

**AGENDA
CITY OF GIG HARBOR
PUBLIC WORKS COMMITTEE
Tuesday, December 14, 2021
3:00 p.m. – 4:00 p.m.**

Due to public health concerns, this meeting will be accessible by phone by dialing (253) 215-8782 and entering the Meeting ID: 929 1013 8774 or through Zoom at: <https://zoom.us/j/92910138774>

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 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, where you will be asked your name and address for the record. When using your phone to call in, you may need to press *6 to unmute/mute 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 Executive Assistant Maureen Whitaker by 1:00 p.m. on Tuesday, December 14, 2021. 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: mwhitaker@gigharborwa.gov. Written comments will be read during Public Comment.

CALL TO ORDER / ROLL CALL

APPROVAL OF MINUTES: November 9, 2021

OLD BUSINESS: none.

NEW BUSINESS:

1. Emergency Water Intertie – Canterwood Blvd Project Update
2. Well #9 Water Rights and Mitigation

CIP REVIEW

PUBLIC COMMENT

ANNOUNCEMENT OF UPCOMING MEETING: February 15, 2022

ADJOURN

**MINUTES
CITY OF GIG HARBOR
PUBLIC WORKS COMMITTEE
Tuesday, November 9, 2021
3:00 p.m. – 4:00 p.m.**

Due to public health concerns, this meeting was held remotely.

CALL TO ORDER / ROLL CALL

Public Works Committee Chair Jim Franich called the meeting to order at 3:01 p.m.

Public Works Committee Members Present (remotely): Jim Franich, Jeni Woock, Bob Himes.

Staff Present (remotely): Mayor Kit Kuhn, Public Works Director Jeff Langhelm, City Engineer Trent Ward, and Executive Assistant Maureen Whitaker (scribe)

Others Present: Transportation Solutions Inc. Consultant Jennifer Salemann and Kirk Harris

APPROVAL OF MINUTES: October 12, 2021

MOTION: Move to approve the October 12, 2021 Public Works Committee Minutes.

Himes / Woock – Motion passed unanimously.

OLD BUSINESS: none.

NEW BUSINESS:

1. Draft ADA Transition Plan Review and Presentation by Transportation Solutions, Inc.

The City's consultant Jennifer Salemann gave a PowerPoint presentation of the draft ADA Transition Plan (Plan) to the Public Works Committee in advance of the public hearing and presentation to City Council at the November 22, 2021 meeting. It was noted in the presentation that Phase 1 of the Plan included prioritization and implementation of the curb ramp barriers for removal. Ms. Salemann stated that there are presently 416 curb ramps that are non-compliant. A schedule to formally establish the City's proposed timeline and funding strategies for the continued replacement of non-conforming curb ramps was discussed. A question-and-answer period followed including some minor suggested revisions to the draft Plan.

RECOMMENDATION:

- Hire a staff person whose primary focus is ADA compliance and the removal of the 416 non-compliant curb ramps located in the City's right of way.
- Provide at the November 22, 2021 City Council meeting, the City's current number of ADA on-street parking stalls available versus where the City needs to be according to the Public Right of Way Accessibility Guidelines (PROWAG).

2. **Ancich Human Powered Craft Public Storage Fees**

Public Works Director Jeff Langhelm presented a proposed fee table for City and Non-City residents for standup paddle boards, kayaks, and canoes that included locker and the application fees. The fees are set up on a 6-month rental period from Jan. thru Jun. and Jul. thru Dec. based on a lottery system.

Mr. Langhelm explained that the next steps is to present the proposed fees to the full Council. The overall project schedule is to get the storage racks installed sometime in December and have a ribbon-cutting in early 2022.

RECOMMENDATION:

Provide the Public Works Committee comparisons from other jurisdictions to determine if the City's fees are too low or too high.

3. **Burnham Ridge Sewer and Water Utility Extension Agreements**

Mr. Langhelm introduced a request for utility extension agreements from Rush Residential to extend water and sewer utilities from Burnham Drive into their proposed Burnham Ridge Plat. The site is located in the UGA and the water line is already located in Burnham Drive. Rush is asking for twenty water and sewer connections that would be charged at 1-1/2 times the water and sewer rates. A brief discussion followed, and this request will be presented to full Council at the November 22, 2021 meeting.

4. **CIP REVIEW**

Mr. Langhelm briefly discussed the following projects on Tier 1 and noted that there were no changes to the other tiers:

- The HVAC Assessment has been pushed out.
- Gig Harbor North Pedestrian Crosswalks project closeout is underway but not yet finalized.
- Canterwood Emergency Water Intertie will be discussed at the December 14 Public Works Committee meeting.
- WWTP Digester has been moved to 2022.
- Utility Rate Study has been moved to 2022.

PUBLIC COMMENT: none.

ANNOUNCEMENT OF UPCOMING MEETING: December 14, 2021

ADJOURN:

MOTION: Move to adjourn at 4:39 p.m.

Himes / Woock – Motion passed unanimously.



PUBLIC WORKS DEPARTMENT

MEMORANDUM

TO: Public Works Committee Members
FROM: Trent A. Ward, PE, City Engineer *TW*
DATE: December 14, 2021
SUBJECT: Emergency Water Intertie – Canterwood Blvd Project Update

The 2021 Water Division Capital Budget Objective #2 provides for the construction of an emergency water intertie along Canterwood Blvd, between St. Anthony's hospital and Baker Way, to provide a redundant water source in the event of an emergency that affects the supply of water within the Gig Harbor North area of the City.

Over the past several months, staff with the assistance of our consultant, Parametrix, have been performing preliminary water system modeling in order to determine the feasibility of constructing an emergency water intertie with Washington Water Co. and Peninsula Light Water at the intersection of Canterwood Blvd and Baker Wy.

Based upon the preliminary modeling, the City's Water system for the Gig Harbor North area requires approximately 270 gallons per minute (gpm), which represents the average day demand (ADD) (how much water the Gig Harbor North zone is expected to use on average per day).

Staff asked Washington Water Co. and Peninsula Light Water if they each could provide the City with 270 gpm from their respective water systems, and they have responded as follows:

Washington Water Co: estimate they could provide approximately 123 gpm on average, per day, however, there would be periods of the day that they would not be able to provide any flow;

Peninsula Light Water: has determined that an intertie to provide additional flow to the City is not feasible for them at this time based upon their current peak season source capacity issues.




PUBLIC WORKS DEPARTMENT

MEMORANDUM

TO: Public Works Committee Members

CC: Mayor and City Councilmembers

FROM: Jeff Langhelm, PE, Public Works Director 

DATE: December 8, 2021

SUBJECT: Well #9 Water Rights and Mitigation

The City's adopted 2018 Water System Plan states the City needs to provide for redundancy of the groundwater supply system. This can be accomplished by either drilling a new, redundant well source or constructing new standby (emergency) storage tank(s). The Water System Plan identifies the recommended solution to be drilling a new well source, known as Well #9.

The City can develop this well and withdraw water without obtaining a new water right specifically for this well because the City currently has sufficient water rights to serve existing customers and additional customers in the near future. For Well #9 the City will use the specialized services of a water rights attorney to go through a process to reallocate our existing, unused, water rights. Well #9 will then withdraw water using the reallocated, or non-additive, water right. However, in the next few years, the City will need to request new additive water rights.

The process to obtain additive water rights is complicated and time-consuming. The City first submitted an application for water rights to the Washington State Department of Ecology (Ecology) for Well #9 in August 2000 then soon realized this application would not be reviewed in a timely manner.

Then between 2010 and 2016 the City participated in a groundwater study with Kitsap County water purveyors, the United States Geological Survey (USGS), Ecology, and the Suquamish Tribe. The outcome of this study included a groundwater model the City can use to support water rights applications to identify available groundwater and support mitigation for withdrawal of groundwater. Mitigation options include supplementing stream flows with fresh water or reclaimed water.

The intent of this agenda item at the December 14 Public Works Committee meeting is to perform a high-level review of both current and future water rights for Well #9 and available mitigation options the City may employ to obtain future water rights.

2021 CIP Project Schedule - Tier 1 Projects

ID	Task Name	Duration	Start	Finish	Permitting	Predecessors	Nov '21	Jan '22	Mar '22	May '22	Jul '22	Sep '22	Nov '22
1	Parks Projects												
2	Railway Carriages at Eddon Boat Building	316 days	Tue 12/1/20	Tue 2/15/22	Building Permit		[Gantt bar from Nov '21 to Mar '22]						
3	Design	68 days	Tue 12/1/20	Thu 3/4/21									
4	Bid Award	1 day	Mon 4/12/21	Mon 4/12/21		3							
5	Fabrication	123 days	Tue 4/13/21	Thu 9/30/21		4							
6	Installation	98 days	Fri 10/1/21	Tue 2/15/22		5	[Gantt bar from Nov '21 to Mar '22]						
7	Community Paddler's Dock	337 days	Mon 11/2/20	Tue 2/15/22	Land Use and Building		[Gantt bar from Nov '21 to Mar '22]						
8	Design/Permitting	186 days	Mon 11/2/20	Mon 7/19/21									
9	Bid Award	0 days	Mon 7/26/21	Mon 7/26/21									
10	Construction	102 days	Mon 9/27/21	Tue 2/15/22		9	[Gantt bar from Nov '21 to Mar '22]						
11	Austin Estuary Honoring Symbol	523 days	Sun 3/1/20	Wed 3/2/22	Land Use and Building		[Gantt bar from Nov '21 to Mar '22]						
12	Art Carving	187 days	Sun 3/1/20	Sun 11/15/20									
13	Land Use Application Development	57 days	Thu 4/1/21	Fri 6/18/21									
14	Land Use Application Submittal, Review, and Appeal Periods	78 days	Wed 6/30/21	Fri 10/15/21		13							
15	Building Permit Application Consultant Contracting, Submittal,	45 days	Mon 7/26/21	Fri 9/24/21									
16	Approval from Department of Archeology and Historic	80 days	Mon 9/27/21	Fri 1/14/22		15	[Gantt bar from Nov '21 to Jan '22]						
17	Small Works Roster Advertisement	11 days	Mon 1/17/22	Mon 1/31/22		16							
18	Bid Opening	1 day	Tue 2/1/22	Tue 2/1/22		17							
19	Small Works Contract Award	1 day	Wed 2/2/22	Wed 2/2/22		18							
20	Art Base Construction	11 days	Thu 2/3/22	Thu 2/17/22		19							
21	Installation	9 days	Fri 2/18/22	Wed 3/2/22		20							

Legend	Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline	
	Split		External Tasks		Inactive Summary		Manual Summary		Progress	
	Milestone		External Milestone		Manual Task		Start-only		Manual Progress	
	Summary		Inactive Task		Duration-only		Finish-only			

2021 CIP Project Schedule - Tier 1 Projects

ID	Task Name	Duration	Start	Finish	Permitting	Predecessors	Nov '21	Jan '22	Mar '22	May '22	Jul '22	Sep '22	Nov '22
22	Ancich Human Powered Waterfont Storage Design	251 days	Thu 4/1/21	Thu 3/17/22	Building Permit								
23	Design	193 days	Thu 4/1/21	Mon 12/27/21									
24	Bidding and Contract Award	13 days	Tue 12/28/21	Thu 1/13/22		23							
25	Fabrication & Installation	45 days	Fri 1/14/22	Thu 3/17/22		24							
26	Ancich Park Advanced Mitigation Project	276 days	Tue 1/26/21	Tue 2/15/22	Land Use Permit								
27	Design/Permitting	228 days	Tue 1/26/21	Thu 12/9/21									
28	Award	0 days	Mon 12/13/21	Mon 12/13/21									
29	Construction	47 days	Mon 12/13/21	Tue 2/15/22		28							
30	Parks, Recreation and Open Space Plan Update	281 days	Mon 2/1/21	Mon 2/28/22									
31	Development and Public Process	281 days	Mon 2/1/21	Mon 2/28/22									
32	City Buildings												
33	HVAC Assessment	264 days	Wed 3/31/21	Mon 4/4/22									
34	Consultant Selection	204 days	Wed 3/31/21	Mon 1/10/22									
35	Analysis and Report	60 days	Tue 1/11/22	Mon 4/4/22		34							
36	Civic Center Building Access/Control	216 days	Fri 1/1/21	Fri 10/29/21									
37	Product Selection and Bid Package Development	216 days	Fri 1/1/21	Fri 10/29/21									
38	City Streets Projects												
39	Public Works Operation Center-Building Design and Permit	275 days	Tue 2/9/21	Mon 2/28/22	Building Permit								
40	Design/Permitting	243 days	Tue 2/9/21	Thu 1/13/22									
41	Bidding and Contract Award	32 days	Fri 1/14/22	Mon 2/28/22		40							

Legend	Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline	
	Split		External Tasks		Inactive Summary		Manual Summary		Progress	
	Milestone		External Milestone		Manual Task		Start-only		Manual Progress	
	Summary		Inactive Task		Duration-only		Finish-only			

2021 CIP Project Schedule - Tier 1 Projects

ID	Task Name	Duration	Start	Finish	Permitting	Predecessors	Nov '21	Jan '22	Mar '22	May '22	Jul '22	Sep '22	Nov '22
42	Stinson Ave Pavement Overlay/Pedestrian Improvements & Stinson/Rosedale Intersection	235 days	Mon 3/8/21	Fri 1/28/22			Intersection Improvement						
43	Bid Award	1 day	Mon 3/8/21	Mon 3/8/21									
44	Construction	220 days	Mon 3/29/21	Fri 1/28/22		43							
45	Stinson/Harborview Intersection Improvements	380 days	Thu 12/17/20	Wed 6/1/22			ments						
46	Design	131 days	Thu 12/17/20	Thu 6/17/21									
47	Bid Award	1 day	Mon 7/26/21	Mon 7/26/21		46							
48	Construction	208 days	Mon 8/16/21	Wed 6/1/22		46,47	Construction						
49	38th Avenue Improvement Project-Phase 1A	272 days	Thu 12/17/20	Fri 12/31/21									
50	Design	82 days	Thu 12/17/20	Fri 4/9/21									
51	Bid Award	1 day	Mon 5/24/21	Mon 5/24/21		50							
52	Construction	140 days	Mon 6/21/21	Fri 12/31/21		51,50							
53	Burnham Dr Half-Width Street Improvements Ph 1A	365 days	Fri 1/1/21	Thu 5/26/22	Land Use Permit		ts Ph 1A						
54	Design/Permitting	365 days	Fri 1/1/21	Thu 5/26/22									
55	ADA Self-Evaluation and Transition Planning Program	161 days	Mon 5/3/21	Mon 12/13/21									
56	Consultant Selection	74 days	Mon 5/3/21	Thu 8/12/21									
57	Plan Development and Public Process	70 days	Fri 8/13/21	Thu 11/18/21		56							
58	PW Committee Review and Council Adoption	25 days	Tue 11/9/21	Mon 12/13/21		57							
59	Prentice Ave/Fennimore St Half-Width Frontage Improvements	94 days	Tue 8/24/21	Fri 12/31/21									
60	Consultant Selection	25 days	Tue 8/24/21	Mon 9/27/21									
61	Preliminary Design and Estimating	88 days	Wed 9/1/21	Fri 12/31/21									

Legend	Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline	
	Split		External Tasks		Inactive Summary		Manual Summary		Progress	
	Milestone		External Milestone		Manual Task		Start-only		Manual Progress	
	Summary		Inactive Task		Duration-only		Finish-only			

2021 CIP Project Schedule - Tier 1 Projects

ID	Task Name	Duration	Start	Finish	Permitting	Predecessors	Nov '21	Jan '22	Mar '22	May '22	Jul '22	Sep '22	Nov '22
62	Water Projects												
63	Emergency Water Intertie- Canterwood Blvd	260 days	Mon 5/17/21	Fri 5/13/22			Intertie- Canterwood Blvd						
64	Design	159 days	Mon 5/17/21	Thu 12/23/21			[Task Bar]						
65	Bid Award	1 day	Mon 1/24/22	Mon 1/24/22		64	[Task Bar]						
66	Construction	80 days	Mon 1/24/22	Fri 5/13/22			[Task Bar]						
67	Water Comp Plan Update	130 days	Mon 5/3/21	Fri 10/29/21			[Task Bar]						
68	Design	130 days	Mon 5/3/21	Fri 10/29/21			[Task Bar]						
69	Wastewater Projects												
70	Lift Station 6 Replacement	424 days	Tue 12/15/20	Fri 7/29/22			[Task Bar]						
71	Design	119 days	Tue 12/15/20	Fri 5/28/21			[Task Bar]						
72	Construction	225 days	Mon 9/20/21	Fri 7/29/22		71	[Task Bar]						
73	Lift Station 12 Rehabilitation Design	456 days	Thu 12/17/20	Thu 9/15/22			[Task Bar]						
74	Design	118 days	Thu 12/17/20	Mon 5/31/21			[Task Bar]						
75	Permitting	44 days	Tue 7/6/21	Fri 9/3/21		74	[Task Bar]						
76	Bid Award	1 day	Thu 9/16/21	Thu 9/16/21			[Task Bar]						
77	Construction	234 days	Mon 10/25/21	Thu 9/15/22		74,76	[Task Bar]						
78	Murphy's Landing Marina Navigation Channel Dredging	332 days	Thu 1/21/21	Fri 4/29/22			[Task Bar]						
79	Agreement	78 days	Thu 1/21/21	Mon 5/10/21			[Task Bar]						
80	Consultant Selection	16 days	Mon 7/19/21	Mon 8/9/21		79	[Task Bar]						
81	Design/Permitting	187 days	Thu 8/12/21	Fri 4/29/22		80	[Task Bar]						
82	Waterwater Treatment Plant Digester Upgrades	151 days	Mon 8/2/21	Mon 2/28/22	Building Permit		[Task Bar]						

Legend	Task	Project Summary	Inactive Milestone	Manual Summary Rollup	Deadline
Split	[Dotted Line]	External Tasks	[Grey Bar]	Inactive Summary	[Grey Bar]
Milestone	[Diamond]	External Milestone	[Diamond]	Manual Task	[Teal Bar]
Summary	[Thick Bar]	Inactive Task	[White Bar]	Duration-only	[Teal Bar]
				Manual Summary	[Thin Bar]
				Start-only	[C-Bracket]
				Finish-only	[J-Bracket]
				Progress	[Blue Bar]
				Manual Progress	[Teal Bar]

2021 CIP Project Schedule - Tier 1 Projects

ID	Task Name	Duration	Start	Finish	Permitting	Predecessors	Nov '21	Jan '22	Mar '22	May '22	Jul '22	Sep '22	Nov '22
83	Consultant Selection and Design	96 days	Mon 8/2/21	Mon 12/13/21									
84	Construction	70 days	Tue 11/23/21	Mon 2/28/22		83							
85	Stormwater Projects												
86	Burnham Dr. and 96th Culvert Repair	365 days	Fri 1/1/21	Thu 5/26/22	Land Use Permit								
87	Design/Permitting	365 days	Fri 1/1/21	Thu 5/26/22									
88	Storm Utility Revenue Study	281 days	Mon 2/1/21	Mon 2/28/22									
89	Consultant Selection & Contract Authorization	36 days	Mon 2/1/21	Mon 3/22/21									
90	Development and Public Process	164 days	Mon 2/1/21	Thu 9/16/21									
91	PW Committee Review and Council Adoption	117 days	Fri 9/17/21	Mon 2/28/22		90							
92	Other Department Tasks												
93	Utility Rate Studies	217 days	Wed 9/1/21	Fri 7/1/22									
94	Development and Public Process	88 days	Wed 9/1/21	Fri 12/31/21									
95	PW Committee Review and Council Consideration	112 days	Mon 1/3/22	Tue 6/7/22		94							
96	Effective Date	0 days	Fri 7/1/22	Fri 7/1/22									

◆ 7/1

Legend	Task		Project Summary		Inactive Milestone	◆	Manual Summary Rollup		Deadline	↓
	Split		External Tasks		Inactive Summary		Manual Summary		Progress	
	Milestone	◆	External Milestone	◆	Manual Task		Start-only		Manual Progress	
	Summary		Inactive Task		Duration-only		Finish-only			

2021 CIP Project Schedule - Tier 2 Projects

ID	Task Name	Duration	Start	Finish	Permitting	Predecessor:	November 21	January 1	February 11	March 21	May 1	June 11	July 21	September 1	October 11
1	Parks Projects														
2	Native Vegetation Plantings 2021						on Plantings 2021								
3	Site Selection	45 days	Thu 9/23/21	Wed 11/24/21											
4	Installation	44 days	Thu 11/25/21	Tue 1/25/22		3									
5	Gig Harbor Sports Complex Phase 1B Design and Permitting	523 days	Thu 12/9/21	Mon 12/11/23											
6	Design/Permitting	243 days	Thu 12/9/21	Mon 11/14/22											
7	Bid Award	0 days	Mon 11/14/22	Mon 11/14/22		6									
8	Construction	280 days	Tue 11/15/22	Mon 12/11/23		7									
9	City Buildings														
10	None														
11	City Streets Projects														
12	None														
13	Water Projects														
14	None														
15	Wastewater Projects														
16	2021 Generator Replacement	54 days	Mon 10/4/21	Thu 12/16/21			lacement								
17	Construction (LS#2A)	54 days	Mon 10/4/21	Thu 12/16/21			#2A)								
18	Stormwater Projects														
19	Donkey Creek Daylighting	131 days	Thu 1/13/22	Thu 7/14/22											
20	Conceptual Design and Public Process	131 days	Thu 1/13/22	Thu 7/14/22											
21	Other Department Tasks														
22	None														

Legend	Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline	
	Split		External Tasks		Inactive Summary		Manual Summary		Progress	
	Milestone		External Milestone		Manual Task		Start-only		Manual Progress	
	Summary		Inactive Task		Duration-only		Finish-only			