

AGENDA
GIG HARBOR PARKS COMMISSION
Wednesday, May 6, 2026, 5:30 p.m.

Virtual Meeting Link: <https://us06web.zoom.us/j/92140715051>
Call-in: (253) 215-8782 Meeting ID: 9921 4071 5051

- I. CALL TO ORDER / ROLL CALL**

- II. APPROVAL OF MINUTES:** April 1, 2026

- III. PUBLIC COMMENT**

- IV. DISCUSSION ITEMS**
 - a. North Creek – Rotary Proposal
 - b. Parks Appreciation Day Recap
 - c. Park Volunteer Program Discussion

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

- VI. COMMISSIONER REPORTS & COMMENTS**

- VII. ADJOURN**

Next Regular Meeting: Wed., June 3, 5:30pm

MINUTES
GIG HARBOR PARKS COMMISSION MEETING
Wednesday, April 1, 2026 - 5:30 p.m.
Civic Center Community Rooms

CALL TO ORDER/ ROLL CALL: Chair Louise Tieman called the meeting to order at 5:30 p.m., Commissioners Stace Gordon, Kim Anderson, Larry Johns and Andrew Peabody were present. Commissioners Guy Magnus and Vice Chair Hanley Bonyngne were absent.

APPROVAL OF MINUTES: The minutes of the March 4, 2026 meeting were unanimously approved.

PUBLIC COMMENT: N/A

DISCUSSION ITEMS:

A. 7601 Soundview Stormwater Park Feasibility Study Update

City of Gig Harbor NPDES Coordinator Michael Abboud gave a presentation to the Parks Commission regarding the Stormwater Park Feasibility Study happening at 7601 Soundview Dr in Gig Harbor. The project involves converting existing city property into a stormwater park that naturally assists in the filtration of stormwater runoff along Soundview Dr. Mr Abboud stayed after the presentation to answer any questions from the Commissioners.

B. Park Appreciation Day Planning

Commissioners finalized plans for the upcoming Parks Appreciation Day, including Park assignments, day-of logistic, projects to be completed at each park location, and how best to model past successful methods.

C. Loop Trail Naming Discussion

Details about the new loop trail connector were discussed, including the purchase/sale agreement that stated the future project would be named after the previous landowner. Since that stipulation was built into the contract, the commission did not feel the need for a naming discussion unanimously passed the staff recommendation to

PARKS DIVISION UPDATES:

Parks Manager Jennifer Haro updated the commission about numerous current Gig Harbor parks news such as the yearly boat storage program numbers for the Alan Anderson Boathouse, updates about the splash pad at Skansie Park, Commercial Fishing Homeport, Soundview Forest Tree removal, Phase 1A of the sports complex opening date, and upcoming special events.

COMMISSIONER REPORTS & COMMENTS:

N/A

ADJOURN:

The meeting adjourned at 6:40 p.m. Next Regular meeting: Wed., May 6, 5:30 PM

Scott Keely -Public Works Assistant- Parks

Memorandum

TO: Parks Commission
FROM: Jennifer Haro, Parks Manager
DATE: 5/1/2026
SUBJECT: North Creek – Rotary Proposal

City administration has been approached by Gary Glein of the Rotary, who prepared a proposal for working together with partners, including the city, to enhance the North Creek Watershed.

Mr. Glein will attend the meeting to share the ideas and outreach has done.

At the meeting, staff is looking for a recommendation from parks commission on whether to pursue the program and if any changes are necessary.

Memorandum

TO: Parks Commission
FROM: Jennifer Haro, Parks Manager
DATE: 5/1/2026
SUBJECT: Park Volunteer Program

Since discussion of the possibilities for a volunteer program in parks in March, staff has provided the attached draft for review.

The goal of the program is to work on projects, especially invasive plant removal, that regular staff doesn't have time for, while providing projects for community members, youth groups, and corporate groups.

At the May meeting, staff is asking parks commission to discuss the attached draft program layout and make recommendations for changes.



CITY OF GIG HARBOR ADOPT-A-PARK PROGRAM

I. Introduction

A. Purpose

The purpose of the Adopt-A-Park Program is to establish a structured, event-based volunteer initiative that supports Public Works park maintenance efforts without increasing operational workload.

The program provides community members with opportunities to assist with park refresh and light landscaping tasks during scheduled workdays, using projects identified through routine field operations.

This program is intended to supplement - not replace - existing maintenance performed by Public Works staff.

B. Definitions

1. **Adopt-A-Park Program:** A City program in which volunteers support designated parks through participation in scheduled park refresh events.
2. **Designated Parks:** A limited number of parks selected annually for participation based on operational needs.
3. **Adopt-A-Park Event Day:** A scheduled volunteer workday focused on park refresh and improvement tasks.
4. **Park Refresh Tasks:** Entry-level work such as light landscaping, vegetation removal, bed cleanup, mulching, edging, and similar general park improvements.
5. **Volunteer:** Any individual or group registered to participate in the program.



II. Policy

The City of Gig Harbor will implement an Adopt-A-Park Program centered around a limited number of designated parks.

Volunteer participation will occur primarily through scheduled event days, during which participants assist with park refresh and light landscaping tasks.

Public Works field staff will identify and prioritize appropriate work as part of their normal daily operations. Tasks can also be created specifically for the program and will reflect existing maintenance needs suitable for volunteer assistance.

The program is designed to complement staff efforts, improve park conditions, and promote community engagement, while avoiding additional workload for Public Works personnel.

III. Responsibilities

A. Parks Manager (or Designee)

1. Provide overall program oversight.
2. Coordinate volunteer communication and event scheduling.
3. Ensure the program remains simple, efficient, and low burden.
4. Maintain minimal administrative records as needed for program coordination.

B. Parks Field Supervisor and Crew

1. Identify park refresh and light landscaping tasks during routine daily operations.
2. Report and compile tasks appropriate for volunteer completion during event days.
3. Ensure tasks are entry-level, safe, and do not require specialized skills or intensive



supervision.

4. Provide general directions at start of event days as needed.
5. Coordinate follow-up work such as debris removal or finishing tasks, if necessary.

C. Volunteers

1. Register to participate in the Adopt-A-Park Program.
2. Attend scheduled event days as available.
3. Follow all safety guidelines and staff direction.
4. Assist with park refresh tasks including light landscaping, vegetation removal, and general park improvements.

Volunteers are not responsible for ongoing maintenance outside of scheduled event days.

IV. Program Guidelines

- A. The program will focus on a limited number (2 - 4) of parks initially to ensure manageable coordination and meaningful impact.
- B. Park selection will be coordinated with Public Works and may be adjusted or rotated annually based on operational priorities.
- C. Participation is voluntary and limited to scheduled event days.
- D. Tasks will be identified through routine field operations and can also be created solely for volunteer activity.
- E. Activities will be limited to entry-level work appropriate for volunteers.
- F. Administrative requirements will be minimal and streamlined



V. Pilot and Evaluation

A. The Adopt-A-Park Program will be implemented as a pilot program with a limited number of parks.

B. The program will be evaluated annually to assess effectiveness, staff impact, and community participation. Adjustments may be made based on findings, and park selection may be modified or expanded as appropriate.

VI. Safety

A. All volunteers must follow applicable safety guidelines and instructions provided by City staff.

B. Participation of minors will require appropriate supervision and required consent forms in accordance with City policies

C. During regular maintenance there shall be at least one adult supervisor present from the organization for every eight minors.