

AGENDA
GIG HARBOR PARKS COMMISSION MEETING
Wednesday, July 6, 2022 – 5:30 p.m.
Virtual Meeting

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

Call-in: (253) 215-8782 Meeting ID: 921 4071 5051

- I. CALL TO ORDER / ROLL CALL**
- II. APPROVAL OF MINUTES:** Minutes of June 1, 2022
- III. PUBLIC COMMENT**
- IV. DISCUSSION ITEMS**
 - A. Sports Complex Phase 1B Update – Public Works Director Jeff Langhelm
 - B. [Council Guidelines](#) for Advisory Boards
 - C. Parks Commission Work Plan
- V. STAFF REPORTS**
 - A. Adopt-A-Park Program Update – Parks Manager Matthew Keough
 - B. Parks Division Update – Parks Manager Matthew Keough
 - C. City Administration Update – City Clerk Josh Stecker
- VI. COMMISSISONER REPORTS & COMMENTS**
- VII. ADJOURN**

Next Regular Meeting: August 3, 2022

MINUTES
GIG HARBOR PARKS COMMISSION MEETING
Wednesday, June 1, 2022 – 5:30 p.m.
Virtual Meeting

CALL TO ORDER / ROLL CALL: Chair Ben Coronado called the meeting to order. Commissioners Louise Tieman, Georgina Armstrong, Stephanie Lile, Will Appleton, Les McCallum, and Stace Gordon were present. New commissioners Stace Gordon and Les McCallum were introduced.

APPROVAL OF MINUTES: The minutes of May 4, 2022, were unanimously approved.

OLD BUSINESS:

1. **Parks Commission Work Program Discussion** - Discussion of the Parks Commission Work Plan was deferred to a future meeting.

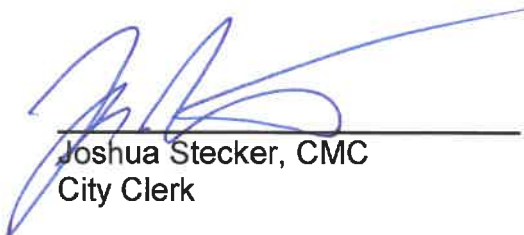
NEW BUSINESS:

1. **Commission Rules Update** – City Clerk Josh Stecker provided an update on the Council Guidelines and Procedures as they pertain to the Parks Commission. The City Clerk will function as the liaison between the Parks Commission, staff, and Council going forward.
2. **Crescent Creek Master Plan Stakeholders** – Parks Commissioners provided input on possible stakeholders for the Crescent Creek Master Plan to Parks Manager Matthew Keough.
3. **Park Survey Form** – Louise Tieman reported on the development of a park survey form. The draft form will be provided to the Commission.
4. **Election of Officers** – Ben Coronado was unanimously re-elected as Chair. Louise Tieman was unanimously re-elected as Vice chair.

PARKS UPDATE REPORT: Parks Manager Matthew Keough provided a summary of general park update information.

COMMISSIONER REPORTS: Georgina Armstrong reported on the most recent Climate Change Comprehensive Plan Advisory Committee meeting.

ADJOURN: The meeting adjourned at 8:03 p.m.



Joshua Stecker, CMC
City Clerk



PUBLIC WORKS DEPARTMENT

MEMORANDUM

TO: Parks Commission Members

FROM: Jeff Langhelm, PE, Public Works Director

DATE: June 30, 2022

SUBJECT: Sports Complex Phase 1B Update

As you may know, City Staff and the City's Consultant (BCRA) have been proceeding with the design and permitting work associated with the Sports Complex Phase 1B Project since March 2022. On June 28 the City held an open house to present project design details to the public and receive input/comments from the public on some specific project design elements. These elements included the performance stage type, playground equipment type, and pickleball courts.

At the July 6 Parks Commission Meeting Staff will present as a discussion item a review of the design elements, the project schedule, and receive input from the Parks Commission. See the attached presentation boards used at the June 28 open house for your reference. Please note, public comment on this item will need to be provided as part of public comment at the beginning of the meeting.

Staff will then summarize and present all information at Council's July 14 Study Session. Staff will be requesting direction from Council at the Study Session on the design elements noted above and other specific site features.

Site Layout Plan

CONCEPTUAL DESIGN



LEGEND

- | | | |
|-------------------------|---|---|
| 1 Parking Lot Expansion | 7 Performance Shelter | 13 Accessible Pedestrian Entry |
| 2 Event Lawn | 8 Pre-K & 5-12 Playground | 14 Crosswalk to Trails & School |
| 3 Pickleball Courts | 9 Future Trail Connections to Neighborhoods & Cushman Trail | 15 New Maintenance/Access Drive for Athletic Fields |
| 4 Bocce Courts | 10 Crosswalk | |
| 5 Restrooms/Concessions | 11 Existing YMCA Walkway | |
| 6 Picnic Shelter | 12 Synthetic Turf Fields by YMCA (not a part of this project scope) | |



Forest Play Theme

LOGS, NESTS, HOLLOWES, WEBS, BOULDERS, RE-USE OF SITE MATERIALS

This playground theme is meant to draw on and reference the natural context of Gig Harbor, the trees, native vegetation, and use of natural materials such as wood and rope in the play structures.

Pros:
Allows for more open-ended, imaginative play for children.

More natural look that blends in with the surroundings of the park.

Cons:
Longevity/maintenance of wood/rope versus steel/plastic.

Perceptions of safety - natural play sometimes perceived as less safe than more traditional play.



Artistic Historic/Fishing Play Theme

SCULPTURAL ELEMENTS, FISH, NETS, CATCHING METHODS, BOATS, FISH LIFE CYCLE

This design theme draws on the history and culture of Gig Harbor, primarily the fishing industry of Gig Harbor. By referencing forms from the fishing industry in the form of netting, fish, boats, maritime themes the cultural and historical context of Gig Harbor is brought to life.

Pros:

Allows for more artistic play elements in the form of netting, boats, fish sculptures, etc.

Great opportunity to incorporate history into the park theme - not necessarily limited only to the playground (example: boat-themed seating or benches could be incorporated).

Cons:

Wood components may have less longevity than steel or plastic.

Perceptions of safety - more non-traditional play elements are sometimes perceived as less safe than traditional play equipment.



Historically Themed Traditional Play

TRADITIONAL STEEL AND PLASTIC PLAY EQUIPMENT

This design theme references the fishing and maritime history of Gig Harbor in the form of more traditional metal and plastic play equipment.

Pros:

Great opportunity to incorporate history into the park theme.

Potentially higher longevity / less-maintenance than play equipment made from natural materials.

Cons:

Less natural in appearance, design elements are off-the-shelf products which are more ubiquitous in playgrounds.



Nature Themed Traditional Play

TRADITIONAL STEEL AND PLASTIC PLAY EQUIPMENT

This design theme references the natural surrounding of Gig Harbor, mimicking and refere in the form of more traditional metal and plastic play equipment.

Pros:

- Great opportunity to incorporate history into the park theme.
- Potentially higher longevity / less-maintenance than play equipment made from natural materials.

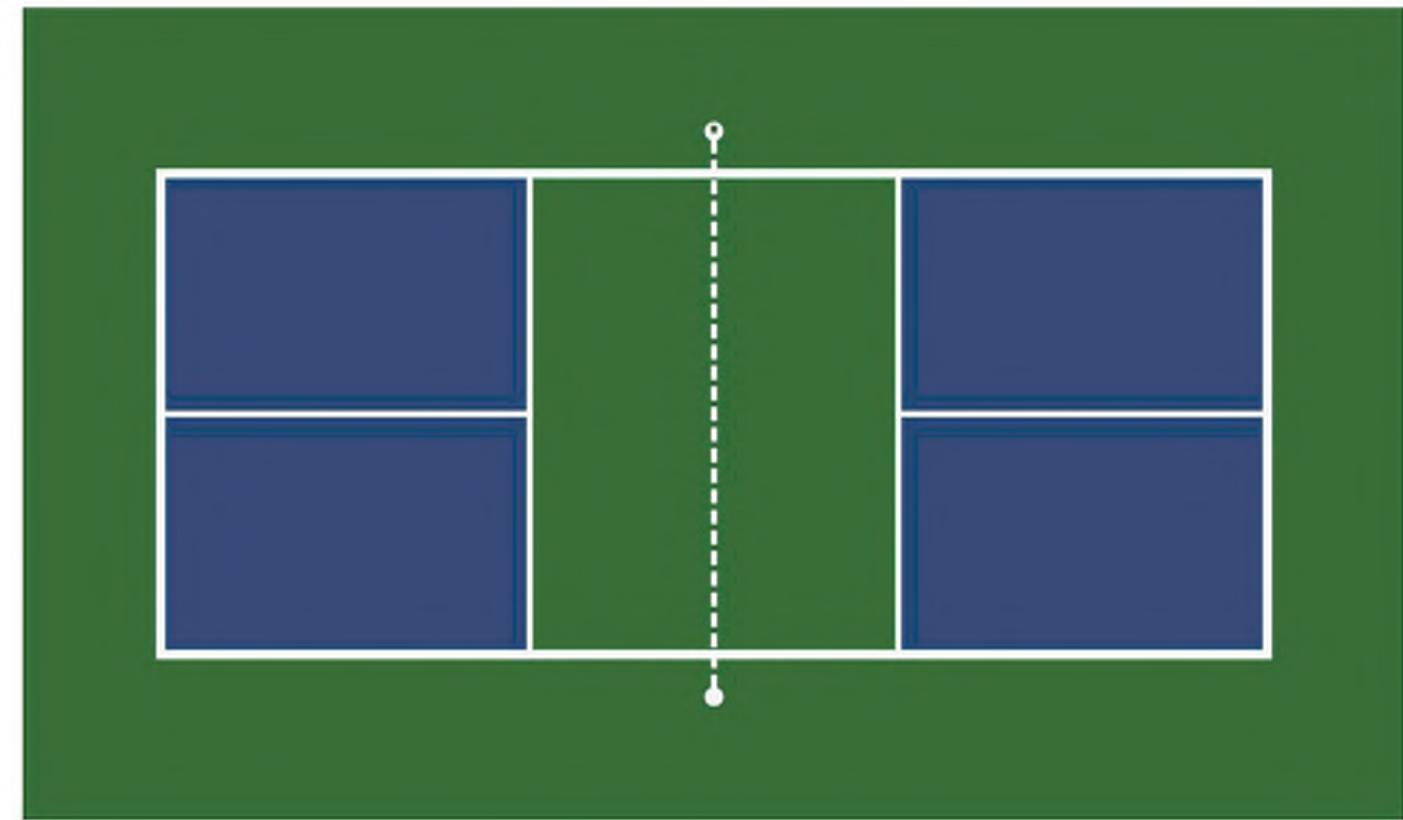
Cons:

- Less unique design elements, less natural in appearance. Off-the-shelf products which are more ubiquitous in playgrounds.

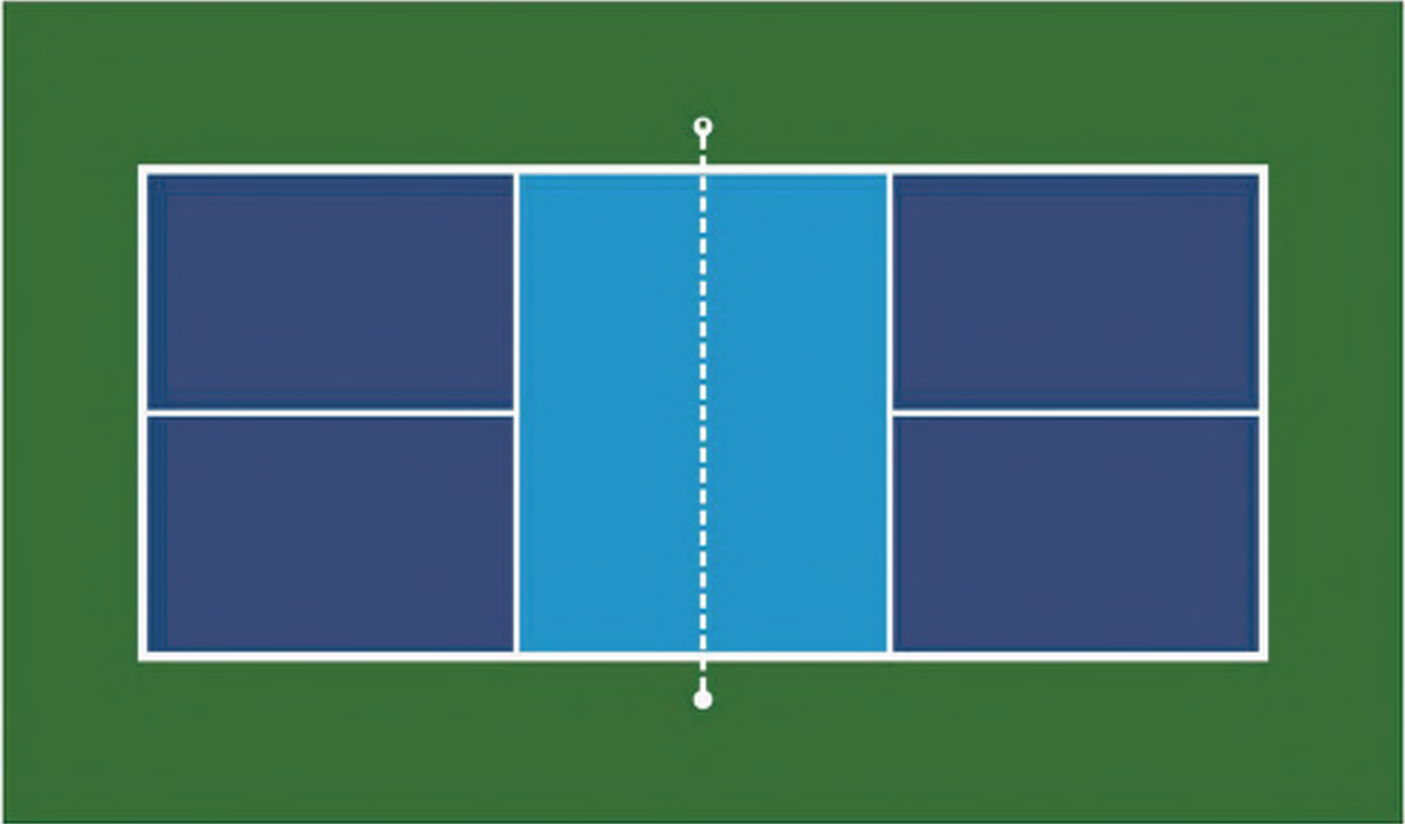


Pickleball Court Color Schemes

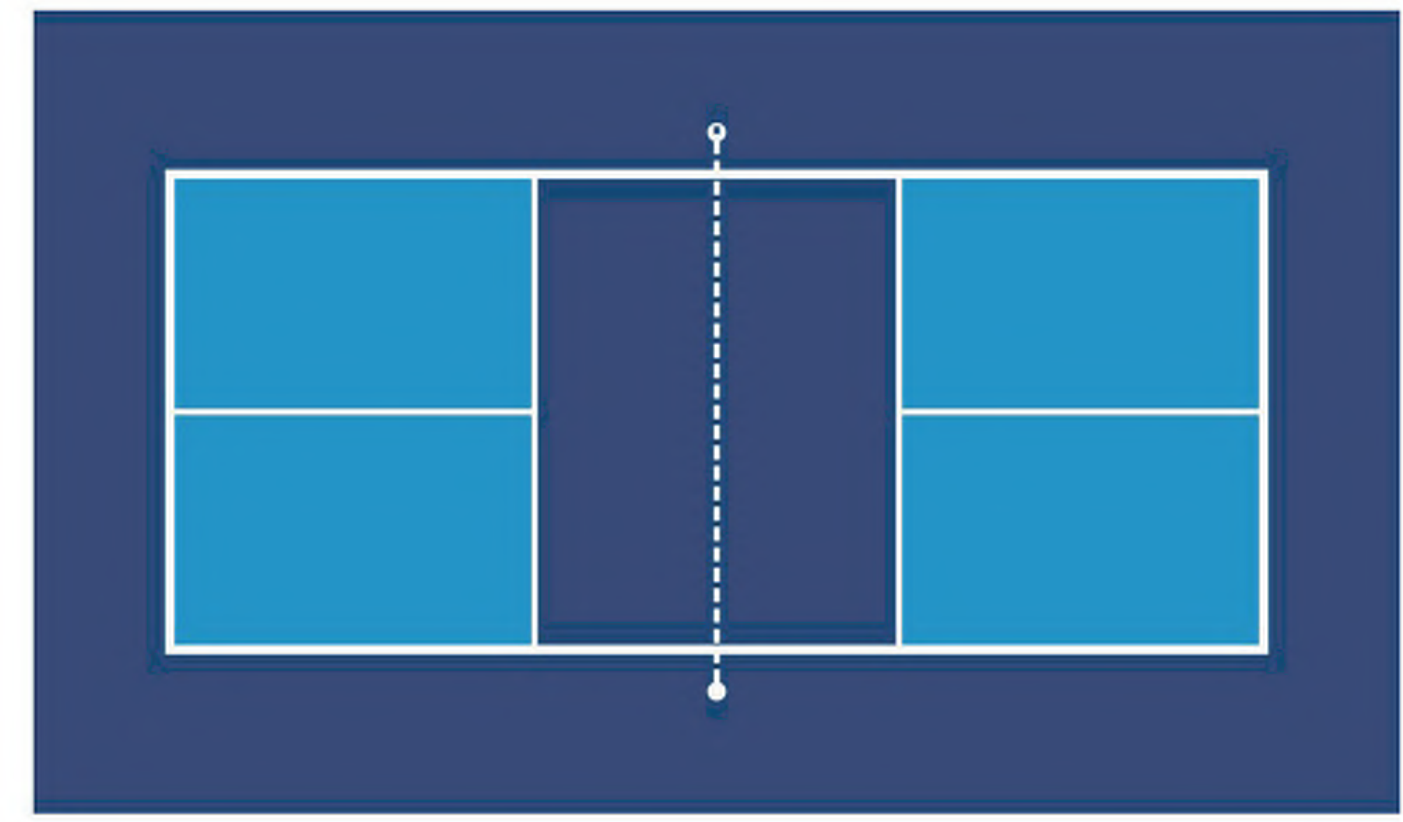
DESIGN



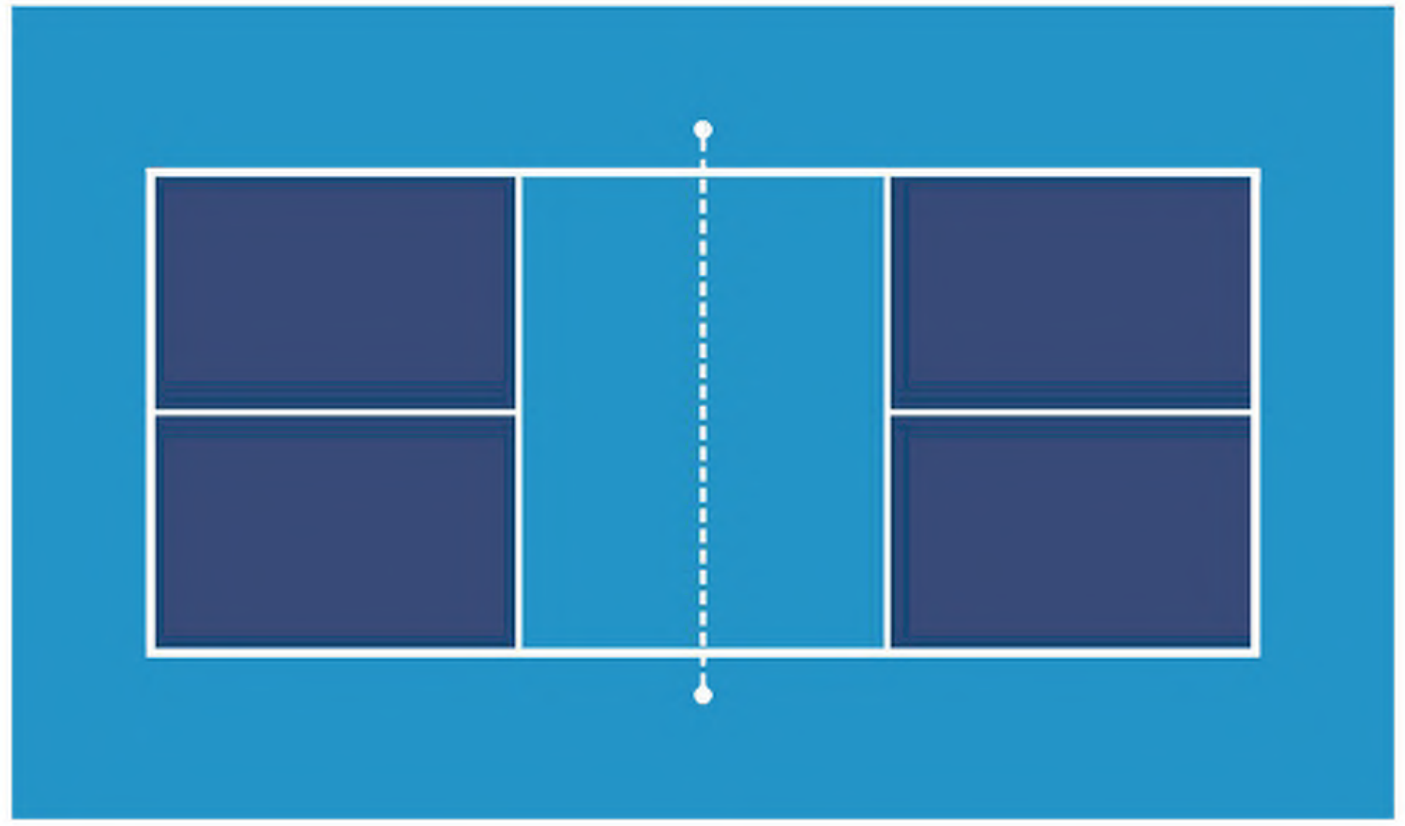
A Option A - Green Border, Blue Court, Green Non-Volley Zone



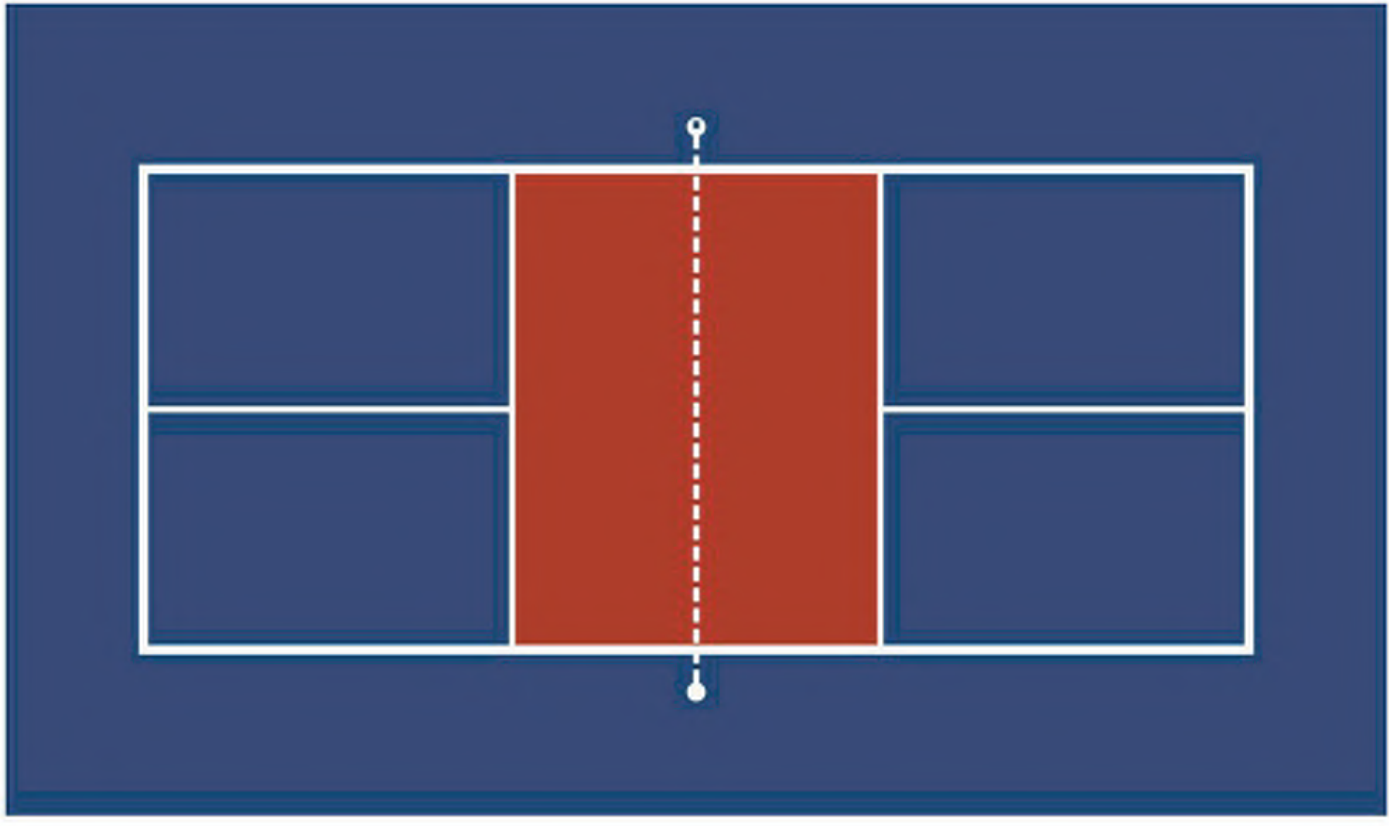
B Option B - Green Border, Blue Court, Light Blue Non-Volley Zone



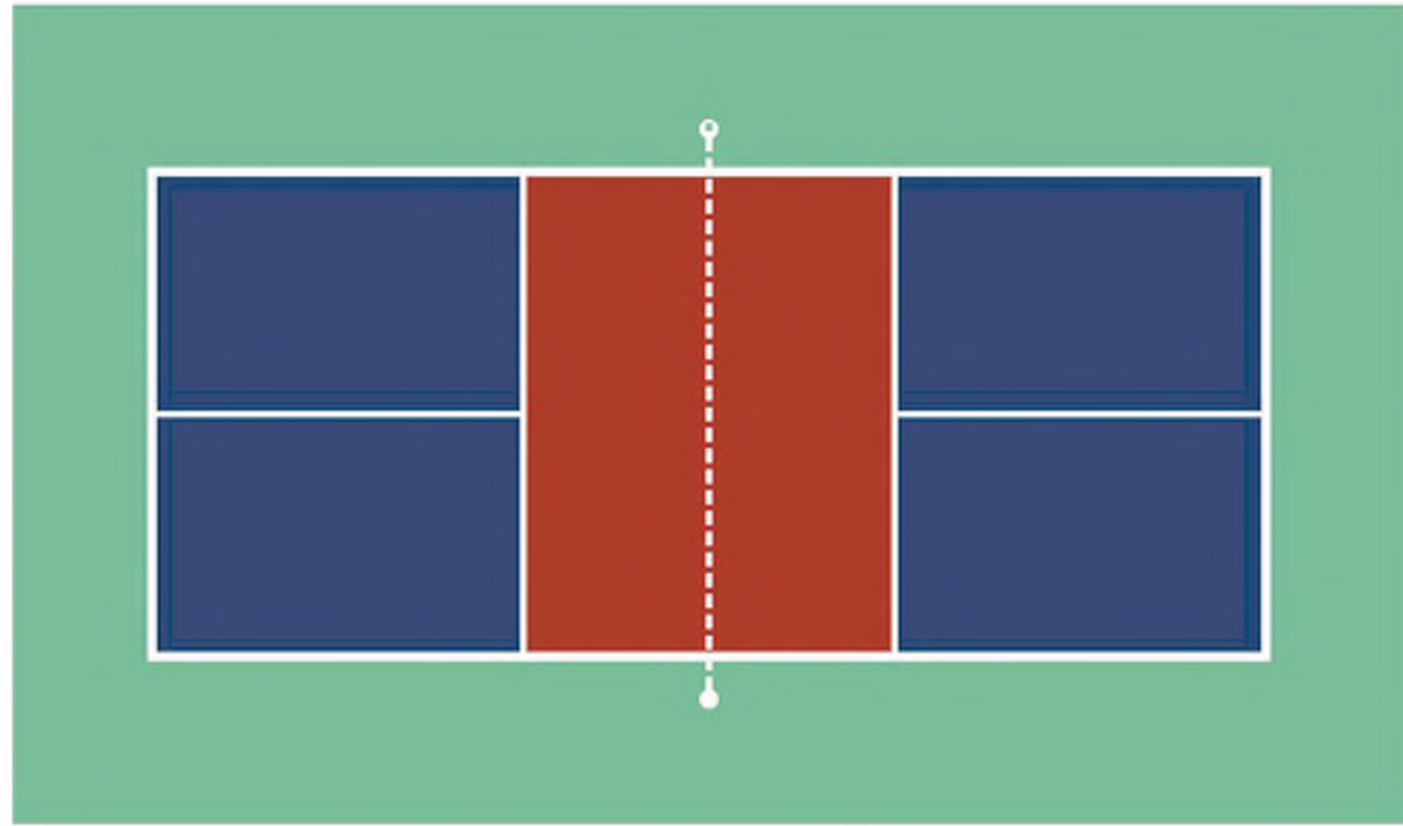
C Option C - Blue Border, Light Blue Court, Blue Non-Volley Zone



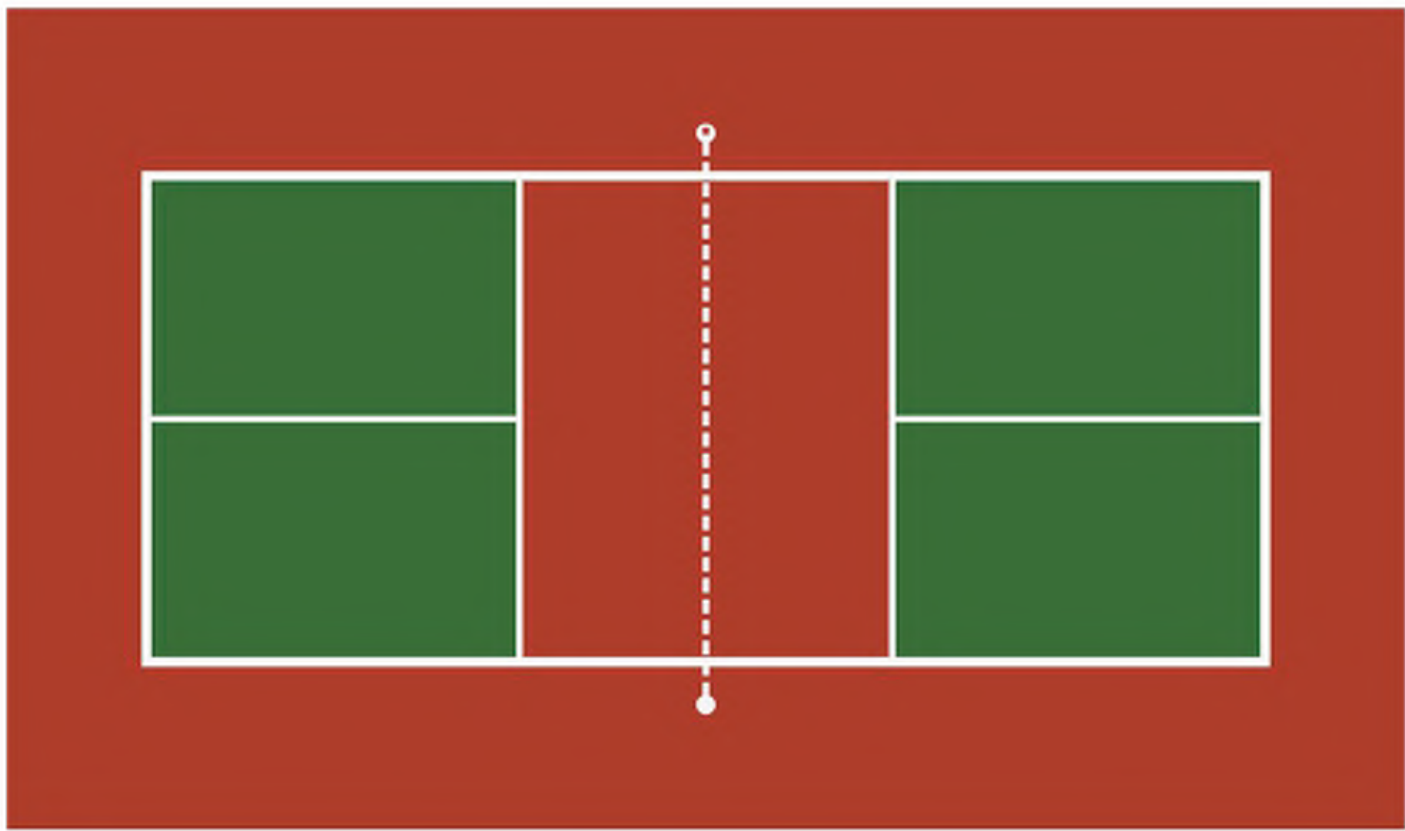
D Option D- Light Blue Border, Blue Court, Light Blue Non-Volley Zone



E Option E - Blue Border, Blue Court, Red Non-Volley Zone



F Option F - Classic Green Border, Blue Court, Red Non-Volley Zone



G Option G - Red Border, Green Court, Red Non-Volley Zone



Example Image (For Reference Only)



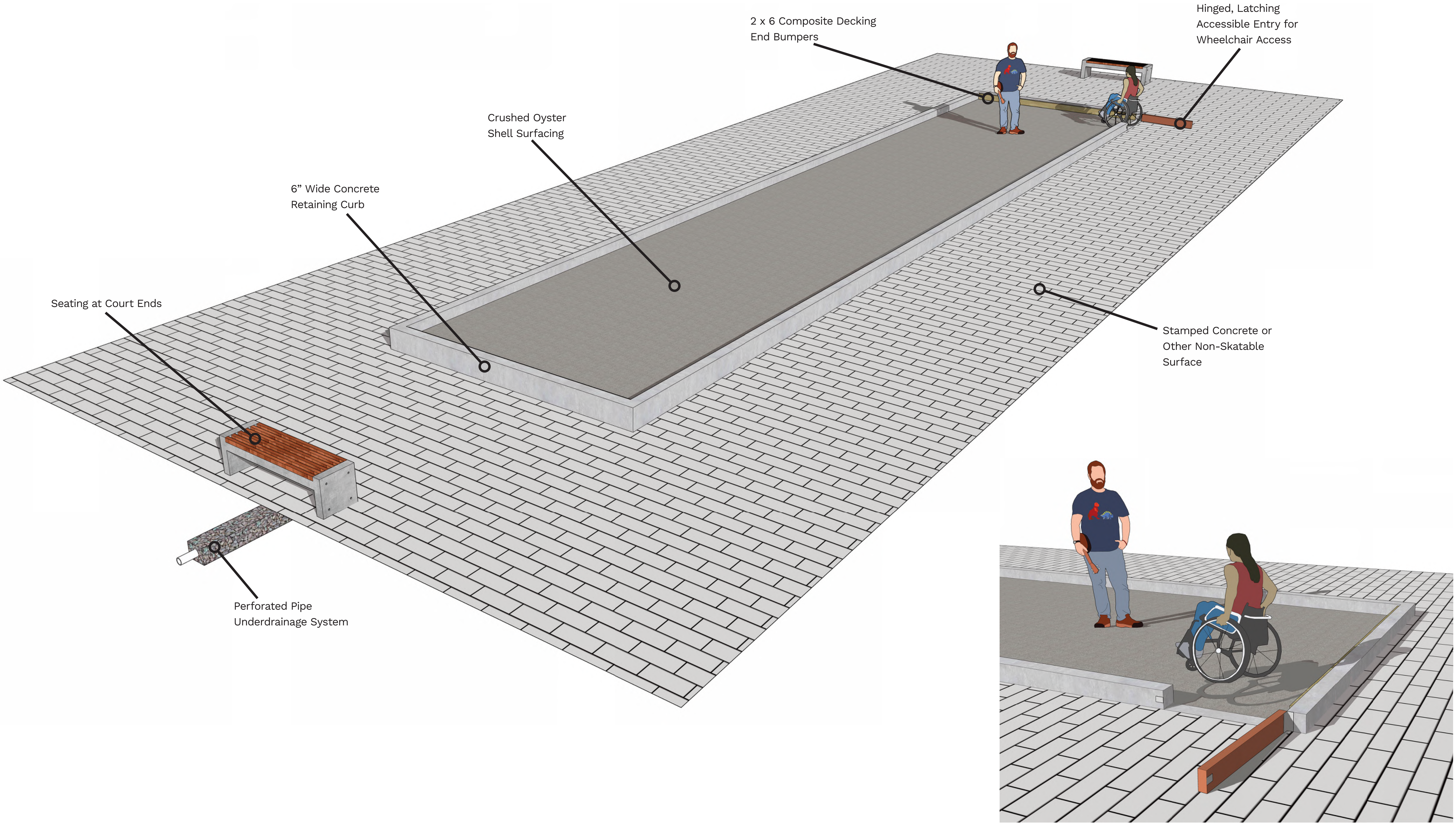
Example Image (For Reference Only)



Example Image (For Reference Only)

Bocce Ball Court

DESIGN



Performance Shelter

DESIGN CRITERIA AND OPTIONS



- **Cultural Context** – Acknowledges sense of place; maritime industry, influence of boats, proximity to waterfront
- **Modesty** – Per GH design guidelines, not complicated or overly detailed in design and/or construction technique
- **Structure** – Straightforward use of wood members to resist lateral forces (earthquake) and wind uplift loads
- **Scale** – Sized appropriately in relation to the park, audience and performers
- **Functional Flexibility** – Accommodates various performing arts and group sizes, has a “stage entry”
- **Site Integration** – Appears to be organically connected to the site

The following schematic options are subject to change with further refinement of the selected option and/or the integration of preferred elements from the remaining options.



1 Option 1 - Traditional aesthetic, bowed roof, tapered structure, standalone backdrop



2 Option 2 - Northwestern aesthetic, butterfly roof, blunt structure, corner walls



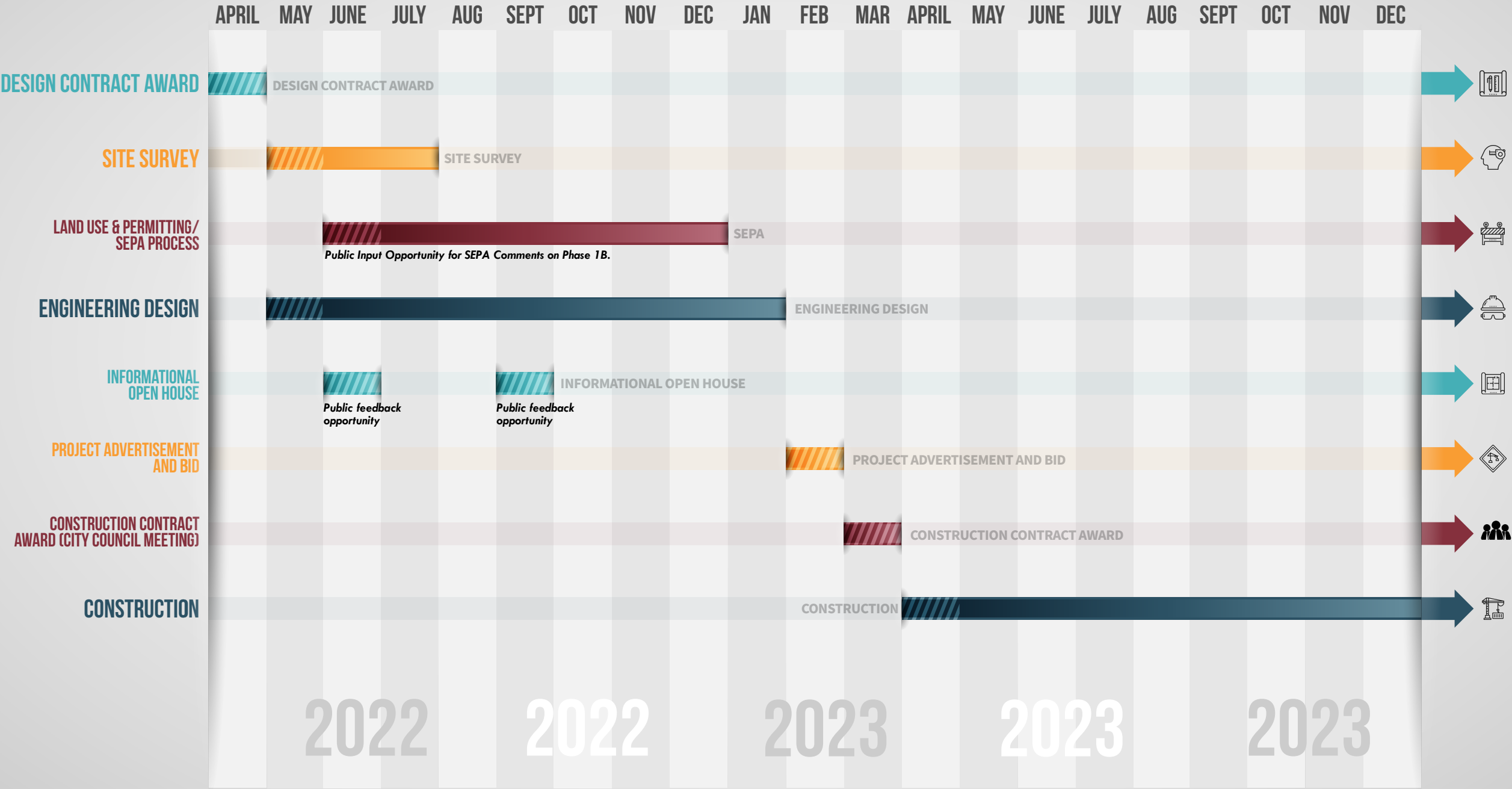
3 Option 3 - Modern aesthetic, shed roof, continuous structure, translucent shades



4 Option 4 - Sculptural aesthetic, overhang roof, mast-like structure, modulating surfaces

SPORTS COMPLEX PHASE 1B

P R O J E C T T I M E L I N E



PROJECT	PROJECT DESCRIPTION	STATUS UPDATE
Skansie Netshed Reroof and Repaint Project Budget: \$300,000 Fund: Parks Development Objective No.: 6	This project consists of design, permitting, and construction of minor repairs, siding repairs, repaint the exterior of the building, and re-roof the building.	- o The City approved a professional services contract with Helix Design Group on March 23, 2022. - o Consultant submitted 90% plans & technical specifications; city needs to decide resolution of risk related to structural loads - o City Staff submitted review comments of structural report to consultant
Gig Harbor Sports Complex Phase 1B - Design, Permitting, and Construction Project Budget: \$1,000,000 Fund: Parks Development (Federal Grant, RCO LWCF Grant, HBZ, Park Impact Fees) Objective No.: 1 Project No.: CPP-2007	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 in accordance with the 6-year CIP. 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 that we have today. The current project phase 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 and is funded in part with the City's previously awarded legislative grant and an RCO grant. Phase 1B requested funding from two RCO grants in 2020 and will proceed to YMCAs Phase 1A. The design and permitting effort for the project is scheduled to be completed in 2022 with construction beginning either at the end of 2022 or in early 2023.	- o City Council approved BCRA, Inc.'s professional services contract for design, permitting, and bid support on 03/28/22. - o A kick-off meeting was held with BCRA on 03/31/22. - o Site survey underway on 04/12/22. • Complete survey of Phase 1A and Phase 1B parcels. This is necessary to construct Phase 1B. • Comprehensive tree survey of all Sports Complex parcels. • Survey of all Sports Complex parcel lines to create a Binding Site Plan. - o The City hosted an informational open house on 05/07/22 for the entire Sports Complex project where Phase 1B was presented. - o Council conducted a Study Session on 05/26/22 to examine the status of the Sports Complex and to hear staff suggestions regarding next steps, particularly in light of public comment. - o An Open House is scheduled on 06/28/22 from 5:00 pm - 6:30 pm in the Civic Center Lobby to present options for facility design details. - o Presentation July 6th w/ Parks Commission - o July 14th Council Study Session
Community Paddler's Dock Project Budget: \$300,000 Fund: Parks Development (HBZ, Park Impact Fees, GHCKRT Donation, Gen. Fund) Objective No.: 5 Project No.: CPP-1824	Design, permit, and construct a new gangway and float system for use by human powered craft from the existing Jerkovich Pier.	- o All contract work on the project has been completed and a Certificate of Occupancy has been issued. - o Additional Foam billets have been installed by the Contractor and the contract is now moving forward to closeout. - o Signage will be considered for site interpretation/history, operations, and notices. - o Security fencing is going out to bid for fabrication as a separate project before the end of June as a Small Works project. Public Works Operations staff will install the fence after fabrication.
Austin Estuary Honoring Symbol 2021 Project Budget: \$75,000 (\$25,000 donations, \$50,000 Public Arts Capital Projects) Fund: Public Arts Capital Projects Objective No.: 1 Project No.: CPP-1926	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 Estuary Park to acknowledge the importance of the Tribe as the original residents of Gig Harbor. This project received funding in the 2019 and 2020 budget. Staff is working with the Puyallup Tribe of Indians, a citizen group, and directed by City Council. Honor Symbol, carved from a California Redwood by master carver Guy Capoeaman.	- o Staff is coordinating with the Tribe for the unveiling of the artwork. Dates for the unveiling ceremony are being coordinated between the Tribe and the City. Staff is tentatively looking at dates in July. - o The City's material testing contractor (MTC) was on-site the week of 6/6 to verify the site had met the required bearing capacity for the foundation. It was determined that it had not met the bearing capacity. City staff worked with MTC to determine a quick fix to keep the contractor, KPC, on schedule. - o The City's contractor (Key Peninsula Contracting) began construction on June 6, 2022. - o The City requested a modification to the base plate design that connects the artwork to the concrete foundation prior to fabrication of the plate. This modification will allow minor adjustments in the plumbness of the artwork but will extend the time the contractor has to complete their work. The modification was completed and is now at the galvanizer. - o Staff is coordinating with the artist for final work to be completed once it is mounted on the foundation. - o Staff will place the contract on hold while we wait for the base plate to be returned from the galvanizer.

PROJECT	PROJECT DESCRIPTION	STATUS UPDATE
Commercial Fishing Homeport Design/Permitting Project Budget: \$110,000 Fund: Parks Development Objective No.: 10 Project No.: CPP-2204	Design and permit for a new float system for the commercial fishing homeport at Ancich Park.	- o The City submitted an application for Port of Tacoma Local Economic Development Investment Funds on 02/25/2022. - o Beach mitigation has been identified throughout the Harbor as possible mitigation. City Staff has met with representatives from commercial fishing fleet on the 30% design and possible mitigation. The 60% design will address comments from the fleet representatives. - o 60% design was received from DCG on 05/27/22 and were distributed to stakeholders for discussion with Council and commercial fishing operators at the Study Session on 06/16/22. - o DCG submitted for City Planning Land Use permits on 05/17/22. - o DCG submitting for Federal permits 06/22. - o Project total costs are currently estimated at \$3,345,366.45, with the construction cost at \$2,525,259.40. - o <i>A PSC Amendment will be going to council for the increased cost in the electrical design.</i>
Eddon Boat Park - Brick House Remodel 2021 Project Budget: \$100,000 Fund: Parks Development Objective No.: 10 Project No.: CPP-1403	Remodel and rehabilitate the historic Eddon Residence.	- o Certificate of Occupancy is dependent on completion of the new parking stalls associated with the construction of the Harborview/Stinson intersection improvements. - o <i>A use agreement is under development between the City and Eddon Boat House, the subject of upcoming meetings ahead of opening the building to reservations by community groups.</i>

PARKS COMMISSION ANNUAL PROPOSED WORK PLAN 2022-2025

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

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

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

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

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

PARKS COMMISSION ANNUAL PROPOSED WORK PLAN 2022-2025

WORK PLAN ITEM	OBJECTIVE PER PARKS COMMISSION'S ROLE	CODE DUTY: PROS GOAL: GOAL: VALUE:	YEARS: 2022, 2023, 2024, 2025 Detail	PARKS COMMISSIONER PRIORITY RATINGS High-Med-Low
Park Evaluation	Data collection and application regarding demographics, user experience, etc. Use monitoring tool	Code A-F P#1,3,4	2022-2025	7-0-0 Council: Yes /No or More Discussion
0 Community Input, User Experience	Conduct outreach through commission meetings, surveys, interviews, QR Codes at parks, and through tours/meetups at parks		2022-2025	#-#-# Council: Yes /No or More Discussion
0 Use Monitoring Tool for Park Status	Utilize evaluation tool(s) designed for Commissioners, Council, staff, & users		2022-2025	#-#-# Council: Yes /No or More Discussion
0 Park Standards	Establish Park Standards that address park safety, desired outcomes, and instruct maintenance expectations		2023	#-#-# Council: Yes /No or More Discussion
Local Recreation Access Improvements	Ensure local recreation access in equitable manner	Codes A-F	2024-2025, Based on growth/CPlan	#-#-# Council: Yes /No or More Discussion
Capital Improvement Program of the PROS Plan	Investigate cost savings concepts for projects and implementation strategies ahead of biannual budget	Code C, D	2022-2025 Ahead of biannual budget	#-#-# Council: Yes /No or More Discussion
Parks Appreciation Day	Lead an annual, volunteer citywide parks cleanup each spring	Code E Value: Park Stewardship	2022-2025	#-#-# Council: Yes /No or More Discussion
Shoreline Access for Recreation	Investigate waterfront access for public and underserved populations, coordinate efforts with Shoreline Master Program in places like Old Ferry Landing	Code E Value: Equity in shoreline accessibility	2024 Comp Plan Update	#-#-# Council: Yes /No or More Discussion
PROS-Plan Based Work Items				

PARKS COMMISSION ANNUAL PROPOSED WORK PLAN 2022-2025

Natural	Develop a Conservation Strategy	P#2	2022-2025	#-#-#
Goal and Value Based Projects				
PROS/Plan Space/Opening and Management	Management Plan(s) review of plan with staff	Value: Comprehensive and efficient parks program awareness	2022-2025 Each Spring	More Discussion Council: Yes/No or More
Coordination of	Support efforts for urban	P#2	2022-2025	Discussion
Adopt-A-Park Protection, Enhancement, Sustainability	Expand Volunteer Program opportunities, and wildlife encourage corridors, including daylighting and culvert removals	Goal: Promote and encourage access to volunteer citizen groups systems	2022-2025 Annual Review	Council: Yes/No or More Discussion
Effort/Plan List	Assist with donation policy and programming,			#-#-#
O for Parks	Re-evaluate policies to Council Program in Parks,		2022-2023	#-#-#
Promote the Park Facilities	Ensure the park is complete inventory of existing park	Value: Public Recreation	2022-2025	Council: Yes/No or More Discussion
Coordinate PROS Plan and Gig on the Go and the ADA	Facilities for optimal public, access, Q, and maps to the sites throughout the city;	Opportunity and Park usability Connectivity	2022-2024	More Council: Yes/No or More Discussion
Trail Plan Reservation	Re-evaluate and improve ADA access, fees, access.	Recreation	2022-2023	#-#-#
O System Trail	Assist with regional coordination for Cushman		2022-2025	#-#-#
Old Expansion	Trail, Phase feasibility study	Value: Public	?	#-#-#
Proprietor Feasibility and Long-use Plan/Visioning	For a trail across property for which we include obtaining public use for new parks, and use to station	Access to Open Space Value: Highest and Best Use of	2022-2025	Council: Yes/No or More Discussion
Community Chum (fish) Hatchery preservation	Support GH Fishermen with the hatchery preservation coordinate with other hatcheries interpretative signage	Value: Park Space Habitat Support Value: Heritage Protection	2023 2022-2025	#-#-# Council: Yes/No or More Discussion
O Wilkson Barn Stabilization	Assist with Stabilization, Visioning, Planning for Wilkinson Barn		2023-2025	#-#-# Council: Yes/No or More Discussion

PARKS COMMISSION ANNUAL PROPOSED WORK PLAN 2022-2025

Commission Role as Public Forum for Park Projects				
Continuing Review of Funded Park Capital Projects at milestones:	Remain apprised of status and updates on capital projects occurring in city parks.	Value: Public Review and Participation	2022-2025	#-#-# Council: Yes/No or More Discussion
o Anich Park, Homeport	Received reports from the stakeholder reviews as well as staff efforts towards fundraising		2022-2025	#-#-# Council: Yes/No or More Discussion
o BMX/Bike Playground, Pump Track	Formulate a plan for BMX/bike interests in coordination of master park plan for Crescent Creek Park		2023	#-#-# Council: Yes/No or More Discussion
o Crescent Creek Visioning (incl. Masonic Lodge Study)	Complete a visioning and programming process that includes public input to develop a Master Plan for the park properties encompassing Crescent Creek Park and the associated public waters		2022-2023 2025: Anticipate Start of Phase 1 Improvements	#-#-# Council: Yes/No or More Discussion
o Cushman Trail, Phase 5	Participate in Feasibility Review of Phase 5, Prepare for project implementation with partners		2023 2024-2025	#-#-# Council: Yes/No or More Discussion
o Cushman Trail Spur to N. Harborview	Support a feasibility study for a spur that would connect Cushman trail to Harborview Drive near Austin Estuary		2024-2025	#-#-# Council: Yes/No or More Discussion
o Gig Harbor Sports Complex	Ensure the goals of the project are met, i.e. constant monitoring of master plan, strategic use of investment, and careful development of complex		2022-2025	#-#-# Council: Yes/No or More Discussion

PARKS COMMISSION ANNUAL PROPOSED WORK PLAN 2022-2025

O Harbor Hill Open Space	Work with local interests including planning an environmental sanctuary	2022-2023	#-#-# Council: Yes /No or More Discussion
O Shaw Park	Prepare for and conduct master planning for Shaw Park	2022: Coordinate with Harbor Hill 2025	#-#-# Council: Yes /No or More Discussion
O Wilkinson Farm Park Visioning	Facilitate a visioning process that includes public input for the properties encompassing Wilkinson Farm Park.	2023 2025: Anticipate Preservation Efforts	#-#-# Council: Yes /No or More Discussion