgrades to lift station 16. The contractor is now waiting for electrical components to be delivered. Design plans for upgrades to lift station 13 are complete and the project is preparing to go out to bid.
Centrifuge VFD and Control Component Replacement. The electrical drive components and variable frequency drives (VFDs) are now obsolete. Due to the importance of centrifuge operation and	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100%

biosolids production, replacement of this control equipment is necessary. \$40,000	Notes: Component replacement was completed in November of 2025.
38th Avenue Dry Sewer Design and Construction. As part of the city's 38 th Avenue Phase 2 project and continuing the unique circumstance for the city to place dry sewer, the city is proceeding with designing and permitting two separate dry gravity sewer main along the 38th Avenue Phase 2 corridor. The first section is between 56th Street to 60th Street. The second section is between 61st Street and Hunt Street. The construction of this work may be associated with a future latecomers agreement or possibly ULID. \$400,000	(See Capital Project under Streets Division)

CAPITAL PROJECTS - WATER DIVISION

Shurgard Water Tank Recoating. This project will repaint the exterior and interior of the city's Shurgard water tank. Engineering staff will assemble the contract documents and manage the construction. \$750,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: Project complete
Well #9 (11944 Olympus Way) Development and Water Rights Processing. In accordance with the city's 2018 Water System Plan, the city is proposing to develop Well #9 in the Gig Harbor North area adjacent to the city's Gig Harbor North water tank as a redundant groundwater supply system. Once Well #9 is online, it will mitigate the need for additional standby (emergency) storage in storage tanks. This improvement is consistent with the city's operational goals of investing in its supply sources to make for a more redundant and reliable system. The city will also begin working with the Washington State Department of Ecology to obtain water rights for Well #9. \$555,500	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☒ No Percent complete as of 3/31/26: 18% Notes: Due to a change to have Well #9 installed at its onset as an emergency water source, the city is proceeding with design efforts to drill the well in 2026 instead of the previously scheduled drilling in 2027.
Soundview Drive Asbestos-Cement Watermain Replacement. This project would resolve a series of operational issues for the water system in Soundview Drive, while also removing all the aging and soft	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No

asbestos cement watermain within Soundview Drive. This project would also suspend any work on the pedestrian crossing at Hunt Street until such time the watermain replacement work is completed. \$600,000	Percent complete as of 3/31/26: 100% Notes: This project has been issued physical completion and closed out.
Soundview Drive Pavement Maintenance. The city's Water Division completed the Soundview Drive Watermain Replacement project in 2024. However, with this project the city has only completed a short-term asphalt trench patch. This patch must be replaced with a full pavement replacement for the lane in which the watermain was placed. One lane of this pavement maintenance project will be paid by the water capital fund and one lane will be paid by the street capital fund. \$1,000,000	(See Capital Project under Streets Division)
Well House 5 and 6 Well Site Re-development. Wells #5 and #6 are the city's largest water producing site with two deep aquifer wells located on one parcel in the North Creek subdivision off of Skansie Ave. The well house is undersized for the equipment and piping that's currently in the well building, and the building needs reconstruction due to its age. The well control panels, soft start motor starters, and well house plumbing are outdated and in need of replacement and upgrading to a variable frequency drive (VFD). This project will reconfigure the well head plumbing and provide a new well control building with a separate electrical, plumbing, and chlorine rooms. Additionally, this redevelopment will also consider future accommodations for iron and manganese filtration. \$500,000	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes: The city is deferring this project to 2027-28 and the completion of the manganese feasibility study to see if the well site re-development will include a manganese treatment system.
Manganese Treatment Feasibility Study and Design and Permitting. Per new regulations from the Department of Health Office of Drinking Water, iron and manganese minerals are changing from secondary contaminants to primary and will require treatment before distribution. This project will assess the city well sites, recommend the treatment level and type, prioritize the well site installations, and recommend where treatment facilities should be located at each well site. \$350,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 2% Notes: Due to the ongoing customer complaints due to manganese, staff selected a consultant using the MRSC consultant roster and council awarded a contract to DOWL. The intent is for this study to be complete in time for any proposed capital improvement be

	considered as part of the 2027-28 budget.
Canterwood Drive Watermain Redundancy. Currently, the watermain that feeds the north end of Canterwood Drive is a dead-end main. If something should happen with this water line, there is potential that this area, including St. Anthony's Hospital, could be without water service until the issue is resolved. This project will install a new watermain from the hospital site to the existing city water system located in the Harbor Crossings subdivision located in the Gig Harbor North area. This new watermain will provide the needed redundant loop to this area to ensure that there are multiple feeds in case of an emergency. \$1,000,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 25% Notes: Design and permitting have commenced.
Peacock Hill Avenue Watermain Loop. Currently the watermain that feeds water to Burnham Drive south of 96th, Prentice, Harbor Ridge Middle School, Woodworth, Ringold, Sutherland, and the homes on the west side of Peacock Hill are fed by a dead-end main that runs from 96th Street down Burnham Drive. If something should happen to this main, a large section of Peacock Hill would be without water. This project would analyze the best route to install a new watermain to loop this area of the city and provide for a redundant way to feed water to west Peacock Hill. \$100,000	(See Capital Project under Streets Division)

CAPITAL PROJECTS - STORMWATER DIVISION

Burnham Drive Culvert Replacement at 96th Street. Due to this culvert being listed by the Washington State Department of Fish and Wildlife as a partial fish barrier, this work requires the culvert be replaced with a new fish-passable culvert. A Public Works contract for construction of this project was awarded in 2024. Construction will likely be completed in 2025. This work is being performed as part of the Burnham Drive Half-Width Roadway Improvements Phase 1A project included in the Streets Capital fund (No. 102). \$1,250,000	(See Capital Project under Streets Division)
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Storm Pipe Slip Lining. This work will perform the slip lining of two storm pipes in the city right of way due to failed pipe connections. These two storm pipes are located at the east end of Mountain View Place and in Vernhardson Street in the vicinity of Crescent Creek. Staff anticipates the design being completed by city staff and constructed through a Small Public Works Contract. \$187,000	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes: Engineering staff coordinated with operations and determined the Mountain View Place pipe is not a candidate for slip lining due to a recent successful repair. Depending on the severity of the damage near the Crescent Creek culvert, the project will likely be tied to a future project to replace the Crescent Creek Culvert in a future budget cycle.
North Creek Culvert Replacement – Design and Permitting. Based on the outcome of the 2022 North Creek Culvert Feasibility Study, this objective will complete the current design and permitting effort for the North Creek Culvert Replacement project. Staff and the consultant will also continue to seek out grants to support the costs for construction, which may begin as soon as 2026. \$350,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 60% Notes: Consultant is expected to complete design in spring of 2026 however if any changes are made to the project scope due to the Remote Site Incubators, project schedule would be impacted. Engineering staff has recently coordinated with Gig Harbor fisherman civic club and is working with consultant to draft a feasibility memo for council review.
Stormwater Prioritization and Permitting – Outfalls to Marine Waters – Upgrades. Per the city's NPDES Stormwater Permit, the city has completed an inventory of all city stormwater outfalls. This objective will verify operational responsibilities and generate a prioritized list of capital improvement projects to correct or replace the deficient outfalls and a maintenance plan for all stormwater outfalls. This objective will utilize city staff and a consultant for conceptual design and permitting and may also include funding for maintenance of at least one outfall, depending on staff capacity. Consultant support may include a survey and environmental reports with maintenance	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes: This project is expected to roll into 2027.

being completed either by staff or a Small Public Works Contract. \$300,000	
Improvements at Soundview Drive Stormwater Outfall. The city's stormwater outfall at the northern terminus of Soundview Drive discharges large volumes of stormwater onto the beach of Gig Harbor at a high velocity during periods of heavy rain. This project aims to dissipate the energy of this stormwater discharge and restore the subsequent beach erosion that has occurred at the outfall. This work may coincide with the city's Commercial Fishing Homeport project. \$200,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 20% Notes: (Refer to the "Commercial Fishing Homeport Project" under parks division.)

GENERAL FUND – CITY BUILDINGS

Goal	Status of Goal (as described in the 2025-26 Budget)
Improve the management and maintenance of the city's brass key mechanisms and inventory. This includes purchasing a key cutter as well as management software to better and more securely organize and manage the city's brass keys.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes:
Replace the entire security fencing around the Operations Center. This fence was installed decades ago and has sustained significant damage in its life due to downed trees and limbs.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes:
Purchase workout equipment for the available workout room at the Public Works Shop.	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes: Funding for this goal was not originally included in the 2025-26 budget. This goal will be proposed for the 2027-28 budget.
Install a new dust collection system at the Public Works Wood Shop to improve safety and overall working conditions.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes:

GENERAL FUND – COMMUNITY DEVELOPMENT

Goal	Status of Goal (as described in the 2025-26 Budget)
Complete 2024 Comprehensive Plan Periodic Update; update and amend our Development Regulations to implement the Comprehensive Plan; streamline permitting processes; review and update of the Design Manual; Shoreline Master Plan update (state requires by July 2026); and review and update of critical areas regulations (required by state and due December 2025). \$184,000 (2025-26)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: COMPLETED - Adopted 4/14/25. PSRC Certification is July 2025.
Complete Climate Action Comprehensive Plan Element. \$145,000 (2025-26)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 90% Notes: Draft Element and Vulnerability Assessment completed with public outreach. Consideration by Council TBD.
“Judson” Comprehensive Plan Subarea Element. \$100,000 (2025-26)	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 5% Notes: Conversation on discussion sideboards (boundary, incentives, code revisions, public benefits) to come to Council in Q4. Will extend into 2027.
Urban Forestry/Tree Preservation ordinance. \$48,749 (2025)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 25% Notes: Tree canopy to be significantly expanded in critical areas code update (buffers). Intersection with Wildlands Urban Interface being discussed regionally.
Downtown Parking Study/parking regulation update. \$70,000 (2025)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 75% Notes: Parking Study internal draft being reviewed for presentation to Council in May.

On-call planning support for permitting. \$15,000 (2025-26)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 25% Notes: Focusing on third-party support for Building and Planning. On-call services being reviewed with two qualified firms.
Establish a Planning Intern Program.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 50% Notes: Reaching out to UW and WWU for potential opportunities.
Records management planning.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 30% Notes: In process.
Update the GHMC Zoning and Environment titles as necessary based on needs and to reflect changes necessary to implement 2024 comprehensive plan update.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☒ No Percent complete as of 3/31/26: 45% Notes: Phase 1 (Zoning Map and density updates) adopted. Phase 2 (site design and use requirements regarding housing) preliminary draft in development. Draft Critical Area Code coming to Council in June.
Increased staff access to training and education.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 85% Notes: Exercising training dollars to various staff focused on new state mandates and technological advancements
Review and update GHMC Section 12.12 to further clarify the city's Historic Street Name list.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: Reviewed. More than 28 street names remain on the current list and no petitions submitted this year. No further action unless Council directs otherwise.

Fully develop the SmartGov Portal and Dashboard for permit management and data reporting.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 30% Notes: Internal tech team composed and developing report templates.
Draft an accessory dwelling unit (ADU) ordinance per House Bill 1337.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: COMPLETED. Council Adopted May 12, 2025.
Draft a STEP (Emergency Shelters, Transitional Housing, Emergency Housing, Permanent Supportive Housing) ordinance per RCW's 35A21.430, 35.21.683 & 36.70A.070(2)).	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 20% Notes: Comp Plan policies adopted. Code amendments to be considered with Phase 2 Code development.
Evaluate measures to permit processing efficiencies and process improvements.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 50% Notes: Reviewing SmartGov capabilities
Draft a dangerous building abatement code ordinance.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: COMPLETED - City has adopted State model ordinance that established a legally-supportable process.
Draft a Landlord / Tenant Act Client Assistance Memo.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: COMPLETED. Memo complete and available to the public.

Draft a Landlord / Tenant Act Inspection Request form.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: COMPLETED. See above regarding CAM. Council directed no further action on expansion of program due to limitations of local issue and impacts on staffing.
Draft Standard Operating Procedure or process guidelines for the code enforcement officer position.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 80% Notes: Draft in development
Evaluate benefits of bringing the fire inspection program in house to the Building Division.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 60% Notes: Updating 2019 cost analysis to determine impacts on departments as well as internal service costs.
Develop work plan to improve permit process, efficiencies, and permit processing times by establishing processing goals and metrics to track improvements to meet established goals.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 35% Notes: Ordinance adopted. Tech group to be reconvened to discuss implementation. Awaiting hire of Development Review Engineer in PW.
Work with Community Development staff and the Public Works Department to reimagine our lobby space to improve the customer experience and access to information and help.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 45% Notes: Storefront design complete and construction being scheduled for April 2026.

GENERAL FUND – JUDICIAL-MUNICIPAL COURT

Goal	Status of Goal (as described in the 2025-26 Budget)
Purchase dedicated IT server network needed to resume implementation of Enterprise Justice electronic case management and filing system.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes:
Update and translate additional court forms for improved access to justice.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes:
Implement court security and safety training.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 50% Notes:
Increase pro tempore judge pay to align with industry norms and inflation.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes:
Expand video hearings with Pierce County Jail to reduce or eliminate the need for transporting incarcerated defendants.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes:

SPECIAL REVENUE FUND – HOTEL/MOTEL TAX

Goal	Status of Goal (as described in the 2025-26 Budget)
Fund the Destination Marketing Organization efforts of the Chamber of Commerce. \$480,00 annually (2025-26 contract executed in August 2024)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 62% Notes:
Continue to fund other applications as recommended by LTAC.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 62% Notes:

GENERAL FUND – PARKS OPERATING

Goal	Status of Goal (as described in the 2025-26 Budget)
Install native trees and shrubs at various parks, streetscapes, and other city grounds.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 45% Notes:
Per PROS Plan, identify priorities and processes to guide the city's land conservation interests.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 10% Notes:
Establish Park Standards that address park safety, desired outcomes, and maintenance expectations.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 50% Notes: Will be brought to parks commission and council by end of year.
Develop Open Space Management Plan(s) to identify public lands and conserved critical lands for coordinated management approaches.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 25% Notes: Management Plan for Phase 4 of conservation area was adopted in 2025. Phase 3 will be adopted by end of 2026.
Develop a pilot recycling program in Skansie Park during events through participation, education, and support from local businesses and interest groups.	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes:
Start a program to replace/update fixtures and amenities at public restrooms to include hand dryers, sinks/faucets, toilets, and urinals, and standardize what components are used.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 25% Notes: Maritime Pier restroom supplies ordered. Will be installed as staff time allows.

Start a program to replace aging aggregate surfaced drinking fountains that do not offer bottle filling.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes: Targeted for Q3.
Resurface the pebble flex surface with artificial turf at Crescent Creek Park, including relocating the sand box play feature. The sand continues to cause early failure of surfacing. This retrofit/resurface will be similar to the new design of the Phase 1B playground.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 5% Notes: Also in capital budget.
Develop and award a Small Public Works Contract to clean and resurface the floors of public restrooms with a professional non-skid coating that is chemical resistant.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes: Looking at doing internally as restroom fixtures are updated.
Start a program to replace outdated and broken picnic tables and benches in parks and streetscapes and standardize the furniture that is used.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 10% Notes:
Start a program to replace worn out trash receptacles and standardize the trash receptacles that are used.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 50% Notes: Order. To be replaced in Q2 for second round of receptacles.
Purchase and outfit a second standard duty truck with a Dumper Dogg bed for use in parks and in restroom cleaning activities.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes:
Replace lawn mowers in our fleet with more robust equipment that can handle the heavy use seasonally. Currently over half of our mower fleet is 10+ years old.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 10% Notes: Should get underway in Q2.
Replant and reclaim many areas at the Civic Center Green that have become grass as	Goal on track to be met by end of 2026:

plants have died or been removed. Replant with native plants that match the original landscape design.	☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 15% Notes:
Support the Harbor Arbor Art program. \$7,500 Annually.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 5% Notes: Stumps will be left for this during Soundview Forest Tree Removal.

SPECIAL REVENUE FUND – PEDESTRIAN SAFETY FUND

Goal	Status of Goal (as described in the 2025-26 Budget)
Install various crosswalks with rectangular rapid flashing beacons (RRFBs) as necessary and/or install sidewalks at the direction of the mayor or council that are identified in the city's current Transportation Improvement Program, transportation element, or Active Transportation Plan.	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 5% Notes: This work is being completed as part of the Soundview Drive Pavement Maintenance project, which is now anticipated to be completed in 2027.

GENERAL FUND – POLICE

Goal	Status of Goal (as described in the 2025-26 Budget)
Maintain low crime rate.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: % Notes: Crime report pending release of crime statistics by Washington Association of Sheriffs and Police Chiefs. State of the Police Department address and crime report to be presented to Council in August or September 2026.
Add administrative lieutenant position.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: FTE 100% Notes: After an external search and a complex testing process, Weston King was sworn into service on February 3, 2026. Lieutenant King will serve as the Administrative Lieutenant with the police department. I have spent the last several months conducting transition duties, training, and transferring responsibilities to Lieutenant King. Lieutenant King comes to the Gig Harbor Police Department from federal law enforcement service. As a result, he must complete the two-week Washington State Equivalency Academy. Lieutenant King begins the equivalency academy on May 4 and is scheduled to complete it on May

	14. Upon completion, Lieutenant King will assume all final Administrative Lieutenant duties.
Complete hiring process of two budgeted police officer positions.	Goal on track to be met by end of 2026: ☒ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: The Police Department is authorized for 26 full-time equivalent (FTE) police positions. On January 26, 2026, the city welcomed four new police officers. The swearing-in officially brings the police department up to its full roster of 26 full-time officers. The Gig Harbor Police Department is currently at hiring capacity.
Replace eight patrol cars (with hybrid options). \$319,995 (2025); \$323,285 (2026) 6x Received and operational 3x Have been delivered and are currently in the outfitting process. (Includes replacement of one totaled vehicle.)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☐ No Percent complete as of 3/31/26: % Notes: An existing vehicle in the department's fleet was totaled in a collision in which the Police Department was not at fault. A replacement was ordered and is included in these numbers.
Replace two staff vehicles (Admin LT and Ops Lieutenant). \$105,000 (2025)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: 1x Admin Lieutenant- Operational 1x Ops Lieutenant- Operational Vehicles are operational and in

	service.
Replace COPS Vehicle with Support Vehicle/Small Truck. \$28,000 (2025)	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: Operational and in service.
Increase traffic enforcement through increased staffing.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☐ No Percent complete as of 3/31/26: % Notes: Traffic enforcement has continued to increase compared to the same period last year. A Quick Traffic Enforcement Glimpse: Traffic Enforcement (<i>January 1–April 06</i>): • 2026: 1081 traffic stops • 2025: 512 traffic stops That represents an increase in traffic enforcement activity of more than 111%.
Achieve full state accreditation.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: All standards have been achieved, and the official award was received on May 21, 2025.

	The department has transitioned into accreditation maintenance mode with a focus on annual standards compliance. Each year, the department is audited on standard(s) selected at random by Washington Association of Sheriffs and Police Chiefs. Currently, the department is being audited on Standard 4.3, which requires the department to provide a report demonstrating that it maintains a policy requiring annual management review and analysis of high-liability incidents, including vehicle pursuits, use of force events, internal investigations, and bias-based profiling incidents. These reviews are conducted at the command level and approved by the chief of police. The purpose is to ensure ongoing supervisory oversight, identify trends or concerns early, and address any policy, procedure, training, or personnel issues that may emerge from the review process.
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SPECIAL REVENUE FUND – PUBLIC ART CAPITAL PROJECTS

Goal	Status of Goal (as described in the 2025-26 Budget)
Harborview/Stinson Roundabout Sidewalk art. \$25,000	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☐ Yes ☒ No Percent complete as of 3/31/26: 100% Notes: The concrete finish work associated with this project was bid using the small works process but resulted in a construction cost significantly more than anticipated. The new total project cost is \$40,000.

GENERAL FUND – PUBLIC WORKS

Goal	Status of Goal (as described in the 2025-26 Budget)
Update the city's 2018 Public Works Standards.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 32% Notes:
Procure and maintain all city vehicles and equipment. Consider new vehicle procurement method(s).	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 65% Notes:
Increase the positional accuracy of our assets in our GIS by utilizing high accuracy global positioning systems (GPS) technologies.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 50% Notes:.
Increase opportunities to work across departments to utilize online GIS mapping to communicate with the public. GIS will work to develop additional applications to support construction, police, and tourism, among other specific uses as identified.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 50% Notes:
Develop standards for GIS data management in conjunction with the update of the Public Works Standards. This will standardize the way the city obtains and imports data from other agencies.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 10% Notes:
Develop a strategy to continue our partnership with the Washington State Reference Network. This network provides the city with access to a set of reference towers allowing for high-accuracy, mobile data collection. Our current agreement ends in late 2026.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 40% Notes:

ENTERPRISE FUND – SHORECREST SEWER OPERATING

Goal	Status of Goal (as described in the 2025-26 Budget)
Continue to complete the maintenance tasks on time to comply with the Department of Health and receive the annual LOSS operating permit.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 65% Notes:

ENTERPRISE FUND – STORMWATER OPERATING

Goal	Status of Goal (as described in the 2025-26 Budget)
Begin the process of updating the stormwater management and site development manual as required by the 2024-2029 NPDES permit.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 20% Notes:
Update the storm section of the Public Works Standards as necessary to reflect the design manual and current policies and procedures as needed.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 22% Notes:
Provide inspection and reporting support for the city's newly implemented Local Source Control Program.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 32% Notes:
Complete the stormwater utility rate study that was initiated in 2022.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes:
Develop and implement a new Storm Drain Art Program.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 15% Notes:
Maintain compliance throughout the city's NPDES Stormwater permit, thus resulting in no G20 Non-compliance letters during the upcoming permit cycle.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 65% Notes:
Implement the enhanced maintenance stormwater program as required per our agreement with Department of Ecology.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 20% Notes:

Develop and implement a citywide ditch facility cleaning program. This program will assess ditch facilities capturing the degree of degradation. A cleaning and repair schedule will then be implemented to bring these facilities into compliance.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 20% Notes: Inspections are in process, Repairs scheduled for Summer 2026.
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SPECIAL REVENUE FUND – STREET OPERATING

Goal	Status of Goal (as described in the 2025-26 Budget)
Utilize the services of an on-call professional traffic engineer to address various issues that need a solution when city staff are not available or do not have the resources where the city is reimbursed for any such expenditures.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 50% Notes:
Complete a comprehensive update to the city's 2018 Public Works Standards (including adding traffic calming measures, sidewalk design, utility updates, etc.) and provide a process to receive input from the public (including an ad hoc pedestrian/cyclist advisory committee to consult on pedestrian/cyclist-related standards). This work will be supported by a consultant.	(See Goal under General Fund – Public Works)
Review existing on-street parking standards, develop new parking standards and codes, consider new locations and draft a program for ADA parallel parking stalls in the right of way, create an implementation plan and receive input from other city departments and external stakeholders.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes:
Continue to replace sections of sidewalk around the city to maintain safety and accessibility in accordance with the annual sidewalk replacement program.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 50% Notes: Scheduled for Spring 2026
Install upgrades to pedestrian signal crossings along the Cushman Trail at Hollycroft Street and Olympic Drive.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 25% Notes:
Develop and institute a roadway shoulder maintenance program.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 40% Notes: Scheduled for spring 2026

Relocate power to streetlights in front of 3025 Harborview Drive so they are energized from city power supply.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 20% Notes: Working with Property owner.
Coordinate with WSDOT to upgrade signal traffic controllers for signal cabinets at eight intersections along Olympic Drive and Pt Fosdick Drive.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 25% Notes: Met with WSDOT and discussed needs. Waiting for a quote from WSDOT.
Begin a streetlight LED replacement program to remove our existing LED streetlights that were replaced as part of the 2017 LED replacement project and install with the city's current standard.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 60% Notes:
Begin a vehicle leasing program to reduce vehicle maintenance costs and reduce the city's carbon footprint by utilizing alternative fuels where applicable.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 70% Notes: Vehicles for 2026 ordered
Institute a comprehensive program to purchase and install a battery backup system for the Point Fosdick Drive/Olympic Drive traffic signal, in conjunction with WSDOT.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 200% Notes: Not only have staff completed the Pt. Fosdick/Olympic signal, but staff have also completed the 50th St/ Olympic signal.
Complete a citywide pavement coring analysis to prioritize future pavement maintenance project locations. Hot mix asphalt (HMA) cores and road base samples will be taken citywide, on classified roadways, and determine which are deficient, which are good HMA overlay candidates, and which will require full roadway section rebuild.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes:
Consider and implement updates to the transportation impact fee and the active	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget:

transportation plan based on the updated and adopted transportation element.	☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes: Completed per Ord. 1549.
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ENTERPRISE FUND – WASTEWATER OPERATING

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

	Notes: The total cost of this equipment exceeded the \$30,000 budgeted by approximately 5%.
Purchase a new dishwasher for the lab if repair is not feasible or cost effective.	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes: In-house repairs have been adequate to ensure the proper operation of dishwasher and therefore this purchase is no longer necessary.

ENTERPRISE FUND – WATER OPERATING

Goal	Status of Goal (as described in the 2025-26 Budget)
Complete the water utility rate study that was initiated in 2023.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes:
Hire consultant to complete an emergency drought policy.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes: Funding for this goal was not originally included in the 2025-26 budget.
Hire contractor to perform comprehensive maintenance on all water system pressure reducing valves.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes:
Establish on-call service contract with electrician to assist in well site electrical issues as they arise.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes:
Replace old security fencing around Skansie tank, Well #3A, Well #4, and East tank site to enhance perimeter security.	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes: Security priorities have adjusted to instead install security cameras at East Tank and North Tank sites. Existing security fencing is sufficient until 2027-28 budget cycle.
Replace existing asbestos watermain on Foster and Erickson and remove main on “no name” road and install new water services.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 33% Notes:

Install a water filling station at new Operations Center.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 10% Notes:
Remove the “pump to waste” feature on Well #6 per DOH requirements.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes:
Hire consultant to perform arch flash study on all well houses and booster pump station.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes:
Hire consultant to perform comprehensive leak detection program and train city staff to perform this task in the future.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 100% Notes:
Install VFD (variable frequency drive) on Well #2.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 20% Notes: This project is underway and we are working through scope and fee. Contract will be drafted and materials ordered.
Video Skansie tank.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 50% Notes:
Install emergency backup power source (possibly solar battery backup) on the North tank site.	Goal on track to be met by end of 2026: ☒ Yes ☐ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes:

Inspect and clean the well casing and well screens at Well #2.	Goal on track to be met by end of 2026: ☐ Yes ☒ No Goal will be met under budget: ☒ Yes ☐ No Percent complete as of 3/31/26: 0% Notes: This project will be deferred until 2027-28 budget cycle since this work would not be complete before the 2026 water production season begins.
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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	Apr 27	5:30pm	City Council Meeting	<i>see agenda</i>
TU	Apr 28	5:30pm	Historic Preservation Commission	• Status of the Masonic Lodge HSR Process • Discussion of the City Inventory of Historic Properties • Preliminary Discussion of Local Code Changes
TH	Apr 30	3:00pm	City Council Study Session FULL	• Gig Harbor North Projected Development Discussion (30-min) • City-sponsored Special Events (15 min) • Sign Code Update (15 minutes) • Strategic Plan Finalization (45-min) • Sister Cities MOU??
W	May 6	5:30pm	Parks Commission	
TH	May 6	5:30 pm	Planning Commission	CANCELLED (moved to May 14)
TH	May 7	3:00pm	Quarterly Civil Service Commission Meeting	
M	May 11	5:00pm	Reception for 26th Legislative District delegation	
M	May 11	5:30pm	City Council Meeting	Presentation: • Bike Month Proclamation (Marlene Druker) • Consent: • Sister Cities MOU? Business: • Public Works Contract Award for Public Works Construction, Materials Testing, and Construction Support – 38th Avenue Improvement Project Phase 2 • Professional Services Contract Amendment No. 4 with Kennedy Jenks – Lift Station 1A Rehabilitation • Professional Services Contract with Parametrix – 7601 Soundview Dr Stormwater Park Feasibility Study • Resolution 13XX – Harborview Drive Sidewalk Emergency Declaration
TH	May 14	3:00pm	City Council Study Session	• Public Infrastructure and Risk discussion (20 min) • Parking Study Presentation

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
				• North Creek Culvert Replacement – RSI Next Steps (30 min) • Wastewater Comp Plan Technical Amendment – Gracie Place Plat (15 min)
TU	May 26	5:30pm	City Council Meeting	Public Hearing • Artena Lane Non-User Statute Right of Way Vacation Consent: Business:
TH	May 28	3:00pm	City Council Study Session	• 2027-2032 Six-Year Transportation Improvement Program (TIP) discussion
M	Jun 8	5:30pm	City Council Meeting	
TH	Jun 11	3:00pm	City Council Study Session	• Commercial Fishing Homeport Moorage Agreements and Regulations
M	Jun 22	5:30pm	City Council Meeting	Presentations: • Harbor Hill Sanctuary Joint Proclamation w/Pierce County Business: • Resolution 13XX – 2027-2032 Six-Year Transportation Improvement Program (TIP)
TH	Jun 25	3:00pm	City Council Study Session	
M	Jul 27	5:30pm	City Council Meeting	Staff Reports • Quarterly Finance and Budget Reports
M	Sept 14	5:30pm	City Council Meeting	Presentations: • State of the Library Update (Executive Director, Gretchen Caserotti)