

AGENDA
GIG HARBOR PARKS COMMISSION
Wednesday, July 7, 2021 – 5:30 p.m.

Due to public health concerns, this meeting will be accessible by phone by dialing (253) 215-8782 and entering the Meeting ID: 921 4071 5051 or through Zoom at: <https://zoom.us/j/92140715051>

Comments are only allowed during designated portions of the meeting. To speak during the meeting, press the Raise Hand button near the bottom of your Zoom window or press *9 on your phone. Please refrain from “raising your hand” until the Parks Commission Chair has announced that he has opened the public comment portion of the meeting. Your name or the last four digits of your phone number will be called out when it is your turn to speak. When using your phone to call in, you may need to press *6 to unmute yourself. All speakers will have up to three minutes to speak.

Instead of speaking live, you may submit comments in writing before the meeting. Your input / questions must be provided to Josh Stecker by 3:00 p.m. the day of the meeting. All written comments must be able to be read in 3 minutes or less to be included in the record and have the title: FOR PUBLIC COMMENT included. Send comments to: jstecker@gigharborwa.gov. Written comments will be read during the appropriate agenda item.

CALL TO ORDER / ROLL CALL

Introduction of new member – Doug Terrien

APPROVAL OF MINUTES: June 2, 2021

OLD BUSINESS

1. Pros Plan Update
2. Parks Appreciation Day Update

NEW BUSINESS

- ~~1. Clean Dog Park Proposal for Shaw Park – Rotary/Pam Peterson~~ *moved to 9/1/21 agenda*

PARKS UPDATE REPORT – Public Works Director Jeff Langhelm

COMMITTEE REPORTS

PUBLIC COMMENT

ADJOURN

MINUTES
GIG HARBOR PARKS COMMISSION
Wednesday, June 2, 2021 – 5:30 p.m.
Virtual Meeting (via Zoom webinar)

CALL TO ORDER / ROLL CALL

Parks Commission Members: Present-Chair Ben Coronado, Vice Chair Mary Barber, Roger Henderson, Nicole Hicks. Absent-Anastasia Wright, Louise Tieman (excused)

City Council Liaison: Spencer Abersold

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

APPROVAL OF MINUTES

Approval of May 5, 2021 Parks Commission Meeting Minutes

MOTION: Move to approve the May 5, 2021 Parks Commission Minutes

Barber / Coronado - Motion passed unanimously

OLD BUSINESS

1. **Pros Plan Update - Review Level of Service Standards and Goals & Policies** – Public Works Director Langhelm thanked the Commission for their work on submitting comments for updating the Goals & Policies. Mr. Langhelm provided that staff is proposing to hire a consultant to facilitate the update to the PROS Plan. The contract to hire the consultant will be on the June 14 City Council agenda for review and approval. Once a contract is in place, the PROS Plan Subcommittee will be scheduled to meet between June 28 and July 1. There will also be a City Council Work Session proposed for July 8th or 15th.

MOTION: Move that the Parks Commission recommends to the City Council approval of a contract with a consultant as recommended by staff to lead and facilitate the update to the Parks Recreation and Open Spaces Plan. Updating this plan is critical to our City of Gig Harbor Parks as future grant funding is dependent on an approved plan by the end of 2021. The Parks Commission believes that hiring this consultant is the best way to meet the PROS plan deadline because of staff capacity issues, predominately the lack of a full-time Parks Manager.

Barber / Coronado – **MOTION AMENDED** to include a robust community engagement program.

Coronado / Barber – Amendment approved unanimously

AMENDED MOTION: Move that the Parks Commission recommends to the City Council approval of a contract with a consultant as recommended by staff to lead and

facilitate the update to the Parks Recreation and Open Spaces Plan. This includes organizing and leading a robust community engagement program. Updating this plan is critical to our City of Gig Harbor Parks as future grant funding is dependent on an approved plan by the end of 2021. The Parks Commission believes that hiring this consultant is the best way to meet the PROS plan deadline because of staff capacity issues, predominately the lack of a full-time Parks Manager.

Barber / Coronado – Motion approved unanimously

NEW BUSINESS

1. **Parks Appreciation Day Discussion** – The possibility of having a fall Parks Appreciation Day cleanup was discussed. The consensus of the Commission was to wait until April of 2022 to hold the event, so that the Commission could focus on the PROS Plan work and the Adopt-A-Park program implementation. This item will continue to be on the Parks Commission agendas for further planning efforts.

PARKS UPDATE REPORT – Public Works Director Langhelm provided general park update information and answered questions.

COMMITTEE REPORTS – Commissioner Henderson provided information that the Leafline Trails Coalition is working on updating their network of trails for a draft map visioning. The group could need GIS support from City staff in the fall.

PUBLIC COMMENT

None

ADJOURN

MOTION: Move to adjourn at 6:52 p.m.

Coronado / Henderson - Motion passed unanimously

Gig Harbor 2022 PROS Plan Update

Scope & Fee

Scope of Work

Task 1: Project Initiation & Management

Hold a project kick-off meeting with City staff to refine the scope of the project and to consider the following:

- Review and discuss the overall objectives and milestones for the project
- Discuss community interests and issues and identify key community partners/stakeholders
- Refine the public outreach plan and project schedule, to include team and staff roles

Hold periodic project coordination meetings, via video or phone conference, with City staff to review and discuss work products, prepare for community outreach, refine objectives and develop implementation strategies.

Deliverables for Task 1:

- Kick-off meeting, including agenda, data request & summary notes
- Periodic project coordination meetings
- Team coordination & invoicing

Task 2: Existing Conditions & Baseline Analyses

Task 2.1. Review of Existing Plans & Studies

Review and analyze all pertinent, existing city-wide planning materials, including the existing Comprehensive Plan, past Parks & Recreation Plan, budget and others. Review and validate the park and recreation goals of the Comprehensive Plan and other City policy statements.

Task 2.2. Demographics, Trends & Profile

Compile relevant statistics and data to include Census figures and Washington OFM projections to profile population trends and other socioeconomic conditions. Examine recent studies and regional statistics, such as the Washington SCORP, NRPA data and sports industry association data, to develop a trend assessment uniquely focused toward the City's offerings.

Task 2.3. Base Mapping & Spatial Analysis

Utilize GIS to analyze the parks, trail and recreation system against distribution, proximity and accessibility criteria and identify potential shared uses or multiple uses of public lands for recreation. Our team has strong skills in GIS, and we offer a unique method of assessing service areas and system deficiencies. We utilize a network-based watershed gap analysis that can illustrate areas of the city with optimal parkland access, as well as highlight areas underserved by park and recreation facilities.

Task 2.4. Outdoor Asset Conditions Assessment (Optional)

Expanding upon existing City documentation, conduct a physical assessment of parks, trails and recreational amenities to identify potential needs for improvement, enhancement or renovation, along with opportunities to establish or improve sustainable management. Assess and rate the conditions of amenities and identify existing deficiencies. Meet with operations staff to discuss facility needs, best management practices or challenges regarding the planned and potential growth of system assets and facilities. Prepare a conditions assessment summary to rate assets and inform cost estimating and capital planning.

Deliverables for Task 2:

- Written summary of past plans
- Demographics & community profile as written summary and data files
- Working base maps in GIS and PDF formats for project team and field inventory assessments
- Working draft summaries of individual site assessments noting amenities, conditions and site opportunities (Optional)

Task 3: Community Engagement

Task 3.1. Parks Commission Sessions

Attend one, virtual session of the Parks Commission PROS plan subcommittee as a unique stakeholder at the onset of the project and before end of June 2021 to introduce the project team and have a dialogue with Commission members on the expectations of the City's 2022 PROS Plan Update. Attend one, virtual session of the full Parks Commission in August for discussions on visioning, challenges, opportunities and potential system improvements, along with guidance as the PROS Plan progresses. Prepare meeting materials for each meeting. An additional meeting is noted in Task 6 for review and discussion of the draft PROS Plan.

Task 3.2. City Council Sessions

Prepare for and attend a virtual study session with City Council, tentatively scheduled for July 8, 2021, to seek Council's insights and guidance on challenges, opportunities and priorities. Prepare presentation materials for the meeting.

Task 3.3. Public Works Committee Sessions

Attend one, virtual session of the Public Works Committee in August or September for discussions on priorities, levels of service and long-term goals.

Task 3.4. Random-sample Mail Survey & Online Survey

Design and implement a sample mail- and online-based survey to identify general community sentiment and preferences, needs, demand and the general use of parks and recreation facilities and to inform and guide the direction and development of the Plan. The survey will be prepared for mail distribution, printed as a double-sided 11 x 17 and mailed with a pre-addressed return envelope (reply postage not included). We propose a random sample of 2,000 residents using GIS-based information or third-party retail residential mailing list, with reminder postcards to follow. The aim is to have at least 250 surveys completed by resident households. In addition, we will prepare an online version of the same survey for the general public and segregate the datasets. We will compile and analyze the data and prepare summary findings as a technical memorandum to highlight key subgroup responses (age, gender, etc.) and core attitudes toward recreation issues.

Task 3.5. Stakeholder Discussions

Facilitate up to four individual stakeholder interviews, by phone or Zoom, to more deeply address areas of partnerships, programming, park site design, service delivery or community needs. Potential stakeholders may include Peninsula School District, sport groups, and service clubs such as Rotary or Chamber. As an optional service, conduct additional, individual interviews or small group discussions geared toward targeted stakeholder interests to gather information about community needs, challenges and priorities.

Task 3.6. Project Information & Social Media Content

Coordinate with staff to outline and prepare project webpage content for the City's website to promote the survey and meetings, allow access to project materials and give transparency to the process. Prepare content for distribution via the City's social media platforms.

Task 3.7. Open House Meeting (Optional)

Assist City staff with one, in-person public workshop meeting to seek feedback in specific areas, such as project priorities, local needs and strategies. For the meeting, we will prepare presentation materials to include display boards, record comments and produce meeting summary.

Deliverables for Task 3:

- Four Commission and/or Council sessions, including preparation of materials (plus those in Task 6)
- 2,000-piece mail survey (including printing, sorting & outbound postage)

- Online survey in Survey Monkey in English only
- Survey summary memorandum
- Four individual stakeholder sessions
- Social media & promotions content
- One public meeting (Optional)

Task 4: Community Needs Assessment

Task 4.1. Park Level of Service Assessment

We will utilize inventory data provided by the City and Parks Commission, GIS and national data to conduct a high-level, limited assessment and re-alignment of the City's current and future levels of service. Coordinate with staff on approaches to service standards, which may include NRPA's Parks Metrics data, comparable jurisdictions and local history. Review current park classifications in terms of hierarchy, appropriateness and function, and discuss the potential for locally relevant revisions to classifications to fit with local recreation needs, staff direction and an estimate of financial implications. As an optional service, coordinate a deeper review and assessment of service standards by classification and levels of service for current and projected system amenities.

Task 4.2. Gap Analysis

Conduct a system gap analysis utilizing GIS modeling and findings from the inventory assessment. Summarize findings and statistics and specifically address potential park, trail, and maintenance improvements to meet the service demands requested by the community and stakeholders.

- Analyze the park, trail and open space system against distribution, proximity and accessibility criteria, along with transportation, geographic and other barriers.
- Assess park service area needs and identify future demand for parks, amenities and recreation facilities.
- Make informed recommendations about potential candidate acquisition areas that maximize resource utility, while managing potential long-term development and operating costs.
- Evaluate service standards and re-align them as appropriate to meet the community's vision and existing and planned park system assets.

Deliverables for Task 4:

- Service area (walkshed) maps illustrating distribution gaps for parks and trails
- Working draft levels of service assessment highlighting recommendations on service standards

Task 5: Preliminary PROS Plan Development

Task 5.1. Draft Parks, Recreation & Open Space Plan

The draft Plan will outline a framework for the improvement and growth of City recreation amenities, trails and parks to the specific needs of the community. This framework will help clarify funding, program objectives, development or resource goals, and it will set a long-range vision for the City and provide clear action items and strategies for implementation. The Plan will include a compilation of all the analyses and recommendations from the planning process and will include chapters detailing the system inventory, outreach, community needs, goals and implementation strategies - consistent with RCO guidelines. The Plan will incorporate the following:

- Clear vision, goals and policies for park, open space and service delivery
- Priority actions based on community guidance, funding opportunities and fiscal realities
- Strategies and recommendations regarding system management and operations
- Identification of potential funding sources, financing options, grants and strategic partnerships

Task 5.2. Operations Assessment (Optional)

Review and assess current operations and maintenance functions and performance for existing levels of service. Coordinate with operations staff and management to review current practices by park type or service standard. Utilize comparable city data and NRPA Park Metrics data to provide recommendations that aim to align resources to achieve a desired level of service. Using available city data and/or comparable cities data, estimate and forecast future O&M expenses based on the desired levels of service and Capital Improvements Plan list.

Task 5.3. Capital Improvements Plan

Develop a 6-year Capital Improvements Plan that identifies in priority order and sequences the actions necessary to implement Plan recommendations. Generate order of magnitude cost projections for all proposed park and recreation components, renovation and redevelopment, potential land acquisition and potential new development.

Task 5.4. SEPA Checklist (Optional)

Prepare a non-project SEPA Checklist to address the potential environmental impacts resulting from Plan recommendations. We will coordinate with staff to generate the appropriate determination and rely on staff to publish the SEPA Checklist and aggregate comments received.

Task 5.5. Administrative Draft Plan

Incorporate one round of edits to address input and recommendations received from staff into an Administrative Draft for circulation to and review by the Parks Commission, City Council and the general public. It is assumed that City staff will lead the preparation of materials and

submission to the Department of Commerce at least 60 days prior to the intended adoption date by City Council.

Deliverables for Task 5:

- Preliminary draft PROS Plan (.pdf)
- Working draft operations assessment highlighting key challenges and recommendations (Optional)
- Working draft Capital Facilities Plan, project costing and sequencing
- Administrative draft PROS Plan (.pdf)
- Draft & final Non-Project SEPA Checklist for city distribution (Optional)

Task 6: Review & Approvals

Task 6.1. Public Works Committee Review (Optional)

Attend one virtual session with the Public Works Committee for their comment the draft Plan. The session will focus on and highlight the key considerations about services, policies, program strategies and capital priorities.

Task 6.2. Parks Commission Review (Optional)

Attend one virtual session with the Parks Commission for their comment the draft Plan. The session will focus on and highlight the key considerations about services, policies, program strategies and capital priorities. Comments and direction will be incorporated into the Plan and provided to staff for circulation to City Council.

Task 6.3. City Council Review

Attend one virtual session with City Council to present the draft Parks, Recreation & Open Space Plan and review the key findings, financing measures, policy recommendations and implementation strategies. It is assumed the City will lead the preparation of ordinance or resolution materials, and lead and facilitate requisite hearings for final adoption. (Note: Final plan submission to RCO by March 1, 2022. Minor extensions might be granted.)

Task 6.4. Revisions & Final Documentation

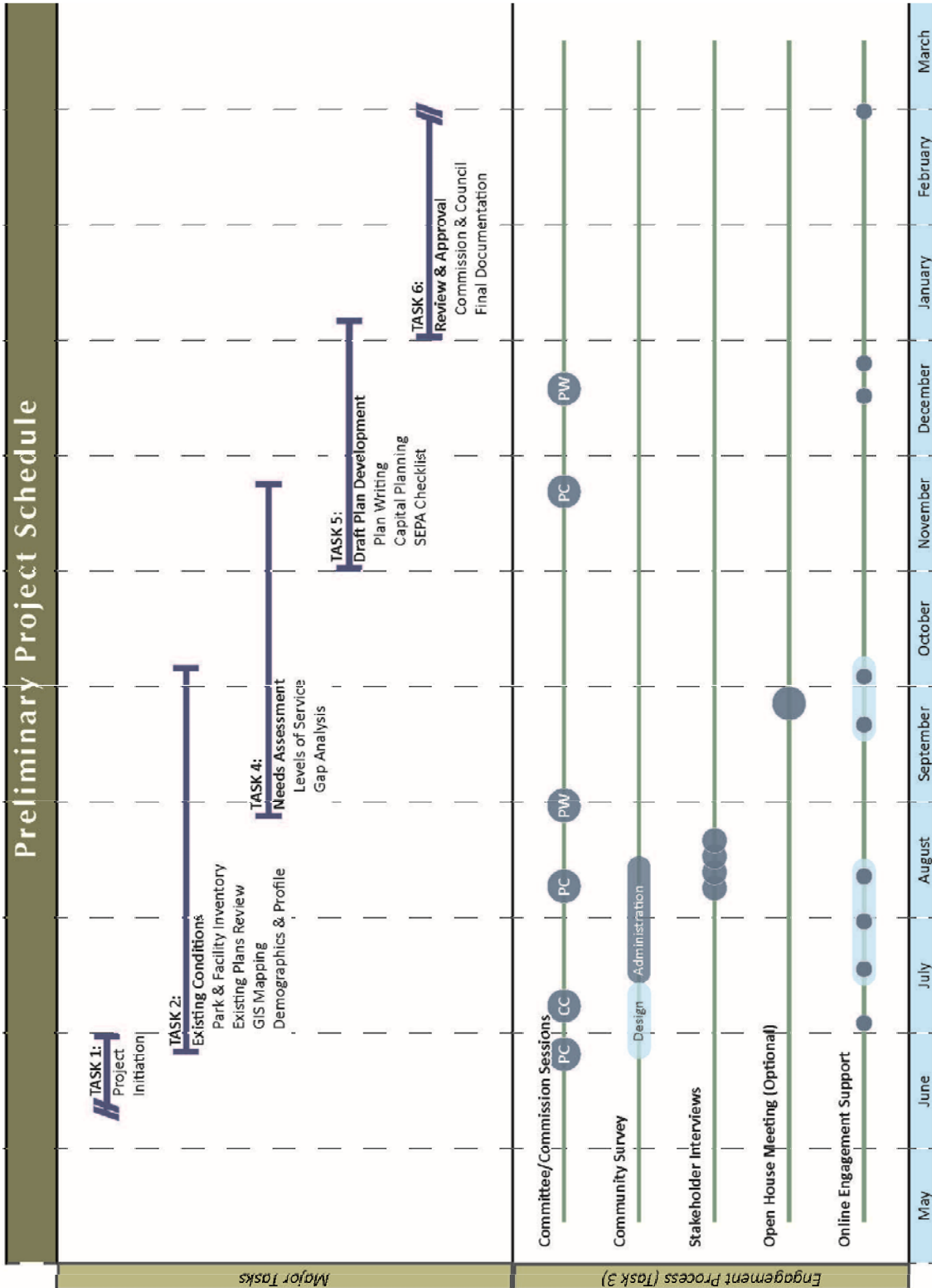
Incorporate final comments to finalize the Plan and produce the Plan in booklet format, delivered in print (4 copies) and electronic format (PDF). A data drive of all deliverables (e.g., maps, graphics, tables, content, GIS data, etc.) will be provided in digital formats at project completion.

Deliverables for Task 6:

- One session with Public Works Committee for draft PROS review

- One session with Parks Commission for draft PROS review
- One session with City Council for PROS Plan review prior to formal adoption
- Four bound, printed color copies of final PROS Plan
- Draft RCO Self-Certification Form for city submittal to State
- Data drive (thumb drive) including raw GIS datasets, GIS map files (.mdx), final versions of interim reports such as survey summary and focus group notes, PDFs of PROS Plan and map inserts, native files of PROS Plan (.indd, .xls, etc.)

Preliminary Project Schedule



Fee Proposal

To complete the scope of work identified in the Scope of Work section, we propose a total not-to-exceed cost of \$38,185, excluding any optional services noted below. Staff rates and a fee summary by task are noted below. We will work with the City to prepare a revised scope and budget, consistent with the available resources.

Staff Rates

Firm	Staff	Billing Rate
Conservation Technix	Principal	\$ 185
	Senior Associate I	\$ 160
	Senior Associate II	\$ 130
	Associate	\$ 110

Fee Summary

TASK	Fee	Subtotal	Hours Subtotal	Conservation Technix
Task 1: Project Initiation & Management	\$	2,035	11	\$ 2,035
Task 2: Existing Conditions & Baseline Analyses	\$	4,275	29	\$ 4,275
Task 3: Community Engagement	\$	11,615	73	\$ 11,615
Task 4: Community Needs Assessment	\$	6,960	45	\$ 6,960
Task 5: Preliminary Plan Development	\$	8,205	53	\$ 8,205
Task 6: Plan Reviews & Approval	\$	925	5	\$ 925
Direct Costs	\$	4,170		\$ 4,170
TOTAL \$ 38,185				

OPTIONAL SERVICES	Hours	Conservation Technix
2.4. Inventory & Assessment	22	\$ 3,620
3.4. Stakeholder Focus Group Session (per group of up to 10, Zoom)	5	\$ 825
3.4. Stakeholder Interviews (per individual interview)	2.5	\$ 400
3.6. Open House Meeting (1)	22	\$ 3,370
4.1. Detailed Review & Assessment of Levels of Service	26	\$ 4,180
5.2. Operations Assessment	44	\$ 7,150
5.4. SEPA Checklist	12	\$ 1,670
6.1. PW Committee Review (1 work session)	6	\$ 1,060
6.2. Parks Commission Review (1 work session)	6	\$ 1,060
Optional Services Subtotal		\$ 23,335
Expenses: Open House travel & Displays		\$ 470
Expenses: Site Inventory & Assessments		\$ 350
Optional Expenses Subtotal		\$ 820

Fee Detail: Base Services

Gig Harbor Parks, Recreation & Open Space Plan - Fee Schedule						
				Conservation Technix		
				S.Duh	J.Akers	M.Kunec
Tasks	Labor (Total Hours)	Labor (Total Fee)	Percent of Total Fee	PIC, PM, Lead Planner	Park Planner, AICP, PLA	Park Planner
Task 1: Project Initiation and Management						
1.1. Project Initiation Meeting	3	\$555	1%	3		
1.2. Project Management & Coordination Meetings	8	\$1,480	4%	8		
Task 2: Existing Conditions						
2.1. Review of Existing Plans & Studies	10	\$1,530	4%	2	4	4
2.2. Demographics & Trends	5	\$705	2%	1		4
2.3. Base Mapping & Spatial Analysis	14	\$2,040	5%	4		10
Task 3: Community Engagement						
3.1. Parks Commission Meeting (2, virtual)	14	\$2,490	7%	10	4	
3.2. City Council Meeting (1, virtual)	4	\$740	2%	4		
3.3. PW Committee Meeting (1, virtual)	4	\$740	2%	4		
3.4. Community Survey (mail & online)	36	\$5,240	14%	8	4	24
3.5. Stakeholder Discussions (4 individual)	10	\$1,700	4%	4	6	
3.6. Online Content Support	5	\$705	2%	1		4
Task 4: Recommendations & Analysis						
4.1. Park Level of Service & Needs Assessment	21	\$3,270	9%	6	7	8
4.2. Gap Analysis	24	\$3,690	10%	6	8	10
Task 5: Plan Development						
5.1. Draft PROS Master Plan	34	\$5,160	14%	8	10	16
5.3. Capital Improvements Plan	12	\$2,020	5%	4	8	
5.5. Administrative Draft Plan	7	\$1,025	3%	1	2	4
Task 6: Plan Reviews & Approval						
6.3. City Council Review (1 work session, virtual)	4	\$740	2%	4		
6.4. Plan Revisions & Final Documentation	1	\$185	0%	1		
Total Hours	216			79	53	84
Hourly Rate				\$185	\$160	\$130
TOTAL LABOR COST		\$34,015		\$14,615	\$8,480	\$10,920
Direct Costs						
Travel Expenses		\$170				
Mail survey printing & postage		\$3,400				
Printing - Final Plan (4 copies)		\$600				
TOTAL DIRECT COST		\$4,170				
GRAND TOTAL, LABOR & DIRECT COSTS		\$38,185				

Fee Detail: Optional Services

Gig Harbor Parks, Recreation & Open Space Plan - Optional Services						
				Conservation Technix		
				S.Duh	J.Akers	M.Kunec
Tasks	Labor (Total Hours)	Labor (Total Fee)	Percent of Total Fee	PIC, PM, Lead Planner	Park Planner, AICP, PLA	Park Planner
Task 1: Project Initiation and Management						
2.4. Inventory & Assessment	22	\$3,620	15%	4	18	
3.4. Stakeholder Focus Group (per group, up to 10, Zoom)	5	\$825	3%	1	4	
3.4. Stakeholder Interviews (per individual interview)	2.5	\$400	2%		2.5	
3.6. Open House Meeting (1)	22	\$3,370	14%	6	6	10
4.1. Detailed Review & Assessment of Levels of Service	26	\$4,180	17%	8	12	6
5.2. Operations Assessment	44	\$7,150	30%	14	22	8
5.4. SEPA Checklist	12	\$1,670	7%	2		10
6.1. PW Committee Review (1 work session)	6	\$1,060	4%	4	2	
6.2. Parks Commission Review (1 work session)	6	\$1,060	4%	4	2	
Total Hours	146			43	69	34
Hourly Rate				\$185	\$160	\$130
TOTAL LABOR COST		\$23,335		\$7,955	\$10,960	\$4,420
Direct Costs						
Travel Expenses (Open House)		\$470				
Travel Expenses (Site Assessments)		\$350				
TOTAL DIRECT COST		\$820				
GRAND TOTAL, LABOR & DIRECT COSTS (Optional Svcs)		\$24,155				

PARKS COMMISSION

JULY 2021

Parks Division Updates

Proposed Donations

Benches at Wilkinson Farm Park – Two separate private memorial bench donations have been made for placement at Wilkinson Farm Park. *The second bench has been installed*

Benches at Austin Estuary Park – Two private bench memorial donations have been approved at Austin Estuary Park and are expected to be installed after the public art has been placed on site. *The placement of the benches has been included in the land use permitting for the art.*

Benches at Gig Harbor Sports Complex – Kiwanis Club of Gig Harbor has made a financial commitment for sponsorship of eight benches to be located throughout the Sports Complex in Phase 1B. The Parks Commission provided a recommendation on the style of the proposed benches to be forwarded to City Council.

Water Bottle Filling Station at the Old Ferry Landing – A private donation of a water bottle filling station has been approved at the Old Ferry Landing. This water fountain will replace the outdated fountain currently in place. The fountain has been ordered and will be installed upon delivery.

Little Library at Shaw Park – The donation of a little library stand has been approved for installation at Shaw Park. A group of students representing Peninsula High School's National Honor Society will construct, donate, and provide the upkeep of the little library stand. The book library should be ready for installation soon.

Lease Updates

Gig Harbor Canoe and Kayak Race Team at Ancich Park – *The City and GHCKRT executed lease amendment #2 on 06/17/21 that establishes a minimum donation of \$150,000 from GHCKRT to the City in two payments. The first payment in the amount of \$100,000 was made to the City on June 29. The second payment will occur no later than April 15, 2022.*

Gig Harbor Commercial Fishermen's Club Draft Lease – The lease is still in a draft state and currently on hold. For now, the City has adopted new rules for all commercial fishing operators at both the Ancich Pier and Ancich Netshed along with similar use authorizations to the City's arrangement with commercial fishermen at Maritime Pier. *At this point we will remove this*

draft lease from future Parks Updates. If the Club decides to re-engage with this lease, we will resume updates.

Gig Harbor Sports Complex – City Council and the YMCA approved the Lease Agreement on May 10.

Projects

Ancich Homeport Commercial Fishing Dock Feasibility Study – The next phase of the Ancich Waterfront Park consists of a floating dock system to provide moorage for commercial fishermen. Public outreach and conceptual design will be conducted.

- The final draft was presented to Council in a staff report on 10/12/20.
- A Council study session with the study participants was held on 01/14/21.
- A follow-up discussion with commercial fishing operators occurred at Council's 03/04/21 study session.
- Council rejected adoption of the Study's conclusion at the May 24 Council Meeting and directed Staff to return with a revised Alt. H based on input from the local fishermen.
- ***Council adopted per Resolution 1210 at their June 14 meeting the Ancich Commercial Fishing Homeport concept Alternative G dated 06/01/2021. This concept will be used for future design and permitting of the Homeport floats later in 2021 and beyond.***

Ancich Community Paddler's Dock – Conduct visioning and develop a master plan for Crescent Creek Park pending Council direction on the City's proposed Masonic Lodge building improvements.

- ***Bid Ad Date 06/10/21.***
- ***Pre-bid walkthrough 06/17/21 at 10:00 a.m.***
- ***The Hearing Examiner decision was issued on 6/22/21.***
- ***Bid Opening 07/13/21.***
- ***Tentative Council Bid Award 07/26/21.***
- ***Tentative Start Construction 09/30/21.***
- The City has received word from the Port of Tacoma regarding the LEDIF Grant application submitted 02/26/21 that the City will be receiving \$25,000 of the \$85,000 requested.

Ancich Park Advanced Mitigation - Design, permit, and demolish the existing, dilapidated Jerkovich Pier located at Ancich Park using the federal process for advanced mitigation for the future Commercial Fishing Homeport float system.

- Administration held a meeting in October with US Army Corps to discuss mitigation banking for the removal of the deteriorating concrete pier.
- A professional services contract to provide design/permitting support was signed by the Mayor on 1/25/21.
- DCG submitted a permit application package to the City of Gig Harbor Planning Division on 02/23/21, which included local, state, and federal permit applications.
- The City is awaiting final approval from US Army Corps and Washington Department of Fish and Wildlife before receiving land use approval for the project.

Austin Park Honoring Project – In conjunction with the Puyallup Tribe of Indians, the Gig Harbor Kiwanis Foundation, and the City’s Arts Commission, the City Council awarded a contract in 2019 for the placement of an “honor symbol” in Austin Park to acknowledge the importance of the Tribe as the original residents of Gig Harbor. Staff is working with the Puyallup Tribe of Indians, a citizen group, and directed by City Council.

- Preliminary wetland, geotech and structural analyses for installation of the art piece has been completed.
- Honoring Committee is working on plaque language.
- Staff submitted a shoreline master program amendment on January 21.
- A contract amendment with the artist extending the duration of his participation to 12/31/21, was approved by Council on 04/26/21.
- The City transported the Honoring Art from the artist’s shop to Gig Harbor in April. The art is securely stored at a City facility.
- *Staff and the City’s consultant (Parametrix) submitted land use permits on June 29th.*
- *Staff will engage with Peterson Structural Engineers to develop the design for the art base later in July.*
- The art is anticipated to be installed by fall 2021.

City Park at Crescent Creek Visioning/Master Plan – Conduct visioning and develop a master plan for Crescent Creek Park pending Council direction on the City’s proposed Masonic Lodge building improvements.

- In determining the next steps of the Masonic Lodge, Council will review Bill Acker’s report and John McMillian’s renderings.
- City Council approved the Master Planning contract with HBB on 3/23/20.
- The City is preparing to engage with the public in summer 2021 regarding the vision for the Masonic Lodge property.
- The Crescent Creek Park Public Master Planning will begin after the Masonic Lodge property visioning has concluded.

Eddon Park Brick House – Remodel and rehabilitate the historic Eddon Residence.

- *Contract time suspended from June 1 to June 30 due to long fabrication lead time for interior doors and awaiting approval of details for rebuilding chimney.*
- *Construction completion anticipated in summer 2021.*
- *Bldg. Division approved details for rebuilding brick chimney & City issued a direction to Contractor to submit proposal for additional costs & times for chimney rebuild.*

Eddon Boat Railway Carriages – The two railways at the Eddon Boat Building still require the construction of the boat carriages that will carry boat along the marine rails. This work will support the final design and construction of the two railway carriages.

- A Construction Contract was awarded to Pinnacle Steel on 04/12/21.
- Shop drawings from Pinnacle Steel were forwarded to engineer of record (Peterson Structural Eng.) 05/20/21.
- Forwarded reviewed shop drawings to Pinnacle Steel on 05/28/21.
- Preconstruction meeting held on 05/13/21.

- *Fabrication of the carriages is progressing.*

Gig Harbor Sports Complex Phase 1A – Partner with the YMCA to develop City-owned properties into a 17-acre Gig Harbor Sports Complex with lit and turfed multi-use fields and associated parking. Updates are posted on the city website: <http://www.cityofgigharbor.net/637/Gig-Harbor-Sports-Complex>

- Funding: work to come under contract with our state appropriation of \$206K and \$350K RCO Youth Activity Facility Grant.
- *The City and YMCA have a Lease Agreement was effective on 05/20/21 and recorded on 06/01/21.*
- *Per the lease the YMCA must submit all necessary land use permits no later than 06/30/23 and complete construction no later than 12/31/24.*

Gig Harbor Sports Complex Phase 1B – Phase 1B includes multiple playgrounds, trails, event lawn, pickle ball courts, bocce ball, picnic shelters, and additional parking. Council approved Res. 1178 + 1180. authorizing application for the Land and Water Conservation Fund (LWCF) for \$500K, and the Local Parks (WWRP) for \$500K.

- Kiwanis is donating eight benches. City coordinating with Kiwanis for bench style, delivery and installation during construction.
- Working through grading with YMCA for ADA.
- The RCO Board approved Preliminary Ranked Project Lists for funding on 10/2/20 as follows:
 - LWCF – ranked 9/25 (recommended)
 - WWRP – ranked 25/80 (not recommended)
 - The state legislature funded the RCO Boards projects as recommended above.
- The City did not secure capital funding from the state prior to the end of the 2021 session.
- Staff has gathered the information requested by RCO for the LWCF grant agreement.
- *This project is currently scheduled to begin design/permitting in fall 2021.*

Skansie Netshed – Repainting - Project is limited to maintenance work consisting of repairing roof leaks and repainting the exterior of the Netshed.

- *WA Dept. of Fish and Wildlife stated on 5/26/21 that a HPA is not required for this maintenance work.*
- *Engineering staff sent a memo to Planning on 5/27/21 requesting confirmation that the maintenance work is exempt from SEPA processing.*
- *Staff preparing bid docs.*
- *Ad Date 07/01/21.*
- *Tentative Bid Opening 07/15/21.*
- *Tentative Council Bid Award 07/26/21.*
- *Tentative Start Construction 8/23/21.*
- *Project Completion by 09/30/21.*

Upcoming Special Events

- 6/3-9/9 - Waterfront Farmers Market, Skansie Brothers Park, Thursdays (1-7pm)
- 7/2 – Pop-up Reopening Concert, Skansie Brothers Park
- 7/13-8/31 - Summer Sounds, Skansie Brothers Park (Tuesdays)
- 7/16-8/27 - Movies in the Park, Skansie Brothers (Fridays)
- 7/24 – Chalk the Harbor, sidewalks/Skansie Brothers Park
- 8/7 – Galloping Gertie Half Marathon, Cushman Trail (14th Ave NW to Olympic Drive)
- 8/21-8/22 – Maritime Gig Festival, Skansie Brothers Park
- 8/27 – Wedding, Skansie Brothers Park
- 9/11 – Harbor Hounds, Skansie Brothers Park
- 8/19 – Korean Chu Seok Festival, Skansie Brothers Park
- 9/19 – Race for a Soldier, various streets