

**AGENDA**  
**GIG HARBOR CITY STUDY SESSION**  
**Thursday, July 14, 2022 – 2:00 p.m.**  
**Virtual Meeting**

*This meeting may be accessed through Zoom  
at <https://zoom.us/j/93216056382> or by calling (253) 215-8782 and entering  
Meeting ID 932 1605 6382.*

**CALL TO ORDER/ROLL CALL**

**DISCUSSION ITEMS**

**1. Sports Complex Phase 1B Update - Public Works Director  
Jeff Langhelm**

Documents:

[STAFF MEMO Sports Complex Phase 1B Update.pdf](#)

**2. Code Enforcement Program - Principal Planner Carl de  
Simas and Code Enforcement Officer Adam Blodgett**

Documents:

[STAFF MEMO Code Enforcement Program.pdf](#)

**3. Skansie Netshed Project – Proposed Structural Repairs -  
Public Works Director Jeff Langhelm**

Documents:

[STAFF MEMO Skansie Netshed Project - Proposed Structural  
Repairs.pdf](#)

**4. 2022 Active CIP Schedule Update - Public Works Director  
Jeff Langhelm**

Documents:

[2022 Active CIP Schedule.pdf](#)

**ADJOURN**

**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](mailto:cityclerk@gigharborwa.gov) or (253) 853-7613 at least 24 hours prior to the meeting.





PUBLIC WORKS DEPARTMENT

**MEMORANDUM**

TO: Mayor and City Council

FROM: Jeff Langhelm, PE, Public Works Director

DATE: July 7, 2022

SUBJECT: Sports Complex Phase 1B Update

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Since the City initiated a professional services contract in March 2022 with BCRA associated with the Sports Complex Phase 1B project, City Staff and BCRA have proceeded with this design and permitting work. 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. See the attached presentation boards used at the June 28 open house for your reference

At the July 6 Parks Commission Meeting Staff presented as a discussion item to review the project design elements, review the project schedule, and receive input from the Parks Commission.

At Council's July 14 Study Session Staff will review these same items, summarize the input Staff has received so far on these items, then request direction from Council 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.

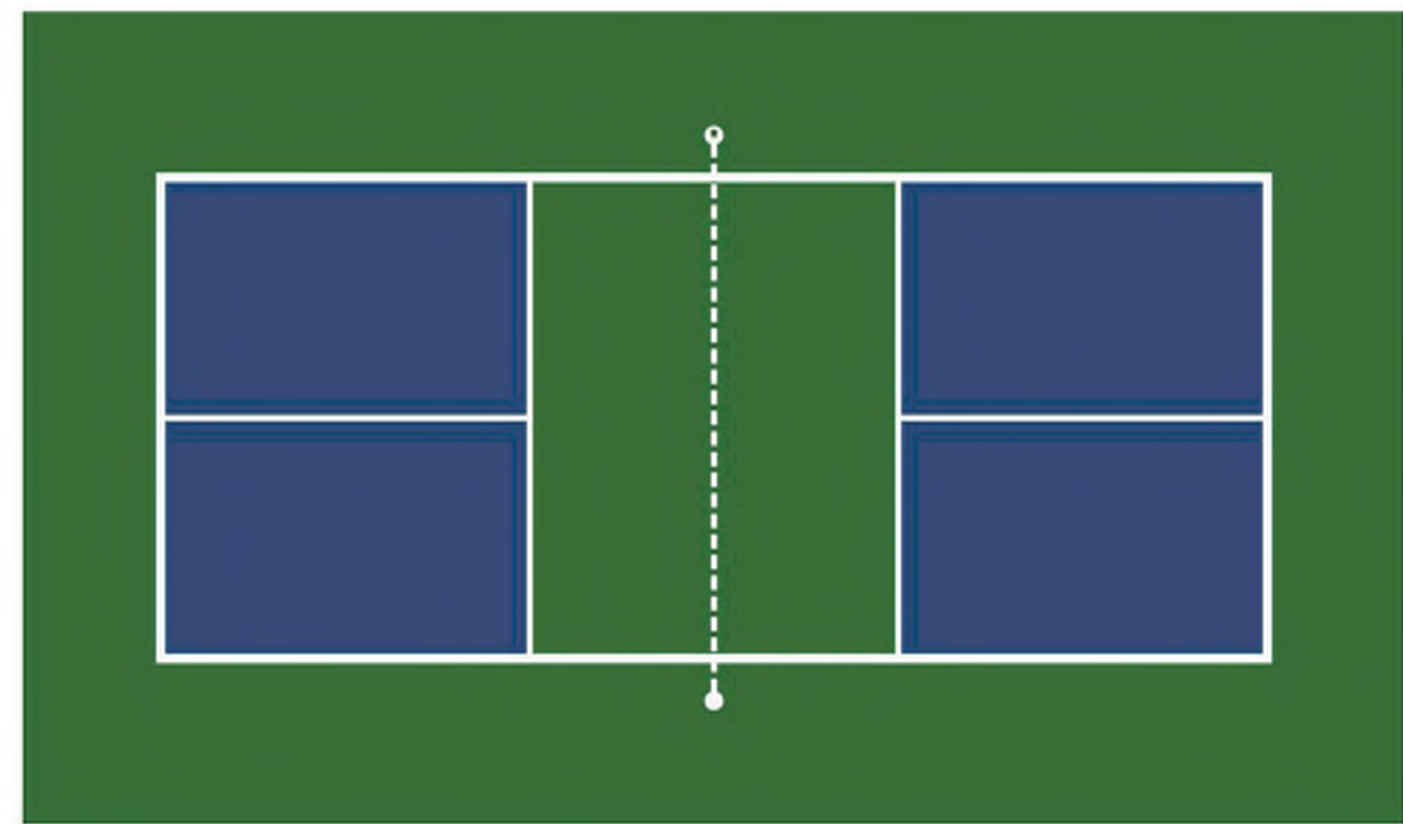
**Cons:**

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

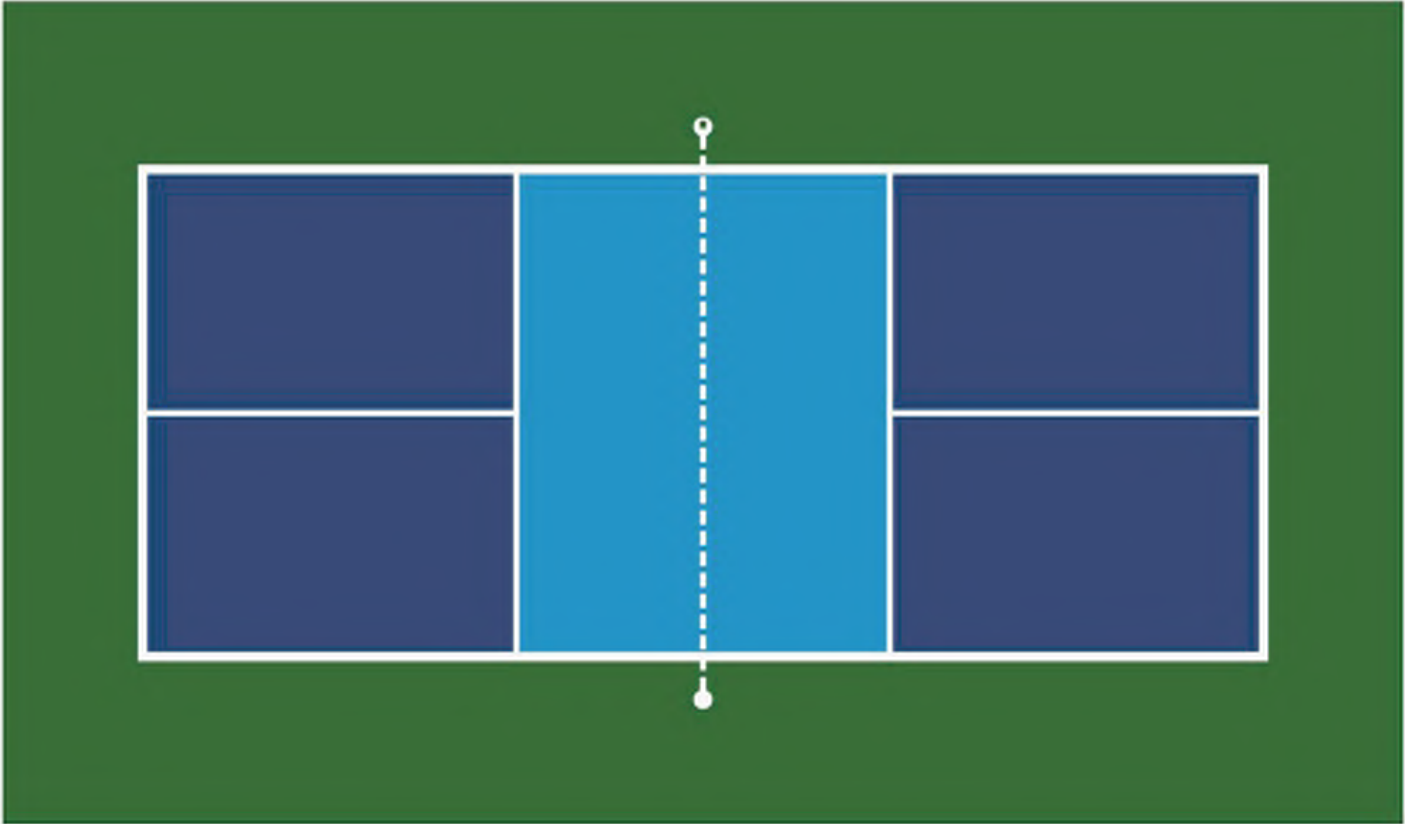


# Pickleball Court Color Schemes

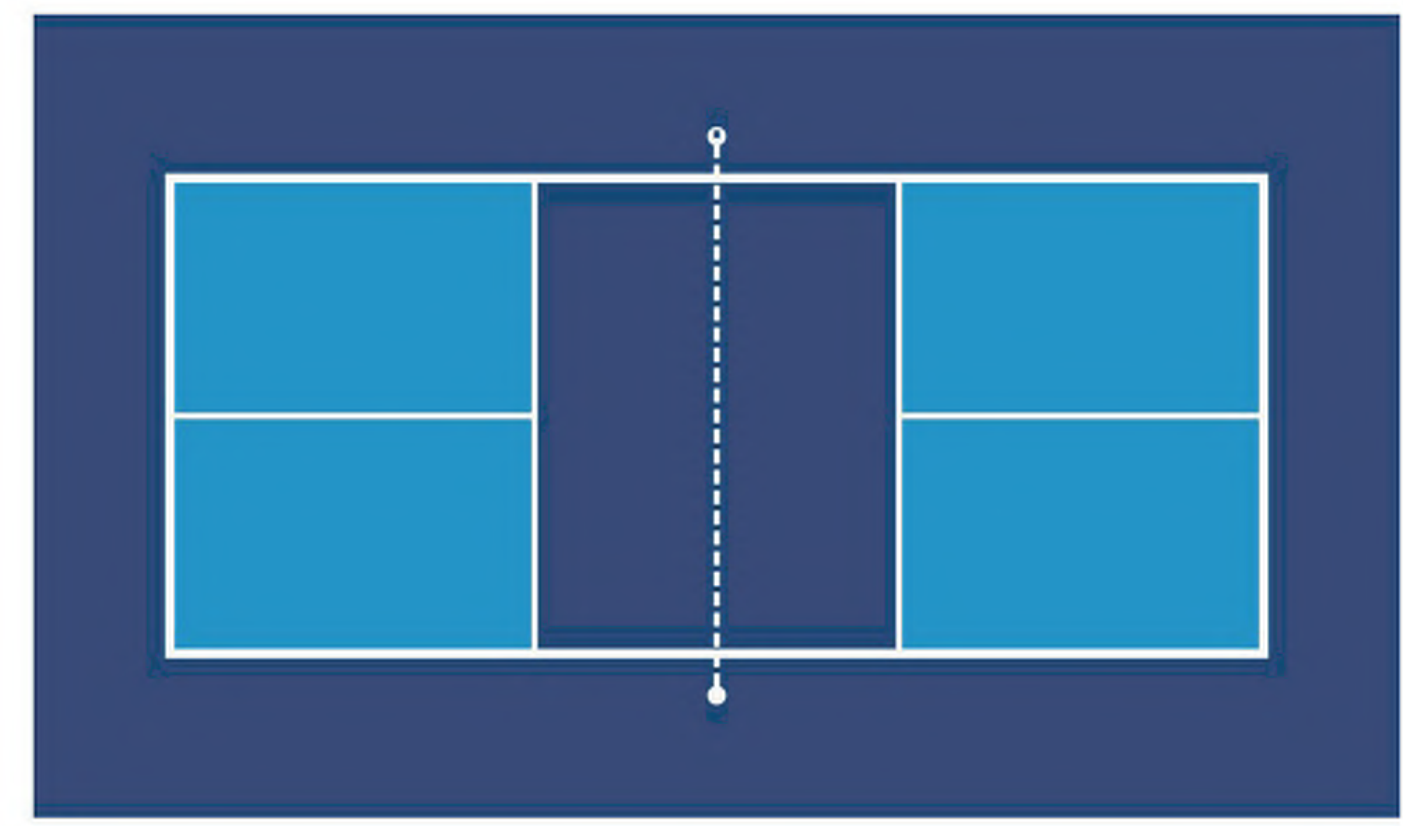
DESIGN



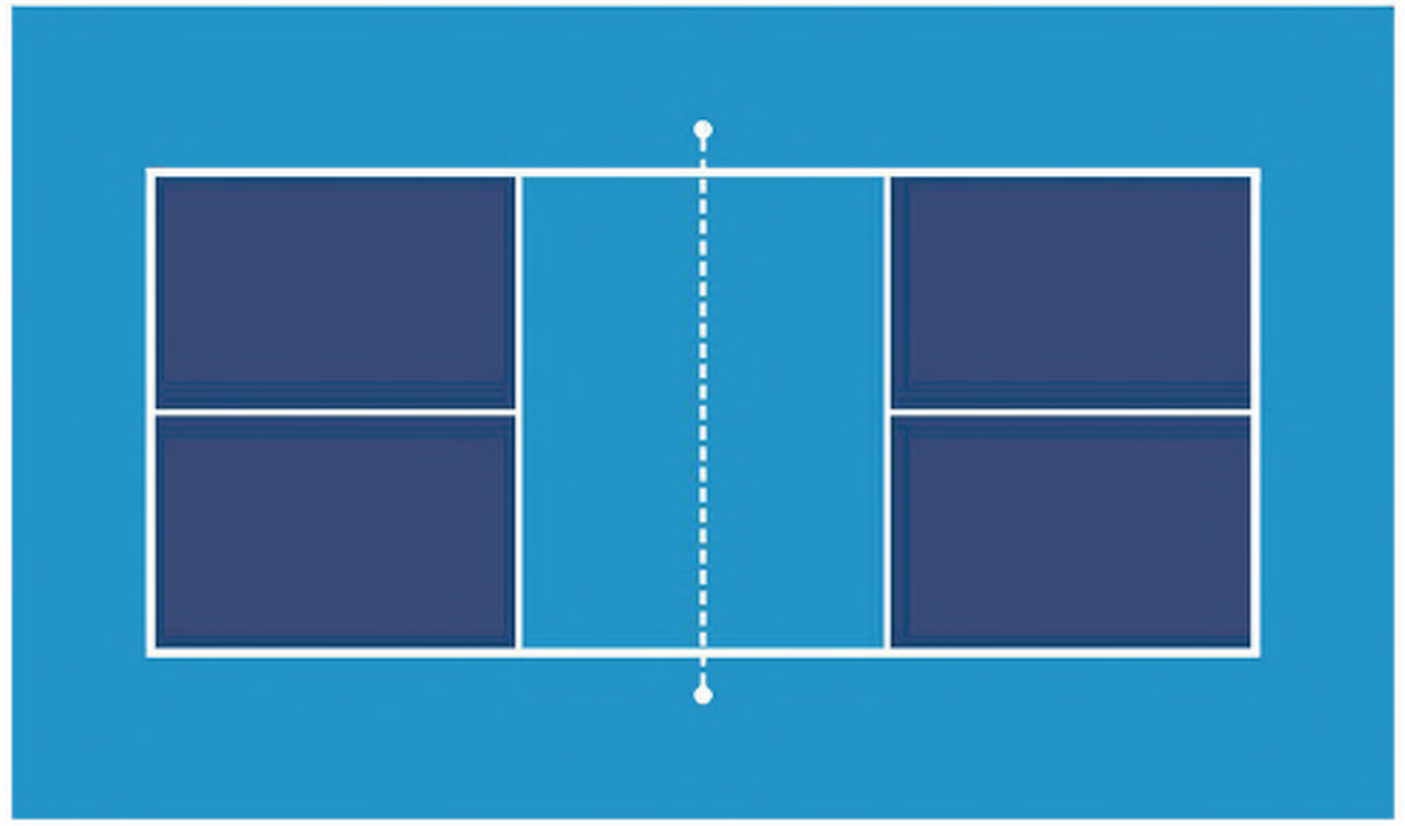
**A** Option A - Green Border, Blue Court, Green Non-Volley Zone



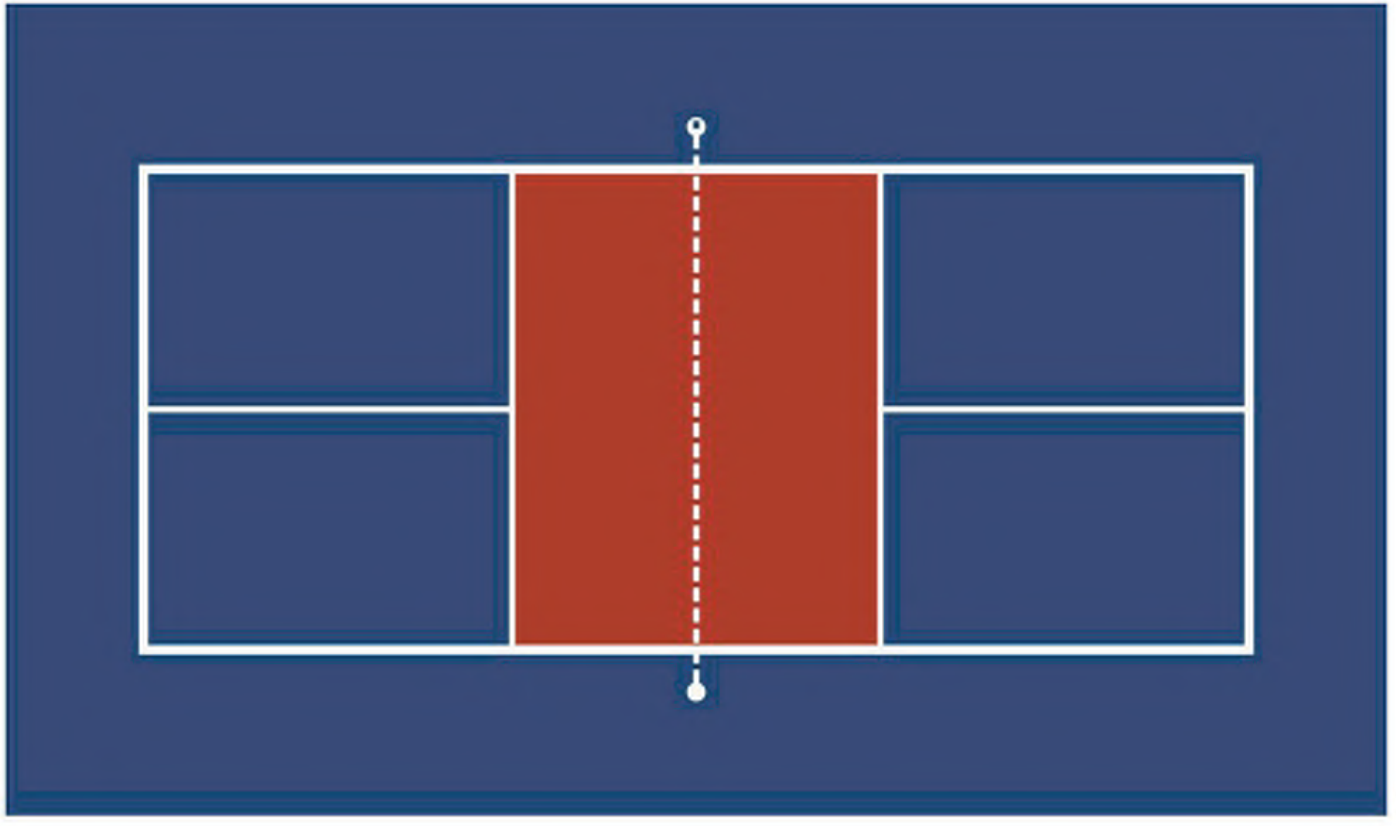
**B** Option B - Green Border, Blue Court, Light Blue Non-Volley Zone



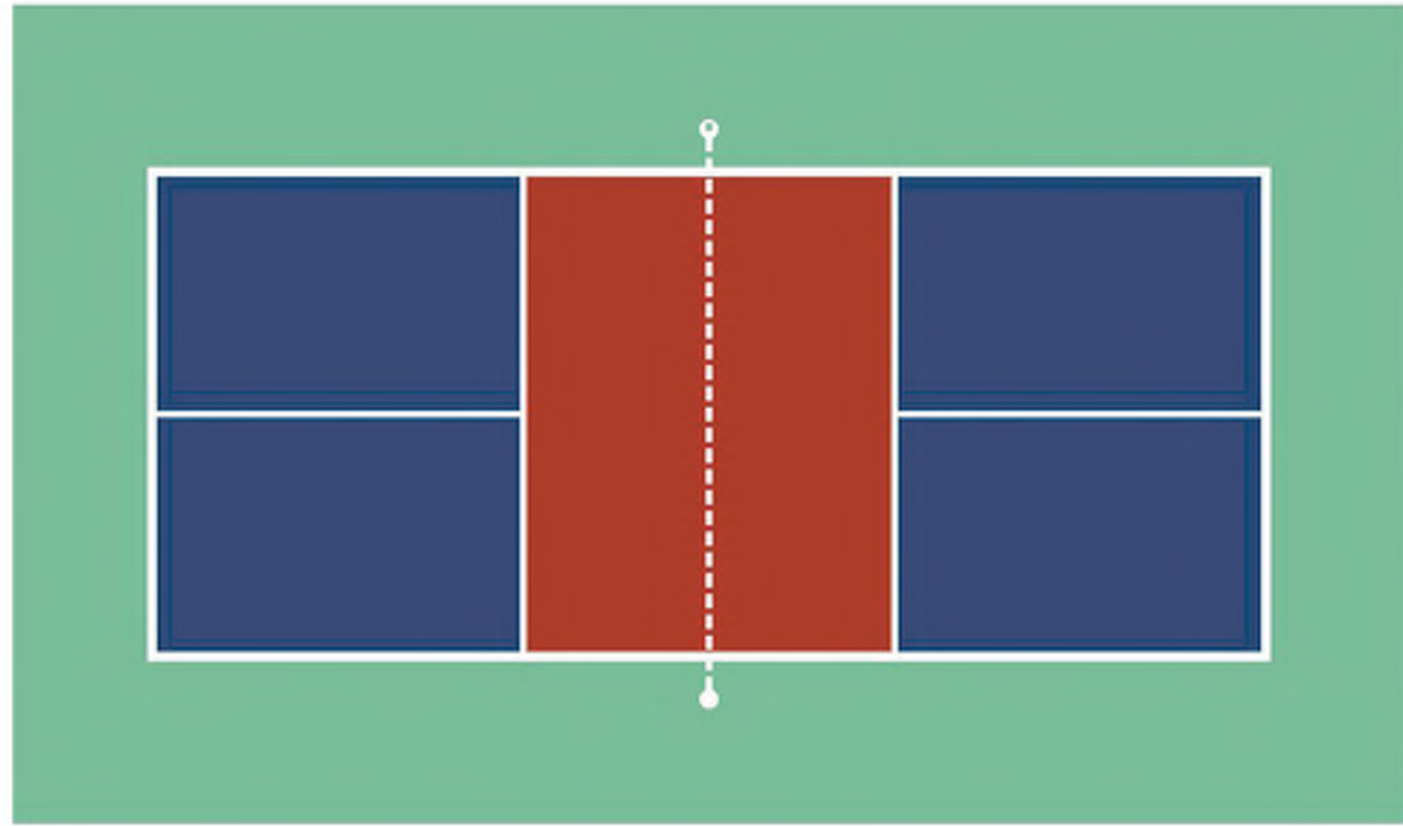
**C** Option C - Blue Border, Light Blue Court, Blue Non-Volley Zone



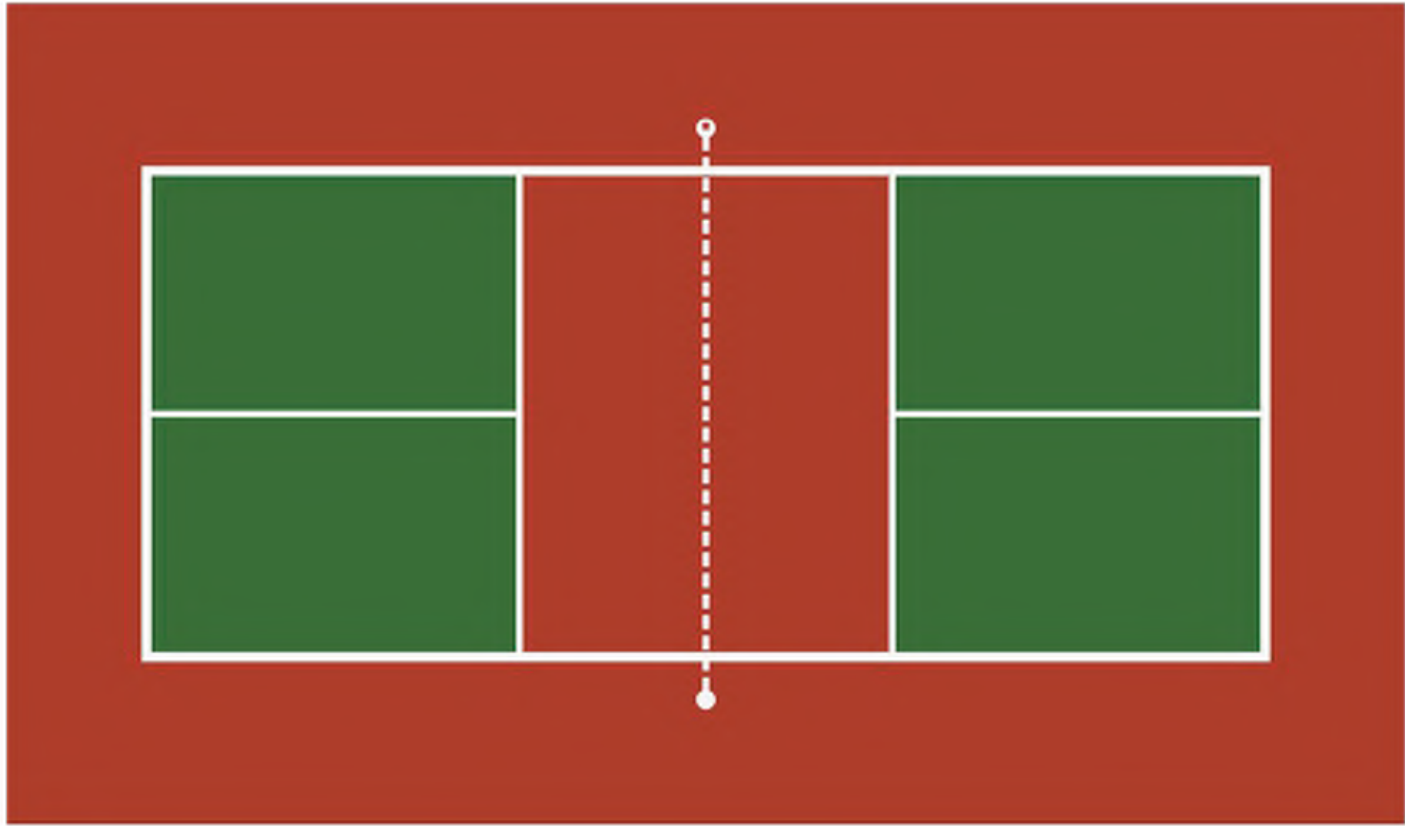
**D** Option D- Light Blue Border, Blue Court, Light Blue Non-Volley Zone



**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)



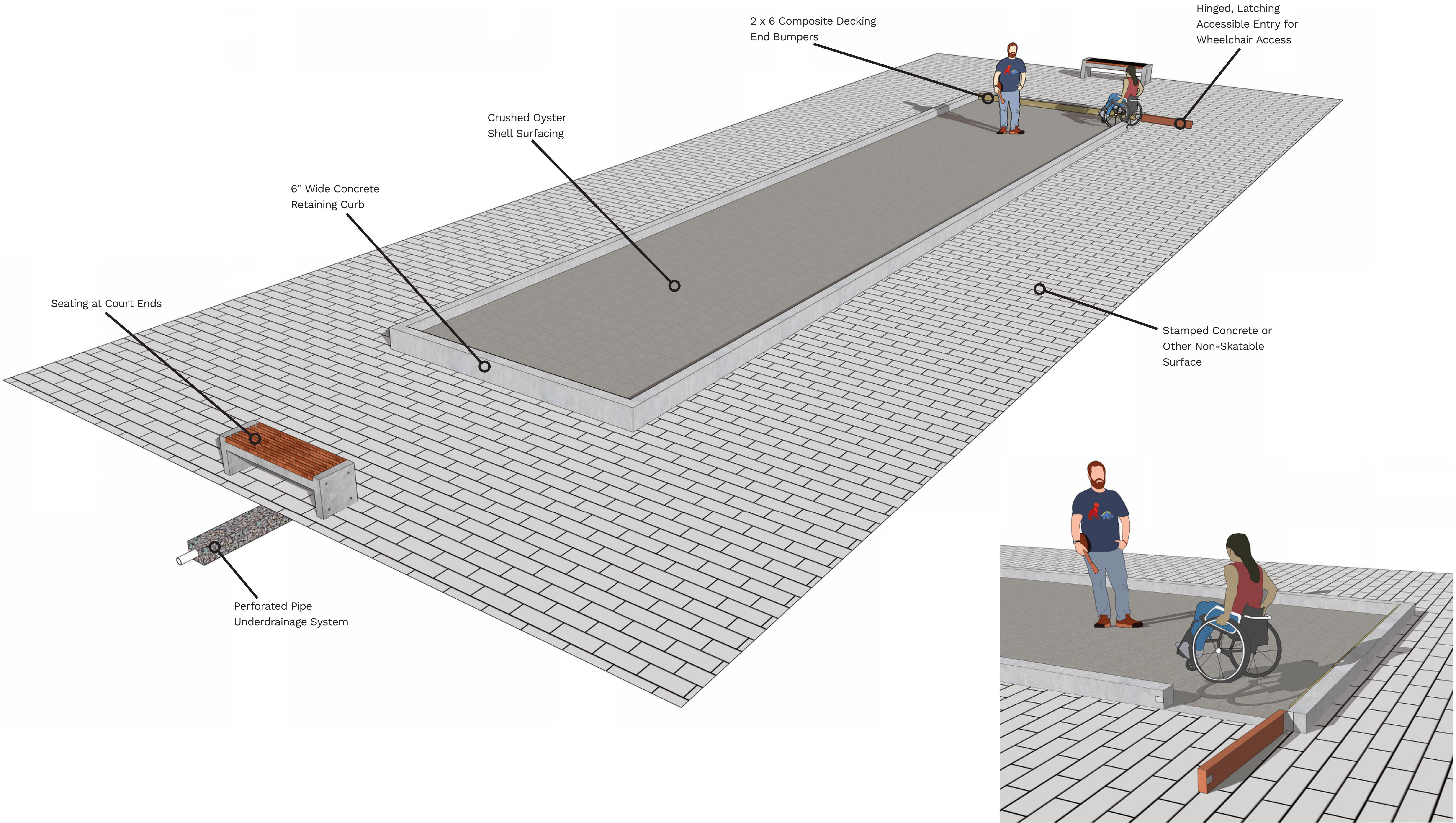
Example Image (For Reference Only)



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



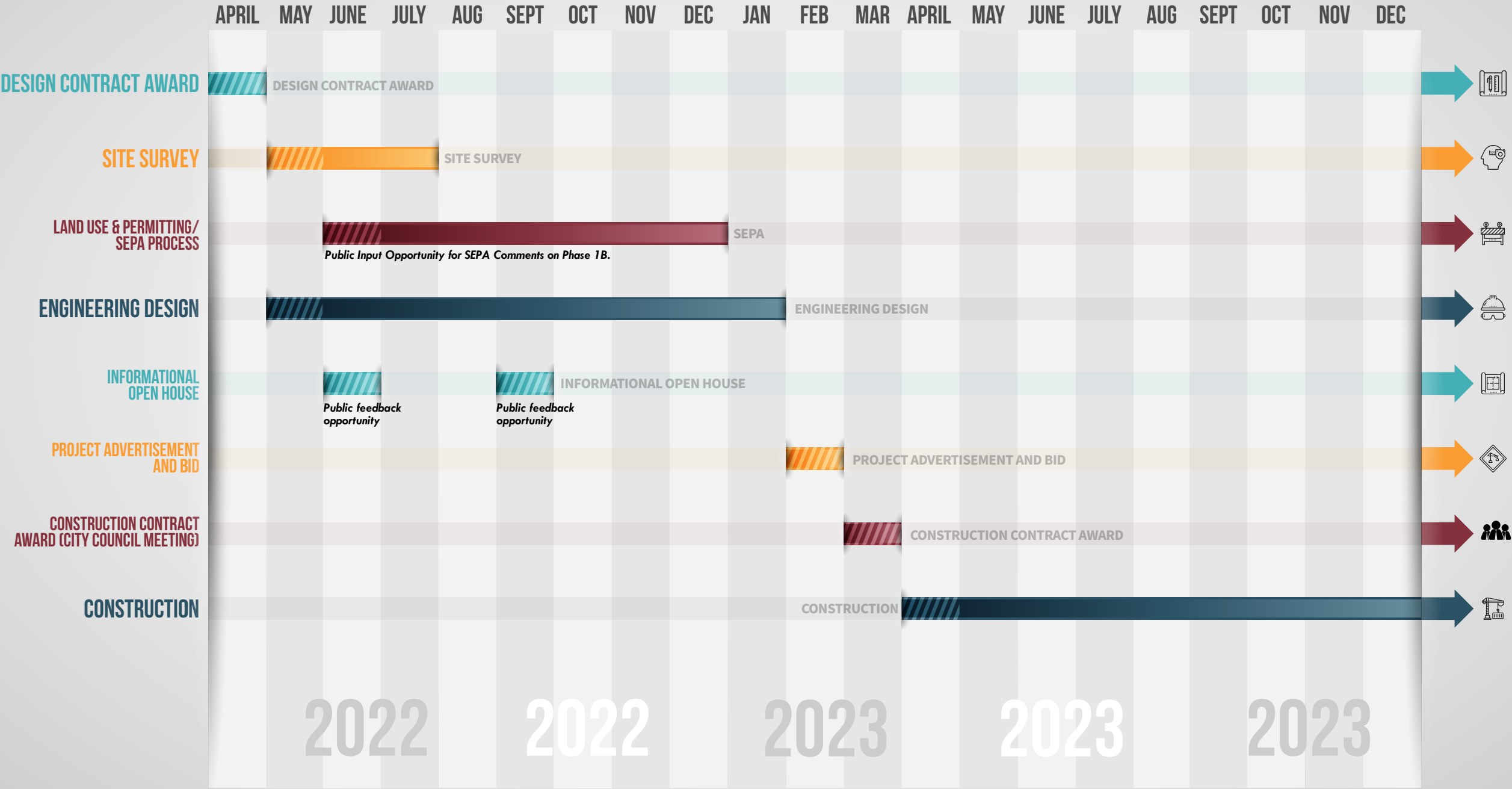
3 Option 3 - Modern aesthetic, shed roof, continuous structure, translucent shades



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





## Memorandum

TO: City Council and Mayor Markley

FROM: Adam Blodgett, Code Enforcement Officer

SUBJECT: Code Enforcement Program

DATE: July 14, 2022

In light of recent staffing changes involving the Gig Harbor Police Department and the Community Development Department's Code Enforcement Division, the City Council has requested a report of the current Code Enforcement program.

The goal of code enforcement is the prevention, detection, investigation, and enforcement of violations of statutes or ordinances regulating public health, safety, and welfare. While this goal is common among most jurisdictions, decisions regarding policy priorities, procedures and resource allocation reflect visions that are unique to each community.

The purpose of this report is to present an overview of the historical approach to code enforcement in Gig Harbor, discuss the current operation, compare policy approaches with other jurisdictions and consider whether the goals of the community are being served.

### **Background**

In 2015, an agreement between the Police Department and the Community Development Department (formerly the Planning Department) authorized the Community Service Officer position to devote one day a week to assisting planners with code enforcement. Over the past several years, the demands of the position have increased significantly as violations

encompassing each division (Planning, Building, Engineering) were directed toward the code enforcement officer.

### **Current Program**

The code enforcement officer is responsible for evaluating private properties and public grounds against local codes, answering citizen questions about the codes and issuing notices of violation if complaints are determined to be valid. The attached flowchart (Exhibit A) provides a very generalized view of how the program operates currently. The program serves each division and the code officer is tasked with responding to a wide variety of complaints, from unsafe structures and environmental degradation to public nuisances such as improper sign placement and overheight fences.

The code enforcement officer acts primarily in response to citizen complaints, however can take proactive action when situations present imminent health and safety threats or significant environmental damage. Because of the time and expense involved in investigating and pursuing resolution for such a wide variety of violations, the goal of the program is to encourage both residential and commercial property owners to voluntarily resolve code violations on their property. The Gig Harbor Municipal Codes (Exhibit B) authorize the use of civil penalties and increased permit fees as a disincentive to violations, however the staff time and collaboration between city departments required, has tended to deter the consistent use of these measures.

### **Common Violations**

While violations can and do occur that affect nearly every part of the city's code, the most common complaints most often fall into the category of public nuisance. These violations commonly result from friction between neighbors and can range from visual blight (tall grass, inoperable vehicles) to noise associated with commercial businesses. The attached pie chart (Exhibit C) provides a broad illustration of the breakdown of violation types.

### **Potential Program Improvements**

As the program has evolved, staff has observed that much of the process is often cumbersome and often does not result in efficient resolution. Enforcement is treated differently in various code provisions, depending on the type of violation. While there is merit to differentiating violations concerning public safety from general nuisance violations, the path to resolution can be confusing for both the property owners and city staff.

The permit software platform, in its current configuration, does not lend itself easily to use by our code enforcement staff. Modifications may be necessary to allow better tracking of the lifespan of a violation and adherence to compliance deadlines.

A more robust civil penalty structure, which mirrors that used by other jurisdictions, may help to further dissuade property owners from disregarding code requirements resulting in more common violations such as illegal tree removal or dumping of refuse.

Further refinements in prioritizing and streamlining the program, from receipt of complaints to methods of gaining compliance are appropriate.

## **Conclusion**

Staff's intent in providing this overview, was to paint a very broad picture of what our current code compliance program is, how it currently operates, and how it might improve as we move from a part-time to a full-time officer. We hope we have covered most of the information that Councilmembers were seeking, but we are ready to answer any questions you might have. Also, we are hopeful that Council might provide staff with some direction if there are more specific items that you have questions or concerns about with regard to the program.

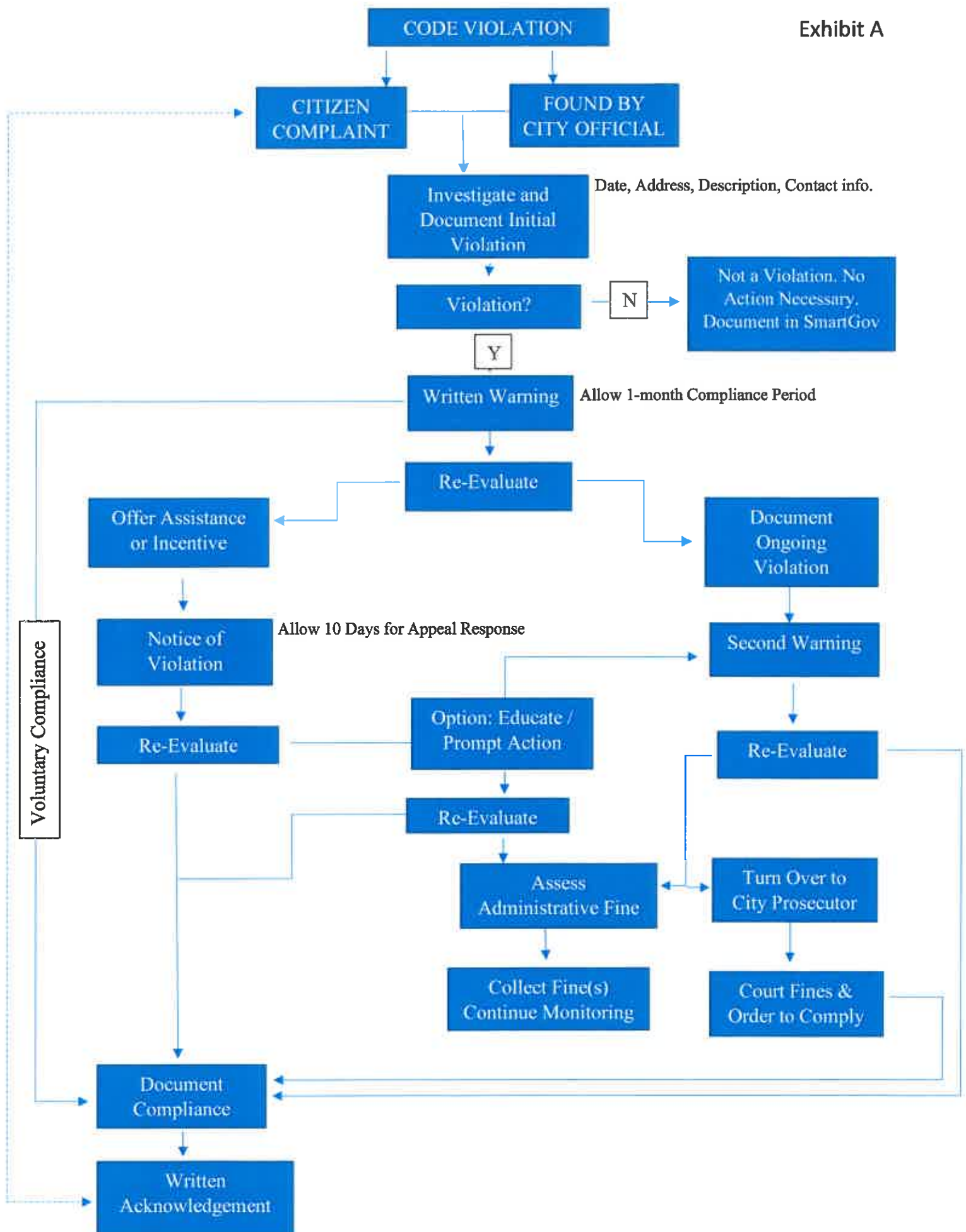
Thank you

Exhibits:

Exhibit A: Enforcement Flowchart

Exhibit B: GHMC Titles 12 and 19

Exhibit C: Violation Categories



## **Chapter 12.17 ENFORCEMENT**

### **12.17.002 Violations.**

A. It is a violation of GHMC Titles 12, 13 and/or 14 for any person to initiate, maintain or cause to be initiated or maintained the use of any structure, land or property within the city of Gig Harbor without first obtaining the permits or authorizations required for the use by the aforementioned codes.

B. It is a violation of GHMC Titles 12, 13 and/or 14 for any person to use, construct, locate, demolish or cause to be used, constructed, located, or demolished any structure, land or property within the city of Gig Harbor in any manner that is not permitted by the terms of any permit or authorization issued pursuant to the aforementioned codes; provided, that the terms or conditions are explicitly stated on the permit or the approved plans.

C. In addition to the above, it is a violation of GHMC Titles 12, 13 and/or 14 to:

1. Remove or deface any sign, notice, complaint or order required by or posted in accordance with the aforementioned codes;
2. Misrepresent any material fact in any application, plans or other information submitted to obtain any building or construction authorization;
3. Fail to comply with any of the requirements of or violate any of the provisions of GHMC Titles 12, 13 and/or 14. (Ord. 870 § 1, 2001).

### **12.17.004 Enforcement.**

A. The public works director has the authority to enforce this chapter and GHMC Titles 12, 13 and/or 14. The public works director may call upon the police, fire, building, planning or other appropriate city departments to assist in enforcement. As used in this chapter, "public works director" shall also mean his or her duly authorized representative.

B. Upon presentation of proper credentials, the public works director may, with the consent of the owner or occupier of a building or premises, or pursuant to a lawfully issued inspection warrant, enter at reasonable times any building, facility, street, premises or right-of-way subject to the consent or warrant, in order to perform the duties imposed by GHMC Titles 12, 13 and/or 14.

C. This chapter shall be enforced for the benefit of the health, safety and welfare of the general public, and not for the benefit of any particular person or class of persons.

D It is the intent of this chapter to place the obligation of complying with its requirements upon the owner, occupier or other person responsible for the condition of the land and buildings within the scope of GHMC Titles 12, 13 and/or 14.

E. No provision of or any term used in this chapter is intended to impose any duty upon the city or any of its officers or employees which would subject them to damages in a civil action. (Ord. 870 § 1, 2001).

### **12.17.006 Investigation and notice of violation.**

A. Investigation. The public works director shall investigate any structure, activity, facility, street or use which the public works director reasonably believes does not comply with the standards and requirements of GHMC Titles 12, 13 and/or 14.

B. Notice of Violation. If after investigation the public works director determines that the standards or requirements of GHMC Titles 12, 13 and/or 14 have been violated, the public works director shall serve a notice of violation upon the owner, tenant or other person responsible for the condition. The notice of violation shall contain the following information:

1. A separate statement of each standard, code provision or requirement violated;
2. What corrective action, if any, is necessary to comply with the standards, code provision or requirements;
3. A reasonable time for compliance;
4. A statement that if the violation is not already subject to criminal prosecution, any subsequent violations may result in criminal prosecution as provided in GHMC 12.17.018.

C. Service. The notice shall be served on the owner, tenant or other person responsible for the condition by personal service, registered mail, or certified mail with return receipt requested, addressed to the last known address of such person. If, after a reasonable search and reasonable efforts are made to obtain service, the whereabouts of the person(s) is unknown or service cannot be accomplished and the planning director makes an affidavit to that effect, then service of the notice upon such person(s) may be made by:

1. Publishing the notice once each week for two consecutive weeks in the city's official newspaper; and

2. Mailing a copy of the notice to each person named on the notice of violation by first class mail to the last known address if known, or if unknown, to the address of the property involved in the proceedings.

D. Posting. A copy of the notice shall be posted at a conspicuous place on the property, unless posting the notice is not physically possible.

E. Other Actions May Be Taken. Nothing in this chapter shall be deemed to limit or preclude any action or proceeding pursuant to GHMC 12.17.010, 12.17.012, 12.17.016, 12.17.018, or 12.17.020.

F. Optional Notice to Others. The public works director may mail, or cause to be delivered to all residential and/or nonresidential rental units in the structure or post at a conspicuous place on the property, a notice which informs each recipient or resident about the notice of violation, stop work order or emergency order and the applicable requirements and procedures.

G. Amendment. A notice or order may be amended at any time in order to:

1. Correct clerical errors; or
2. Cite additional authority for a stated violation. (Ord. 870 § 1, 2001).

**12.17.014 Review by hearing examiner.**

A. Notice of Violation (Criminal Penalties). There is no administrative appeal of a notice of violation issued pursuant to GHMC 12.17.006 for violations described in GHMC 12.17.018, which subject the violator to criminal prosecution and/or the imposition of criminal penalties.

B. Notice of Violation (Civil Penalties). Any person significantly affected by or interested in a notice of violation issued by the planning director pursuant to GHMC 12.17.006 for a violation of the codes in this title which subject the violator to civil prosecution may obtain an appeal of the notice by requesting such appeal within 15 calendar days after service of the notice. When the last day of the period so computed is a Saturday, Sunday or federal or city holiday, the period shall run until 5:00 p.m. on the next business day. The request shall be in writing, and upon receipt of the appeal request, the building official shall forward the request to the office of the hearing examiner, pursuant to Chapter 2.25 GHMC.

C. At or after the appeal hearing, the hearing examiner may:

1. Sustain the notice of violation;
2. Withdraw the notice of violation;
3. Continue the review to a date certain for receipt of additional information;
4. Modify the notice of violation, which may include an extension of the compliance date.

D. The hearing examiner shall issue a decision within 10 days of the date of the completion of the review and shall cause the same to be mailed by regular first class mail to the person(s) named on the notice of violation, mailed to the complainant, if possible, and filed with the department of records and elections of Pierce County.

E. The decision of the hearing examiner shall be final, and no further administrative appeal may be filed. In order to appeal the decision of the hearing examiner, a person with standing to appeal must make application for a land use petition under Chapter 36.70C RCW within 21 days of the issuance of the examiner's decision. (Ord. 870 § 1, 2001).

**12.17.016 Civil penalty.**

A. In addition to any other sanction or remedial procedure which may be available, any person violating or failing to comply with any of the provisions of this chapter or GHMC Titles 12, 13 and/or 14 shall be subject to a cumulative penalty in the amount of \$100.00 per day for each violation from the date set for compliance until compliance with the order is achieved.

B. The penalty imposed by this section shall be collected by civil action filed by the city attorney, and brought in the name of the city. The public works director shall notify the city attorney in writing of the name of any person subject to the penalty, and the city attorney shall, with the assistance of the public works director, take appropriate action to collect the penalty.

C. The violator may show as full or partial mitigation of liability:

1. That the violation giving rise to the action was caused by the willful act, or neglect, or abuse of another; or
2. That correction of the violation was commenced promptly upon receipt of the notice thereof, but that full compliance within the time specified was prevented by inability to obtain necessary materials or labor, inability to gain access to the subject structure, or other condition or circumstance beyond the control of the defendant. (Ord. 870 § 1, 2001).

**12.17.018 Criminal penalties.**

A. Any person violating or failing to comply with any of the provisions of GHMC Titles 12, 13 and/or 14 and who has had a judgment entered against him or her pursuant to GHMC 12.17.016 or its predecessors within the past five years shall be subject to criminal prosecution and upon conviction of a subsequent violation shall be fined in a sum not exceeding \$5,000 or be imprisoned for a term not exceeding one year or be both fined and imprisoned. Each day of noncompliance with any of the provisions of GHMC Titles 12, 13 and/or 14 shall constitute a separate offense.

B. The above criminal penalty may also be imposed:

1. For any other violation of GHMC Titles 12, 13 and/or 14 for which corrective action is not possible; and
2. For any willful, intentional, or bad faith failure or refusal to comply with the standards or requirements of GHMC Titles 12, 13 and/or 14. (Ord. 870 § 1, 2001).

**12.17.020 Additional relief.**

The public works director may seek legal or equitable relief to enjoin any acts or practices and abate any condition which constitutes or will constitute a violation of GHMC Titles 12, 13 and/or 14 when civil or criminal penalties are inadequate to effect compliance. (Ord. 870 § 1, 2001).

## Chapter 19.16 ENFORCEMENT OF LAND USE CODES

### Sections:

- 19.16.010 Purpose.**
- 19.16.020 Applicability.**
- 19.16.030 Violation review criteria.**
- 19.16.040 Stop work order.**
- 19.16.050 Voluntary compliance.**
- 19.16.060 Investigation and notice of violation.**
- 19.16.070 Civil penalty.**
- 19.16.080 Notice of violation and civil penalty appeals.**
- 19.16.085 Collection of civil penalty.**
- 19.16.090 Abatement.**
- 19.16.100 Criminal penalty.**
- 19.16.110 Additional relief.**

### **19.16.010 Purpose.**

To ensure that the provisions of the Gig Harbor Municipal Code ("code") related to all land use codes (GHMC Titles 16, 17 and 18), including but not limited to conditions imposed on land use permits granted by the city, are administered, enforced, and upheld to protect the health, safety and welfare of the general public. (Ord. 1226 § 1, 2011).

### **19.16.020 Applicability.**

This chapter establishes a civil method, where permitted under the law, to enforce violations of the chapters and titles of the code referenced in GHMC 19.16.010, provided an alternate civil method, other than abatement, is not specifically set forth in the code. Where the alternate civil method is abatement, both methods may apply.

- A. The city administrator and/or his/her authorized representative (the "administrator") shall have the authority to enforce the land use codes of the city of Gig Harbor.
- B. The code shall be enforced for the benefit of the health, safety and welfare of the general public, and not for the benefit of any particular person or class of persons.
- C. It is the intent of this chapter to place the obligation of complying with its requirements upon the owner, lessee, occupier, or other person responsible for the condition of the land and buildings within the scope of this chapter.
- D. No provision of or term used in this chapter is intended to impose upon the city, or any of its officers or employees, any duty that would subject them to damages in a civil action. (Ord. 1226 § 1, 2011).

### **19.16.030 Violation review criteria.**

Each violation requires a review of all relevant facts in order to determine the appropriate enforcement sequence and response. When enforcing the provisions of this chapter, the administrator may, as practical and possible, seek to resolve violations without resorting to formal enforcement measures. When formal enforcement measures are necessary, the administrator may seek to resolve violations administratively prior to imposing civil penalties or seeking other remedies. The administrator may seek to gain compliance via civil penalties prior to pursuing abatement or criminal penalties. Nothing herein shall be interpreted to require the administrator to follow a specific sequence or order of enforcement in circumstances when swifter response by the city may be reasonable or necessary. In addition, the administrator may consider a variety of factors when determining the appropriate enforcement sequence and response, including but not limited to:

- A. Severity, duration, and impact of the violation(s), including whether the violation has a probability of placing a person or persons in danger of death or bodily harm, causing significant environmental harm, or causing significant physical damage to the property of another;
- B. Compliance history, including any identical or similar violations or notice of violation at the same site or on a different site but caused by the same party;
- C. Economic benefit gained by the violation(s);
- D. Intent or negligence demonstrated by the person(s) responsible for the violation(s);
- E. Responsiveness in correcting the violation(s); and
- F. Other circumstances, including any mitigating factors. (Ord. 1226 § 1, 2011).

### **19.16.040 Stop work order.**

A. The administrator shall have the authority to issue a stop work order whenever any activity, work or development is being done in violation of any of the land use codes, or without a permit, review or authorization required by the land use codes, or contrary to any permit, required review, or authorization that may result in violation of the land use codes. The stop work order shall be posted on the site of the violation containing the following information:

1. The street address or a description of the building, structure, premises, or land where the violation has occurred, in terms reasonably sufficient to identify its location;
2. A description of the potential violation and a reference to the provisions of the code that may have been violated;
3. A description of the action required to remedy the potential violation, including but not limited to corrections, repairs, demolition, removal, restoration, time period to comply, after which a notice of violation may be issued, or any other appropriate action as determined by the administrator;
4. The appropriate department and/or division investigating the case and the contact person.

## Exhibit B

B. With the exception of emergency work determined by the administrator to be necessary to prevent immediate threats to the public health, safety and welfare or stabilize a site or prevent further property or environmental damage, it is unlawful for any work to be done after the posting or service of a stop work order until authorization to proceed is provided by the administrator.

C. Proof of posting shall be made by a written declaration under penalty of perjury executed by the person effecting the posting, declaring the time and date of posting, and the manner by which the posting was made. (Ord. 1226 § 1, 2011).

### **19.16.050 Voluntary compliance.**

The administrator may pursue a reasonable attempt to secure voluntary compliance by contacting the owner or other person responsible for any violation of this code, explaining the violation and requesting compliance. This contact may be in person or in writing or both. (Ord. 1226 § 1, 2011).

### **19.16.060 Investigation and notice of violation.**

A. If the administrator has a reasonable belief based on evidence that a violation of any of the land use codes exists, and the stop work order and/or voluntary compliance measures outlined in GHMC 19.16.040 and 19.16.050 either have already been sought and have been unsuccessful, or are determined not to be appropriate for the circumstances, the administrator may issue a notice of violation containing the following to the owner or, if different and readily identifiable, to the lessee, the person in control of the property where the violation has occurred, or the person committing the violation:

1. The street address or a description of the building, structure, premises, or land where the violation has occurred, in terms reasonably sufficient to identify its location;
2. A description of the violation and a reference to the provisions of the code that have been violated;
3. A description of the action required to remedy the violation, which may include corrections, repairs, demolition, removal, restoration, submittal of a work plan or any other appropriate action as determined by the administrator;
4. A statement that the required action must be taken or work plan submitted within the time period provided as set forth in the notice of violation, after which the city may impose monetary civil penalties and/or abate the violation in accordance with the applicable provisions of this code;
5. The appropriate department and/or division investigating the case and the contact person;
6. A statement that the person to whom a notice of violation is directed may appeal the notice of violation to the hearing examiner, or his or her designee, including the deadline for filing such an appeal. Request for appeal must comply with requirements set forth in GHMC 19.16.080 and must be received by the city clerk's office no later than 10 days after the notice of violation has been served;
7. A statement that if the person to whom the notice of violation is issued fails to submit a written request for appeal within 10 working days of service or fails to abate the violation within the time period provided as set forth in the notice of violation, the city may assess civil penalty, as outlined in GHMC 19.16.070, against the owner or, if different and readily identifiable, against the lessee, the person in control of the property where the violation has occurred, or the person committing the violation.

B. Time to Comply. When calculating a reasonable time for compliance, the enforcement officer shall consider the following criteria:

1. The type and degree of violation cited in the notice;
2. The stated intent, if any, of a responsible party to take steps to comply;
3. The procedural requirements for obtaining a permit to carry out corrective action;
4. The complexity of the corrective action, including seasonal considerations; and
5. Any other circumstances beyond the control of the responsible party.

C. The notice of violation shall be served by any one or any combination of the following methods:

1. By first-class mail to the last known address of the owner or, if different and readily identifiable, the lessee, the person in control of the property where the violation has occurred, or the person committing the violation as applicable; or
2. By personal service upon the owner or, if different and readily identifiable, upon the lessee, the person in control of the property where the violation has occurred, or the person committing the violation as applicable;
3. The administrator may choose to post notice on the property. However, notice by first-class mail or personal service shall also be provided.

D. The administrator may, with the consent of the owner or occupier of a building or premises, or pursuant to a lawfully issued inspection warrant, enter any building or premises subject to the consent or warrant to perform the duties imposed by this chapter.

E. If the violation has been properly corrected by the deadline imposed by the administrator, the case will be closed. If it has not, then civil penalties, abatement, or criminal penalties may be imposed against the person(s) named in the notice of violation as the party(ies) in violation, at the reasonable discretion of the administrator, in accordance with the provisions of this chapter. (Ord. 1226 § 1, 2011).

### **19.16.070 Civil penalty.**

A. Any person who fails to remedy a violation or take the corrective action described by the administrator in a notice of violation within the time period provided may be subject to monetary civil penalties. The civil penalty will be either:

1. Prepared and sent by first-class mail to the last known address(es) of the person(s) named in the notice of violation as the party(ies) in violation; or
2. Personally served upon the person(s) named in the notice of violation as the party(ies) in violation; or

## Exhibit B

3. The administrator may choose to post notice on the property. However, notice by first class mail or personal service shall also be provided.

B. The civil penalty shall contain the following:

1. A statement indicating that the party(ies) in violation is being issued civil penalties for failing to properly or timely implement the corrective actions outlined by the city in the notice of violation, and that additional civil penalties may be issued until corrective actions are properly and timely implemented and the violation abated;
2. The address of the site and specific details of the violation which is to be corrected;
3. The appropriate department and/or division investigating the case and the contact person;
4. The number of days in violation since service of the notice of violation (in case of first civil penalty) or the most recently issued civil penalty on the same violation (in case of second or subsequent civil penalty) and amount of monetary penalty being assessed as a result;
5. A statement that the person(s) to whom the civil penalty is issued may appeal it to the hearing examiner, or his or her designee, including the deadline for filing such an appeal. Request for appeal must comply with requirements set forth in GHMC 19.16.080 and must be received by the city clerk's office no later than 10 working days after the civil penalty has been served;
6. A statement that if the person to whom the civil penalty is issued fails to submit a written request for appeal within 10 working days of service or fails to abate the violation, the city may continue to assess monetary penalties against the owner or, if different and readily identifiable, against the lessee, the person in control of the property where the violation has occurred, or the person committing the violation.

C. The monetary civil penalties for violations of this code shall be as follows, unless a different amount/penalty is specifically provided elsewhere in the code for the violation:

The amount of civil penalty per each violation for each day in violation shall be \$100.00. At the time a civil penalty is issued, calculation of the amount assessed shall be based on no more than the number of past days during which the violation remained uncorrected since the service of the notice of violation (in case of first civil penalty) or the most recently issued civil penalty on the same violation (in case of second or subsequent civil penalty).

D. Daily penalties will continue to accumulate until the violation is corrected, but the accumulated amount, or part thereof, may only be assessed to party(ies) in violation by issuing and serving a civil penalty.

E. Any person to whom a civil penalty is issued and served may appeal it to the hearing examiner; provided, that any issue whatsoever, including but not limited to nature of violation, amount of penalty, corrective measures, abatement or payment made, that was previously appealed or could have been appealed earlier with the notice of violation or previously issued civil penalty on the same violation, but either was not properly/timely appealed or was sustained by the hearing examiner, shall not be subject to another appeal. (Ord. 1226 § 1, 2011).

### **19.16.080 Notice of violation and civil penalty appeals.**

A. A person to whom a notice of violation or civil penalty is issued and served may appeal the notice of violation or civil penalty by filing a written request for appeal with the city clerk no later than 10 working days after said notice of violation or civil penalty is served. Each request for appeal shall contain the required appeal fee, the address and telephone number of the person making the request and the name and address of any person who may represent him or her. Each request for appeal shall set out the basis for the appeal. Failure to submit specific grounds for appeal in writing in the request may result in the dismissal of the appeal by the hearing examiner prior to any hearing.

B. If an appeal is submitted, the hearing examiner, or his or her designee, will conduct a hearing at the next available hearing date for the hearing examiner after the city issues a notice of hearing. For good cause, the hearing examiner may, at his or her discretion, change a previously set hearing date.

C. If an appeal is submitted, the city shall mail a hearing notice giving the time, location, and date of the hearing by first-class mail to person(s) to whom the notice of violation or civil penalty was directed and any other parties identified in the appeal request.

D. The hearing examiner, or his or her designee, shall conduct a hearing on the violation or penalty. The administrator, as well as the person(s) to whom the notice of violation or civil penalty was directed, may participate as parties in the hearing and each party may call witnesses. The city shall have the burden of proof to establish, by a preponderance of the evidence, that the violation has occurred and that the required corrective action is reasonable, or that the civil penalty was appropriately assessed for noncompliance with this code.

E. The hearing examiner shall determine whether the city has established, by a preponderance of the evidence, that the violation has occurred and that the required corrective action is reasonable, or that the civil penalty was appropriately assessed and reasonable, and based on that determination shall issue a final order that affirms, modifies, or vacates the notice of violation or civil penalty being appealed. The city's hearing examiner rules shall apply. The hearing examiner's final order shall contain the following information:

1. The decision regarding the alleged violation including findings of facts and conclusion of law based thereon;
2. If applicable, a statement that the required corrective actions imposed by the city are affirmed, modified, or waived;
3. If applicable, any additional conditions imposed by the hearing examiner regarding the violation and any corrective action, and the date and time by which the additional condition and/or correction must be met and/or completed; and
4. If applicable, a statement that any associated civil penalties are affirmed, modified, or waived.

## Exhibit B

F. If the appellant and/or any person(s) to whom the appealed notice of violation or civil penalty was directed fails to appear at the scheduled hearing, the hearing examiner shall proceed with the hearing and issue a final order based on the evidence submitted by the party(ies) in attendance.

G. The final order shall be served in person or by first-class mail on the appellant and any person(s) to whom the appealed notice of violation or civil penalty was directed.

H. A final order of the hearing examiner shall be considered the final administrative decision and may be appealed to a court of competent jurisdiction within 21 calendar days of its issuance or, if applicable, as provided in RCW 36.70C.040. (Ord. 1349 § 4, 2016; Ord. 1226 § 1, 2011).

### **19.16.085 Collection of civil penalty.**

A. The civil penalty constitutes an obligation of the person, firm, or corporation to whom the civil penalty is directed. The civil penalty assessed must be paid to the city within 30 calendar days from the date of service of the civil penalty or, if an appeal is filed, the time required in the hearing examiner's final order (30 days after issuance of order if no time requirement is specified). The civil penalty may also jointly and severally be assessed against the property where the violation occurred when permitted by law.

B. A civil penalty that is not paid within 30 days may be referred to a collection agency, officially approved by the city of Gig Harbor, for collection. (Ord. 1226 § 1, 2011).

### **19.16.090 Abatement.**

A. In the event that compliance is not achieved through the measures outlined in GHMC 19.16.040 through 19.16.080, or that said measures are not, at the reasonable discretion of the administrator, appropriate to remedy the violation, the city may declare the violation a public nuisance, and remove or correct the same through any lawful means of abatement that is determined to be proper by the city attorney.

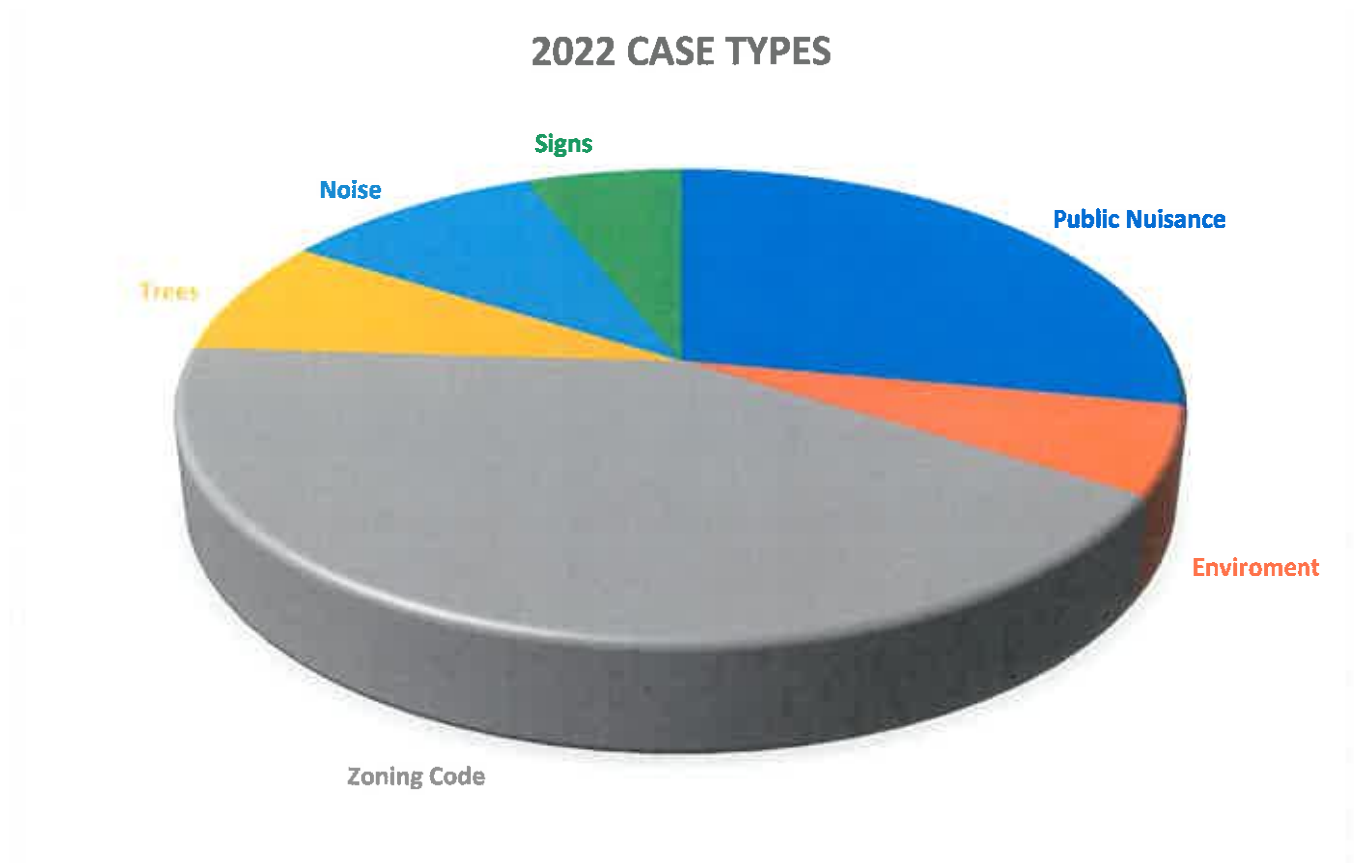
B. Using any lawful means, the city may enter unsecured property and may remove or correct a violation which is subject to abatement with the consent of the owner and person in control of the premises. If the owner and person in control of the premises do not consent to entry, the city may seek such judicial process in Pierce County superior court as it deems necessary to effect the removal or correction of such condition. (Ord. 1226 § 1, 2011).

### **19.16.100 Criminal penalty.**

In certain instances, where the aforementioned enforcement and penalty provisions outlined in this chapter do not result in compliance or are not appropriate for achieving compliance, the administrator may refer the matter to the police department for criminal investigation and prosecution. Unless a different criminal penalty is provided specifically for the violation, violations of chapters and titles of the code referenced in GHMC 19.16.010 shall constitute a gross misdemeanor as set forth in GHMC 1.16.010. Upon conviction and pursuant to a prosecution motion, the court shall also order immediate action to correct the condition constituting the violation and to maintain the corrected condition in compliance with this code. (Ord. 1226 § 1, 2011).

### **19.16.110 Additional relief.**

Nothing in this chapter shall preclude the city from seeking any other relief as authorized in other provisions of this code, or by state or federal law or regulation. Enforcement of this chapter is supplemental to all other laws adopted by the city. (Ord. 1226 § 1, 2011).



**Public Nuisance:** Overgrown Vegetation, unsafe buildings, junk vehicles, abandoned vehicles, exposed material, illegal dumping

**Environmental:** Wetland, shoreline, illicit discharge, critical area disturbances

**Zoning Code:** Work without applicable permits, design review or building permits

**Trees:** Tree specific violations

**Noise:** Noise complaints residential and commercial

**Signs:** Citizen generated sign complaints

**2022 Total Case Requests: 51**

**2021 Total Case Requests: 58**



PUBLIC WORKS DEPARTMENT

## **MEMORANDUM**

TO: Mayor and Councilmembers

FROM: Jeff Langhelm, PE, Public Works Director

DATE: July 8, 2022

SUBJECT: Skansie Netshed Project – Proposed Structural Repairs

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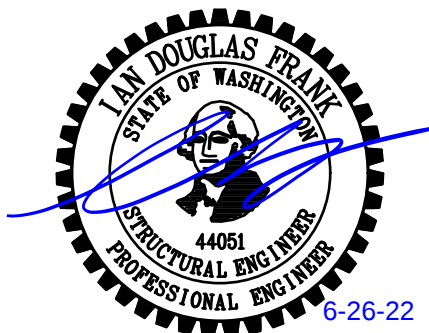
In 2011 the City performed a complete structural upgrade of the pier on which the Skansie Netshed sits but did not perform any structural upgrade to the Netshed itself. Since 2018 the City has contemplated maintenance needs and minor repairs to the Skansie Netshed. Unfortunately, these repairs have not progressed because the scope of the work has been debated. These minor repairs have been included in every budget since 2019 and at a minimum consist of re-roofing, replacement of failing siding, and repainting the building. However, the structural condition of the Netshed has been concerning to Staff as the building continues to degrade.

In October 2020 the City requested Sitts & Hill Engineers prepare a condition report for the Netshed. This report concluded that both structural and non-structural components need repair and/or replacement. The City's 2021 Budget authorized funding in the amount of \$135,000 for minor structural repairs, siding repairs, repainting the building, and re-roofing the building. The City requested bids for this project in June 2021 but in August 2021 rejected all bids because the bids received exceeded the budgeted amount.

This project was re-scoped again and included in the 2022 Budget at an amount of \$300,000. In March 2022 the City awarded a professional services contract to Helix Design Group for the design and permitting of the re-scoped Netshed project. As part of Helix's scope, their subconsultant, KPFF, prepared a structural assessment of the Netshed, which is attached for your reference. The conclusion from this assessment is that the proposed scope of work cannot be accomplished without the design and permitting of structural improvements.

At the July 14 Study Session Staff will present options to move forward and discuss both cost and schedule impacts to this project.

# City of Gig Harbor Skansie Net Shed Maintenance Helix Project Number A22-028



Prepared by KPFF Consulting Engineers

Structural Assessment

June 26, 2022

kpff60<sup>YEARS</sup>

## 1 EXECUTIVE SUMMARY

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Under contract with Helix Design Group, KPFF performed a structural evaluation of the Skansie Net Shed for the purpose of adding plywood roofing sheathing to improve the performance of new roofing. KPFF visited the building to take field measurements of the framing system for use in the analysis. The results of the vertical load analysis show that the majority of the roof rafters and beams are not sufficient to support the design loads including dead, live, and snow loads. Additional framing members may be added to improve the structural capacity of the vertical support system to adequately support the design loads.

## 2 INTRODUCTION

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Helix Design Group is under contract with the City of Gig Harbor to evaluate the existing Skansie Net Shed for removal of the existing roofing, installation of plywood sheathing, and installation of new roofing. Helix hired KPFF to perform a structural analysis of the building for the additional weight of the sheathing. KPFF met with Helix and the City of Gig Harbor on site to observe and record the framing layout and sizes, and discuss the intentions of the City.

## 3 EXISTING CONDITIONS

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The Skansie Net Shed was originally constructed in 1910 and included a 18'x20' portion. Multiple additions were constructed. The current building is approximately 81'x25'. The main portion of the building consists of three distinct framing systems, however they are generally all similar. See the attached General Plan. Roof decking planks are supported by roof rafters. Within the mid section of the main building, the rafters are supported by purlins. The purlins, and the rafters in the north section and south section are supported by valley beams at the lower ends. The rafters and purlins do not have vertical support at the peak. The thrust from the rafters and purlins is resisted by collar ties. The eastern lower roof and the shop roofs consist of roof rafters supported by the valley beams and the exterior walls. No finishes exist within the building. The general condition of the framing is good.

## 4 STRUCTURAL ASSESSMENT

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KPFF analyzed the existing framing for the following loads:

Dead (self weight of structure) - Including 1.1 psf for 3/8" plywood  
sheathing Live Load 20 psf  
Snow Load 25 psf

KPFF used historic building codes to take advantage of the high strength of wood that was available near the time of construction of the Net Shed. The 1927 Uniform Building Code was used for allowable stresses in the analysis.

The following are the results of the framing analysis:

Decking Plank – Members are sufficient for full design loads.

Rafters – Members are sufficient to support dead loads, however are not sufficient for live and snow loads.

Valley Beams – The length of the members varies. The longer members are not sufficient for any of the design loads.

Given that many members of the vertical structural system are insufficient to support dead and snow load, other loads such as wind and seismic were not calculated or included in the analysis. If modifications are made to the structural system, wind and seismic loads should be included in the retrofit design.

## 5 CONCLUSION

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The proposed additional weight of 3/8" plywood cannot be shown by calculation to be safely supported by the existing building framing. The valley beams cannot be shown by calculation to adequately support the dead loads.

If the City of Gig Harbor would like to proceed with installation of roof sheathing, KPFF recommends that the building framing be modified by the addition of members to increase the structural capacity. KPFF would be happy to assist with the design of the structural modifications.



project SKANSIE NET SHED

by I D F

sheet no.

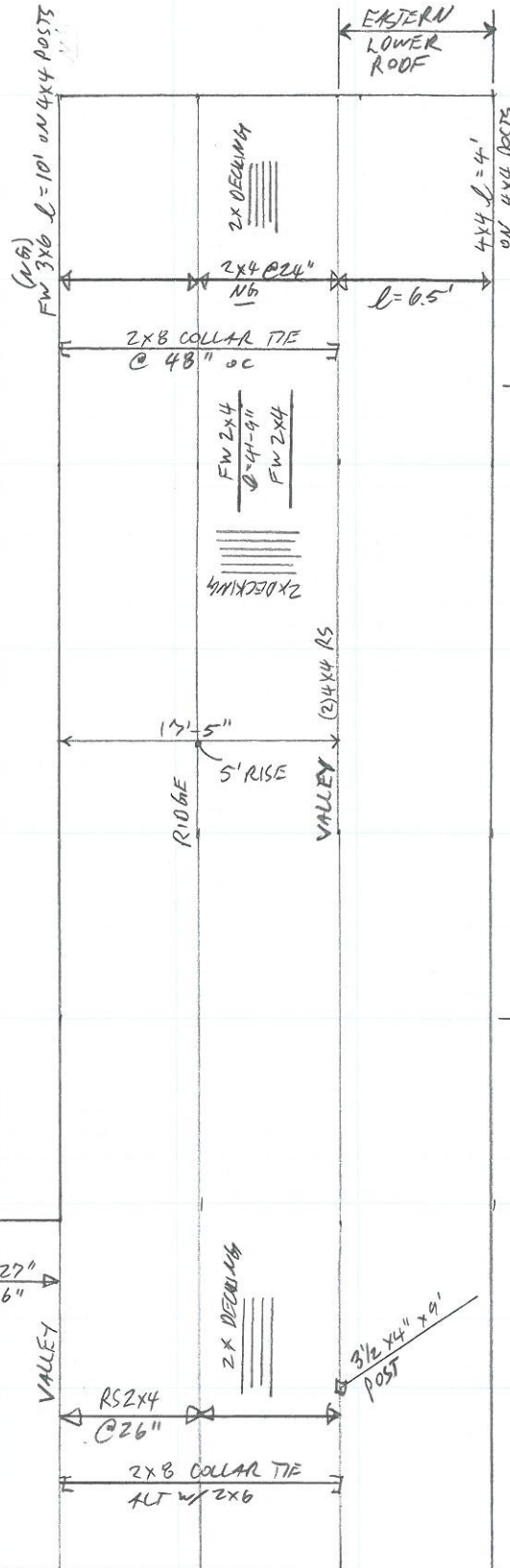
location GILBY HARBOR, WA

date 5/9/22

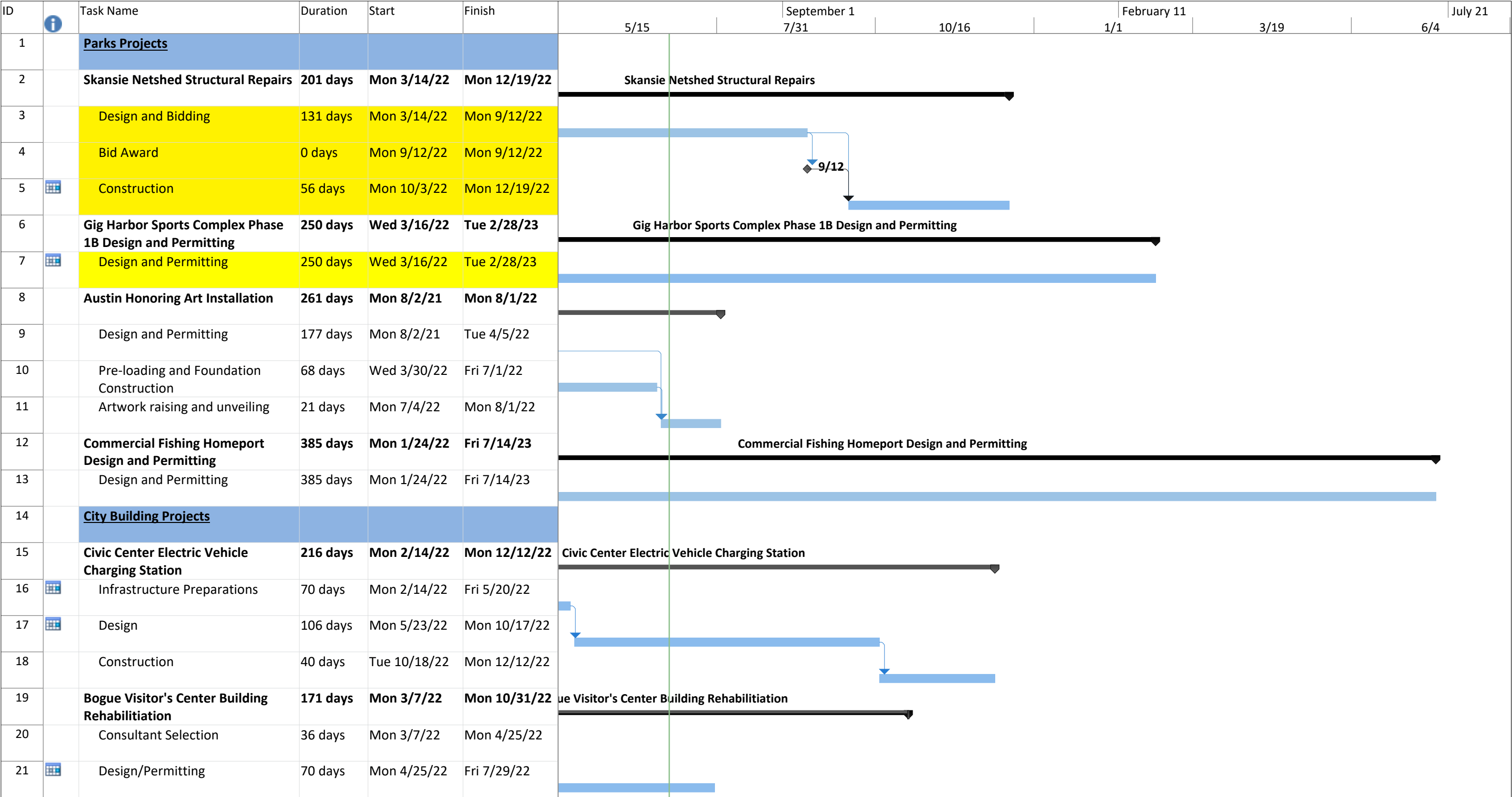
client HELIX

job no.

# GENERAL PLAN



SCALE 3/32" = 1'-0"



Project: 2022 Active CIP Schedule  
Print Date: Fri 7/8/22

Task

Split

Milestone

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External Tasks

External Milestone

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

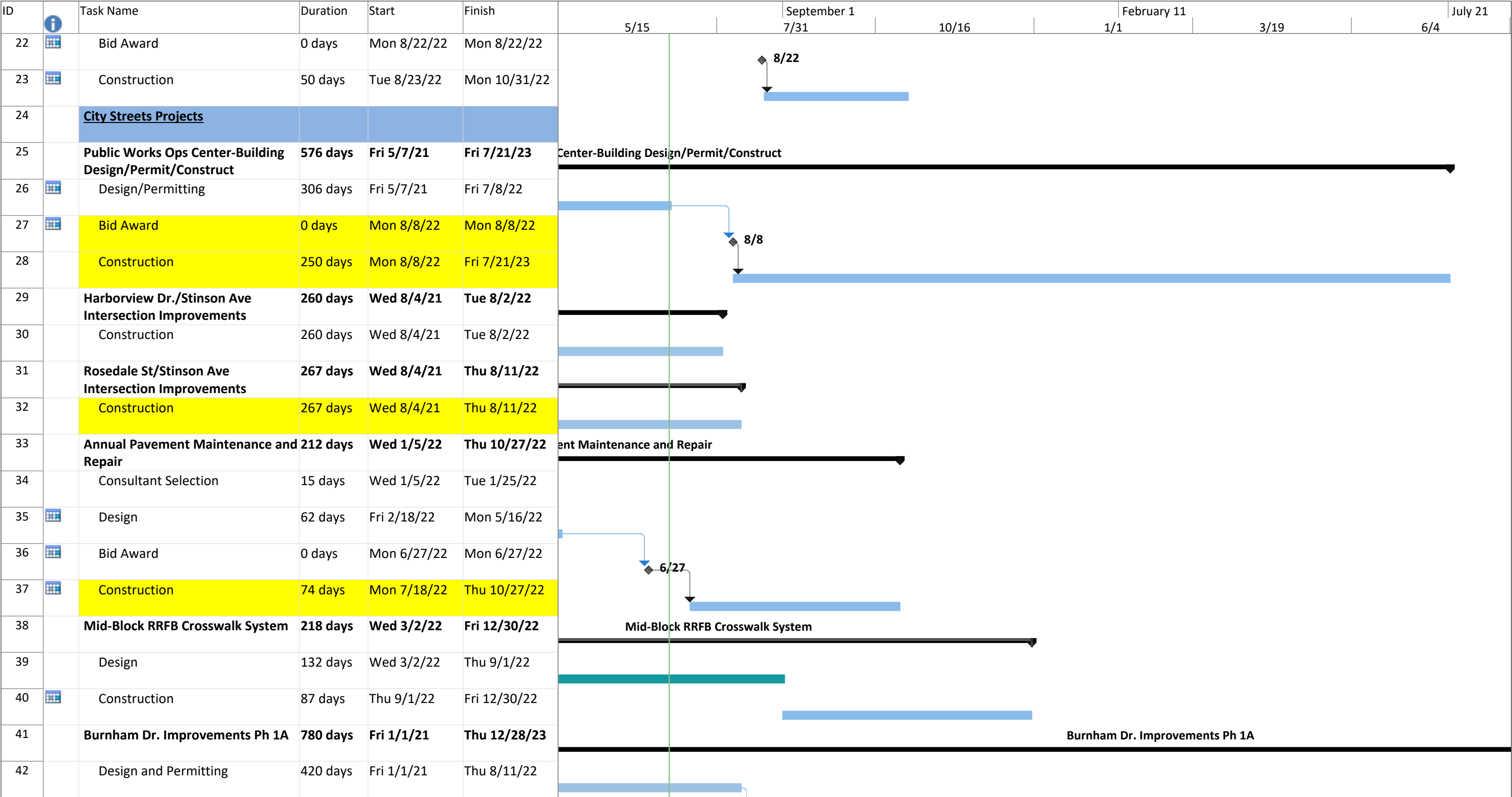
Finish-only

Deadline

Progress

Manual Progress

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Print Date: Fri 7/8/22

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| ID |  | Task Name                                             | Duration | Start        | Finish       | 5/15 | September 1<br>7/31 | 10/16 | February 11<br>1/1 | 3/19 | 6/4 | July 21 |
|----|--|-------------------------------------------------------|----------|--------------|--------------|------|---------------------|-------|--------------------|------|-----|---------|
| 43 |  | Construction                                          | 360 days | Fri 8/12/22  | Thu 12/28/23 |      |                     |       |                    |      |     |         |
| 44 |  | Prentice- Fennimore Half-Width Improvements           | 349 days | Tue 3/29/22  | Fri 7/28/23  |      |                     |       |                    |      |     |         |
| 45 |  | Design                                                | 199 days | Tue 3/29/22  | Fri 12/30/22 |      |                     |       |                    |      |     |         |
| 46 |  | Construction                                          | 150 days | Mon 1/2/23   | Fri 7/28/23  |      |                     |       |                    |      |     |         |
| 47 |  | 38th Ave Improvements Phase 2 - Design and Permitting | 221 days | Thu 3/10/22  | Thu 1/12/23  |      |                     |       |                    |      |     |         |
| 48 |  | Consultant Selection                                  | 33 days  | Thu 3/10/22  | Mon 4/25/22  |      |                     |       |                    |      |     |         |
| 49 |  | Design and Permitting                                 | 188 days | Tue 4/26/22  | Thu 1/12/23  |      |                     |       |                    |      |     |         |
| 50 |  | Water Projects                                        |          |              |              |      |                     |       |                    |      |     |         |
| 51 |  | Emergency Water Intertie- Canterwood Blvd             | 349 days | Wed 9/29/21  | Mon 1/30/23  |      |                     |       |                    |      |     |         |
| 52 |  | Design and Agreements                                 | 249 days | Wed 9/29/21  | Mon 9/12/22  |      |                     |       |                    |      |     |         |
| 53 |  | Bid Award                                             | 0 days   | Mon 9/12/22  | Mon 9/12/22  |      |                     |       |                    |      |     |         |
| 54 |  | Construction                                          | 100 days | Tue 9/13/22  | Mon 1/30/23  |      |                     |       |                    |      |     |         |
| 55 |  | Reid Dr. (55th St Ct) Water Main Improvements         | 196 days | Mon 4/25/22  | Mon 1/23/23  |      |                     |       |                    |      |     |         |
| 56 |  | Design and Bidding                                    | 76 days  | Mon 4/25/22  | Mon 8/8/22   |      |                     |       |                    |      |     |         |
| 57 |  | Bid Award                                             | 0 days   | Mon 8/8/22   | Mon 8/8/22   |      |                     |       |                    |      |     |         |
| 58 |  | Construction                                          | 120 days | Tue 8/9/22   | Mon 1/23/23  |      |                     |       |                    |      |     |         |
| 59 |  | Wastewater Projects                                   |          |              |              |      |                     |       |                    |      |     |         |
| 60 |  | LS#6 (Ryan St) Replacement                            | 276 days | Wed 8/11/21  | Wed 8/31/22  |      |                     |       |                    |      |     |         |
| 61 |  | Construction                                          | 276 days | Wed 8/11/21  | Wed 8/31/22  |      |                     |       |                    |      |     |         |
| 62 |  | LS#12 (Woodhill Dr) Rehabilitation Design             | 263 days | Mon 11/29/21 | Wed 11/30/22 |      |                     |       |                    |      |     |         |
| 63 |  | Construction                                          | 263 days | Mon 11/29/21 | Wed 11/30/22 |      |                     |       |                    |      |     |         |

Project: 2022 Active CIP Schedule  
Print Date: Fri 7/8/22

Task

Split

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Duration-only

Manual Summary Rollup

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| ID |    | Task Name                                                | Duration | Start        | Finish       | <div><div>5/15</div><div>September 17/31</div><div>10/16</div><div>February 111/1</div><div>3/19</div><div>July 216/4</div></div> |  |  |  |  |  |
|----|-------------------------------------------------------------------------------------|----------------------------------------------------------|----------|--------------|--------------|-----------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|
| 64 |                                                                                     | Murphy's Landing Marina Navigation Channel Dredging      | 363 days | Wed 8/11/21  | Fri 12/30/22 | Channel Dredging                                                                                                                  |  |  |  |  |  |
| 65 |                                                                                     | Design/Permitting                                        | 363 days | Wed 8/11/21  | Fri 12/30/22 |                                                                                                                                   |  |  |  |  |  |
| 66 |                                                                                     | Waterwater Treatment Plant Digester Upgrades             | 331 days | Wed 11/17/21 | Wed 2/22/23  | erwater Treatment Plant Digester Upgrades                                                                                         |  |  |  |  |  |
| 67 |                                                                                     | Design and Procurement                                   | 271 days | Wed 11/17/21 | Wed 11/30/22 |                                                                                                                                   |  |  |  |  |  |
| 68 |                                                                                     | Construction                                             | 60 days  | Thu 12/1/22  | Wed 2/22/23  |                                                                                                                                   |  |  |  |  |  |
| 69 |                                                                                     | Stinson Ave Slip Lining Sewer Main                       | 187 days | Fri 3/4/22   | Mon 11/21/22 | Stinson Ave Slip Lining Sewer Main                                                                                                |  |  |  |  |  |
| 70 |    | Design and Bidding                                       | 137 days | Fri 3/4/22   | Mon 9/12/22  |                                                                                                                                   |  |  |  |  |  |
| 71 |                                                                                     | Contract Award                                           | 0 days   | Mon 9/12/22  | Mon 9/12/22  |                                                                                                                                   |  |  |  |  |  |
| 72 |    | Construction                                             | 50 days  | Tue 9/13/22  | Mon 11/21/22 |                                                                                                                                   |  |  |  |  |  |
| 73 |                                                                                     | Stormwater Projects                                      |          |              |              |                                                                                                                                   |  |  |  |  |  |
| 74 |                                                                                     | Donkey Creek Daylighting                                 | 156 days | Wed 4/27/22  | Wed 11/30/22 | Donkey Creek Daylighting                                                                                                          |  |  |  |  |  |
| 75 |    | Consultant Selection                                     | 34 days  | Wed 4/27/22  | Mon 6/13/22  |                                                                                                                                   |  |  |  |  |  |
| 76 |                                                                                     | Conceptual Design and Public Process                     | 122 days | Tue 6/14/22  | Wed 11/30/22 |                                                                                                                                   |  |  |  |  |  |
| 77 |                                                                                     | Storm Pipe Slip Lining at Mnt View Place and Vernhardson | 152 days | Fri 4/22/22  | Mon 11/21/22 | Storm Pipe Slip Lining at Mnt View Place and Vernhardson                                                                          |  |  |  |  |  |
| 78 |  | Design                                                   | 102 days | Fri 4/22/22  | Mon 9/12/22  |                                                                                                                                   |  |  |  |  |  |
| 79 |                                                                                     | Contract Award                                           | 0 days   | Mon 9/12/22  | Mon 9/12/22  |                                                                                                                                   |  |  |  |  |  |
| 80 |                                                                                     | Construction                                             | 50 days  | Tue 9/13/22  | Mon 11/21/22 |                                                                                                                                   |  |  |  |  |  |
| 81 |                                                                                     | Other Department Tasks                                   |          |              |              |                                                                                                                                   |  |  |  |  |  |
| 82 |                                                                                     | Utility Rate Studies                                     | 152 days | Wed 3/2/22   | Thu 9/29/22  | Utility Rate Studies                                                                                                              |  |  |  |  |  |
| 83 |                                                                                     | Development and Public Process                           | 102 days | Wed 3/2/22   | Thu 7/21/22  |                                                                                                                                   |  |  |  |  |  |
| 84 |                                                                                     | Code Development and Adoption                            | 50 days  | Fri 7/22/22  | Thu 9/29/22  |                                                                                                                                   |  |  |  |  |  |

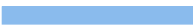
Project: 2022 Active CIP Schedule  
Print Date: Fri 7/8/22

Task

Split

Milestone

Summary









Project Summary

External Tasks

External Milestone

Inactive Task









Inactive Milestone

Inactive Summary

Manual Task

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Manual Summary Rollup

Manual Summary

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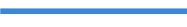


Deadline

Progress

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**CAPITAL IMPROVEMENT PROJECT PUBLIC OUTREACH MATRIX**

| PROJECT                                                                                                                                                                                                                                                                    | PROJECT DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | STATUS UPDATE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>PARKS PROJECTS</b>                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Skansie Netshed Reroof and Repaint</b><br><b>Project Budget:</b> \$300,000<br><b>Fund:</b> Parks Development<br><b>Objective No.:</b> 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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <ul style="list-style-type: none"> <li>o The City approved a professional services contract with Helix Design Group on March 23, 2022.</li> <li>o <b>Consultant submitted 90% plans/technical specifications and structural assessment. Based on the assessment Staff will be discussing potential risks related to structural loads and options at the July 14 study session.</b></li> <li>o <b>City Staff submitted review comments of structural assessment to consultant.</b></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Gig Harbor Sports Complex Phase 1B - Design, Permitting, and Construction</b><br><b>Project Budget:</b> \$1,000,000<br><b>Fund:</b> Parks Development (Federal Grant, RCO LWCF Grant, HBZ, Park Impact Fees)<br><b>Objective No.:</b> 1<br><b>Project No.:</b> 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. | <ul style="list-style-type: none"> <li>o City Council approved BCRA, Inc.'s professional services contract for design, permitting, and bid support on 03/28/22.</li> <li>o A kick-off meeting was held with BCRA on 03/31/22.</li> <li>o Site survey underway on 04/12/22.               <ul style="list-style-type: none"> <li>• Complete survey of Phase 1A and Phase 1B parcels. This is necessary to construct Phase 1B.</li> <li>• Comprehensive tree survey of all Sports Complex parcels.</li> <li>• Survey of all Sports Complex parcel lines to create a Binding Site Plan.</li> </ul> </li> <li>o The City hosted an informational open house on 05/07/22 for the entire Sports Complex project where Phase 1B was presented.</li> <li>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.</li> <li>o <b>A public open house occurred on 06/28/22 from 5:00 pm - 6:30 pm in the Civic Center Lobby where Staff and the consultant received options for certain facility design details.</b></li> <li>o <b>Staff will make a presentation to the Parks Commission at their 07/16/22 meeting.</b></li> <li>o <b>Staff will provide an update and request Council input at the 07/14/22 Council Study Session.</b></li> </ul> |
| <b>Community Paddler's Dock</b><br><b>Project Budget:</b> \$300,000<br><b>Fund:</b> Parks Development (HBZ, Park Impact Fees, GHCKRT Donation, Gen. Fund)<br><b>Objective No.:</b> 5<br><b>Project No.:</b> CPP-1824                                                       | Design, permit, and construct a new gangway and float system for use by human powered craft from the existing Jerkovich Pier.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <ul style="list-style-type: none"> <li>o All contract work on the project has been completed and a Certificate of Occupancy has been issued.</li> <li>o Additional Foam billets have been installed by the Contractor and the contract is now moving forward to closeout.</li> <li>o Signage will be considered for site interpretation/history, operations, and notices.</li> <li>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.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

**CAPITAL IMPROVEMENT PROJECT PUBLIC OUTREACH MATRIX**

| PROJECT                                                                                                                                                                                                                                           | PROJECT DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | STATUS UPDATE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
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| <b>Austin Estuary Honoring Symbol</b><br><b>2021 Project Budget:</b> \$75,000 (\$25,000 donations, \$50,000 Public Arts Capital Projects)<br><b>Fund:</b> Public Arts Capital Projects<br><b>Objective No.:</b> 1<br><b>Project No.:</b> 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 Capoeman. | <ul style="list-style-type: none"> <li>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.</li> <li>o The City's contractor (Key Peninsula Contracting) began construction on June 6, 2022.</li> <li>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. <b><i>The modification was completed and is now at the galvanizer.</i></b></li> <li>o Staff is coordinating with the artist for final work to be completed once it is mounted on the foundation.</li> <li>o <b><i>Staff will place the contract on hold while we wait for the base plate to be returned from the galvanizer.</i></b></li> </ul>                                     |
| <b>Commercial Fishing Homeport Design/Permitting</b><br><b>Project Budget:</b> \$110,000<br><b>Fund:</b> Parks Development<br><b>Objective No.:</b> 10<br><b>Project No.:</b> CPP-2204                                                            | Design and permit for a new float system for the commercial fishing homeport at Ancich Park.                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <ul style="list-style-type: none"> <li>o The City submitted an application for Port of Tacoma Local Economic Development Investment Funds on 02/25/2022.</li> <li>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.</li> <li>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.</li> <li>o DCG submitted for City Planning Land Use permits on 05/17/22.</li> <li>o DCG submitting for Federal permits 06/22.</li> <li>o Project total costs are currently estimated at \$3,345,366.45, with the construction cost at \$2,525,259.40.</li> <li>o <b><i>A professional services contract amendment will be presented to council for the increased cost in the electrical design.</i></b></li> </ul> |
| <b>Eddon Boat Park - Brick House Remodel</b><br><b>2021 Project Budget:</b> \$100,000<br><b>Fund:</b> Parks Development<br><b>Objective No.:</b> 10<br><b>Project No.:</b> CPP-1403                                                               | Remodel and rehabilitate the historic Eddon Residence.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <ul style="list-style-type: none"> <li>o Certificate of Occupancy is dependent on completion of the new parking stalls associated with the construction of the Harborview/Stinson intersection improvements.</li> <li>o <b><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></b></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

**CAPITAL IMPROVEMENT PROJECT PUBLIC OUTREACH MATRIX**

| PROJECT                                                                                                                                                                                                                         | PROJECT DESCRIPTION                                                                                                                                                                                                                                                                                                                                    | STATUS UPDATE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
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| <b>CITY BUILDING PROJECTS</b>                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Bogue Visitor Center Reroof</b><br><b>Project Budget:</b> \$85,000<br><b>Fund:</b> City Buildings<br><b>Objective No.:</b> 3                                                                                                 | Re-roof the City's Visitor's Center building in accordance with Building Code requirements. Additionally, the HVAC is beyond its useful life and this project proposes to upgrade the HVAC units.                                                                                                                                                      | <ul style="list-style-type: none"> <li>o City staff negotiated a contract with Richaven Architect that was authorized and executed by the City Administrator.</li> <li>o <b>Project milestone dates consist of bid documents by July 31; Advertisement and award in August 2022; construction in September and October 2022 dependent on possible long lead fabrication time for rigid insulation panels.</b></li> </ul>                                                                                                                                                                                                                      |
| <b>CITY STREETS PROJECTS</b>                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Public Works Operations Center – Building Design/Permit/Construct</b><br><b>Project Budget:</b> \$3,300,000<br><b>Fund:</b> Parks, Streets, Water, Storm Capital<br><b>Objective No.:</b> 2<br><b>Project No.:</b> CSP-1307  | This final phase of the project will construct the PW Operations Center building in accordance with the recently completed design and permits.                                                                                                                                                                                                         | <ul style="list-style-type: none"> <li>o <b>Staff advertised for bids on 06/09/22 with a bid opening scheduled on 07/21/22.</b></li> <li>o <b>A public works construction contract will presented to Council for approval on 08/08/22.</b></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Harborview Dr/Stinson Ave Intersection Improvements</b><br><b>Project Budget:</b> \$2,100,000<br><b>Fund:</b> Street Capital (TIB Grant, HBZ, TIF)<br><b>Objective No.:</b> 2<br><b>Project No.:</b> CSP-1904                | Complete the construction of the roundabout and other intersection improvements at Stinson Avenue and Harborview Drive. Due to economies of scale for permitting and civil construction cost, this work will include the construction of additional parking stalls for the Eddon Boat Park Brick House Rehabilitation project.                         | <ul style="list-style-type: none"> <li>o Council authorized the Construction Contract Award to Active Construction Inc. on 08/09/21.</li> <li>o The project officially started back up on 02/28/22 with the full detour in place.</li> <li>o Council approved a Change Order on 03/14/22 to incentivize quicker completion to allow the road to open sooner.</li> <li>o <b>The roundabout is now paved and was reopened to two-way traffic on May 26th.</b></li> <li>o Anticipated project physical completion July 2022.</li> </ul>                                                                                                          |
| <b>Rosedale St/Stinson Ave Intersection Improvements</b><br><b>2021 Project Budget:</b> \$1,500,000<br><b>Fund:</b> Street Capital (PSRC grant, TIB grant, TIF)<br><b>Objective Nos.:</b> 2 & 3<br><b>Project No.:</b> CSP-1502 | Complete the design, permitting, and construction of approximately 2,700 LF of pavement overlay along Stinson Avenue between Rosedale Street and Pioneer Way. The project will construct a mini roundabout at Stinson/Rosedale and provide an HMA overlay and upgrade the existing non-compliant curb ramps to ADA standards.                          | <ul style="list-style-type: none"> <li>o The contractor received the long-awaited luminaires but were rejected by the City because they were not the approved ones that the contractor submitted on and do not meet the specifications in the Public Works Standards.</li> <li>o Project Completion is not known at this time.</li> </ul>                                                                                                                                                                                                                                                                                                     |
| <b>Annual Pavement Maintenance and Repair</b><br><b>Project Budget:</b> \$2,500,000<br><b>Fund:</b> Street Operating<br><b>Objective No.:</b> 2<br><b>Project No.:</b> CSP-2102                                                 | Perform pavement replacement, pavement repair, or chip sealing of various roadway sections throughout the City, tentatively include 45th St Ct., Briarwood Lane, Pt. Fosdick Dr, Wollochet Dr, Woodhill Drive, the Olympic Dr/Pt Fosdick Dr intersection, and Hollycroft St. Pavement maintenance and repairs include ADA improvements where required. | <ul style="list-style-type: none"> <li>o A Study Session on this project and on the general topic of pavement maintenance was held on 03/31/22.</li> <li>o Staff released the project to bid on May 18th, with a bid opening on June 1st, with contract award by Council on June 27th.</li> <li>o <b>City Council awarded construction contract to Miles Resources on 6/27/22.</b></li> <li>o <b>City staff met on 6/27 to discuss initial public outreach needs</b></li> <li>o Work will be completed during the end of summer or first part of fall</li> <li>o A large public outreach effort will be required for this project.</li> </ul> |

**CAPITAL IMPROVEMENT PROJECT PUBLIC OUTREACH MATRIX**

| PROJECT                                                                                                                                                                              | PROJECT DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | STATUS UPDATE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
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| <b>Mid-Block RRFB Crosswalk System</b><br><b>Project Budget:</b> \$50,000<br><b>Fund:</b> Street Capital<br><b>Objective No.:</b> 6                                                  | This objective will provide for the in-house design, purchase, and in-house construction of mid-block pedestrian crosswalks and the associated rapid-flash beacon system at 50 <sup>th</sup> St. Ct. adjacent to Veterans Memorial Park and along Soundview Drive near Hunt St. <b>(Add Pacific Ave)</b>                                                                                                                                                                                                                                                                                                             | <ul style="list-style-type: none"> <li>o The City has contracted with a surveying firm to collect survey data for the proposed locations.</li> <li>o Survey received late March.</li> <li>o In-house design is anticipated to begin 08/01/22</li> <li>o In-house construction is anticipated to begin 09/01/22 <b>(except the newly added Pacific Ave. location will begin in early August 2022)</b> .</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Burnham Dr Improvements Ph 1A</b><br><b>Project Budget:</b> \$2,200,000<br><b>Fund:</b> Street Capital (HBZ)<br><b>Objective No.:</b> 3<br><b>Project No.:</b> CSP-2003           | Complete the design and permitting associated with approximately 1,400 LF of roadway corridor improvements along portions of Burnham Drive (between 96th Street and the northerly Eagles driveway) where gaps exist. Improvements will be consistent with Alternative 3 as described to City Council in November 2020. This work will also replace the existing 24-inch diameter concrete culvert with a new fish passable culvert (identified separately in Storm Capital). Due to the proximity of these two capital projects, the City will see cost savings by bidding and constructing these projects together. | <ul style="list-style-type: none"> <li>o Due to conflict between stream elevation and the existing gravity sewer pipe, it has been determined that a bridge is the best option for replacing the culvert at 96th Street.</li> <li>o Submitted state, federal, and local permit applications in November 2021.</li> <li>o <b>Consultant is currently working on the final version of the drawings and specifications.</b></li> <li>o Dept. of Fish &amp; Wildlife and Army Corps of Engineers (USACE) accepted and are reviewing the permit applications.</li> <li>o <b>USACE required submission of a mitigation plan for the areas of impact by the wetlands along the east side of the road</b></li> <li>o <b>City Council awarded on 6/27 a contract Amendment #2 for David Evans &amp; Associates to develop a mitigation plan consisting of conserving a portion of the city-owned parcel located just west of the sewer treatment plant (0221064046) and removing invasives from the same parcel.</b></li> </ul> |
| <b>Prentice-Fennimore Half-Width Improvements</b><br><b>Project Budget:</b> \$75,000<br><b>Fund:</b> Street Capital<br><b>Objective No.:</b> 8<br><b>Project No.:</b> CSP-2107       | Complete a topographic survey, conceptual design, and associated cost estimate for half-width frontage improvements between Harbor Ridge Middle School and Peacock Hill Ave. in preparation for possible grant applications in 2022. This phase will take the project to 30% design documents to bid ready.                                                                                                                                                                                                                                                                                                          | <ul style="list-style-type: none"> <li>o With approval from City Council via Resolution, staff applied for a grant on 06/06/22 for construction funds for use in 2023-2024 budget cycle. Funds would be available after July 2023 if awarded.</li> <li>o There are some trees along the alignment that City staff are concerned about. The arborist was on-site to evaluate those trees on 06/23/22. Homeowners that requested to be on-site when the arborist was performing the evaluation on their trees were notified.</li> <li>o Utility locates <b>occurred on 06/13/22</b> .</li> <li>o Potholing, and borings <b>were intentionally delayed until 06/27/22</b> to avoid traffic interruptions during school hours. An announcement <b>has been</b> sent out notifying the neighborhood of this work.</li> </ul>                                                                                                                                                                                                |
| <b>Harbor History Museum Driveway Entrance Revision</b><br><b>Project Budget:</b> \$33,000<br><b>Fund:</b> Street Capital<br><b>Objective No.:</b> 4<br><b>Project No.:</b> CSP-2006 | Revise the sidewalk and driveway grade at the entrance to reduce the large change in grade that exists. This work is proposed to be designed by Engineering Division staff and constructed by Operations Division staff.                                                                                                                                                                                                                                                                                                                                                                                             | <ul style="list-style-type: none"> <li>o City Staff will narrow down options to revise the grade of the driveway in summer 2022 so construction can occur in late summer 2022.</li> <li>o Survey received late March.</li> <li>o The Museum has a prescheduled event on 08/20/22 that staff and the Operations crew will work around.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| <b>WATER PROJECTS</b>                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

**CAPITAL IMPROVEMENT PROJECT PUBLIC OUTREACH MATRIX**

| PROJECT                                                                                                                                                                                      | PROJECT DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | STATUS UPDATE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
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| <b>Emergency Water Intertie - Canterwood Blvd</b><br><b>Project Budget:</b> \$547,000<br><b>Fund:</b> Water Capital<br><b>Objective No.:</b> 2<br><b>Project No.:</b> CSP-1918               | Complete the design, then construct the water main (approx. 1,600 LF) along Canterwood Blvd between St. Anthony's hospital and Baker Way and associated emergency water intertie with an adjacent water purveyor to provide a redundant water source in the event of an emergency.                                                                                                                                                                                                                                                      | <ul style="list-style-type: none"> <li>o City Staff has restarted the design with Carollo to start up the design of the intertie again to serve the hospital.</li> <li>o The City is coordinating a minimized emergency scope with St. Anthony's and Washington Water Company.</li> <li>o A meeting was held with Washington Water on 05/10/22.</li> <li>o Staff has met with the St. Anthony Hospital to review the project status.</li> <li>o Washington Water Company has notified the City that they have received an application from a proposed preliminary plat on the west side of Canterwood Blvd. for water service. To avoid parallel water mains in Canterwood Blvd. staff is working with Washington Water and Carollo to determine if the location of the intertie should be moved south of Baker Way where the current plan has it located. Public Works will be talking to the City Attorney on possible options for this on the legal side.</li> </ul> |
| <b>Reid Dr (55th St Ct) Water Main Improvements</b><br><b>Project Budget:</b> \$300,000<br><b>Fund:</b> Water Capital<br><b>Objective No.:</b> 4<br><b>Project No.:</b> CWP-2208             | This project will replace an aging, deep PVC water main with a new 8-inch water main located along 55th St. Ct. east of Reid Dr. that currently has insufficient valve controls.                                                                                                                                                                                                                                                                                                                                                        | <ul style="list-style-type: none"> <li>o In-house design is moving toward 90% documents.</li> <li>o Staff anticipates advertising for bids in July 2022.</li> <li>o Staff is aware that 55th St Ct. is located within a tax title parcel and has been working with the County to determine the process for permits, if any, and notifications for the project.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Well #3 Emergency Repair</b><br><b>2021 Fund:</b> Unbudgeted<br><b>Project No.:</b> CWP-2009                                                                                              | Design, permitting and construction of replacement Well #3A on the same site as the existing Well #3.                                                                                                                                                                                                                                                                                                                                                                                                                                   | <ul style="list-style-type: none"> <li>o Construction completed and the Well was fully operational on June 30, 2021.</li> <li>o City addressing Dept. of Health (DOH) review comments in order to receive final approval.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>WASTEWATER PROJECTS</b>                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>LS#6 (Ryan St) Replacement</b><br><b>Project Budget:</b> \$1,400,000<br><b>Fund:</b> Wastewater Capital<br><b>Objective No.:</b> 5<br><b>Project No.:</b> CSSP-1706                       | Complete construction of the replacement sewer lift station.                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <ul style="list-style-type: none"> <li>o Construction in progress with anticipated completion in August 2022.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>LS#12 (Woodhill Drive) Rehabilitation</b><br><b>Project Budget:</b> \$2,839,000<br><b>Fund:</b> Wastewater Capital<br><b>Objective No.:</b> 2<br><b>Project No.:</b> CSSP-2005            | Complete upgrade and replacement of the sewer lift station structural, mechanical, and electrical systems.                                                                                                                                                                                                                                                                                                                                                                                                                              | <ul style="list-style-type: none"> <li>o Construction in progress with anticipated completion in November 2022.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Murphy's Landing Marina Navigation Channel Dredging</b><br><b>Project Budget:</b> \$25,000<br><b>Fund:</b> Wastewater Capital<br><b>Objective No.:</b> 8<br><b>Project No.:</b> CSSP-1919 | In partnership with Murphy's Landing Marina, design and permit a bid ready set of contract documents for the removal of a portion of infill sedimentation that has occurred throughout the years, and will continue to do so, within the marina navigation channel.<br><br>NOTE: This work first required an agreement with the Marina noting that all construction costs for the channel dredging will be the sole responsibility of the Marina, and the City will NOT participate in any construction or long-term maintenance costs. | <ul style="list-style-type: none"> <li>o The City's obligation is to complete design, submit permit applications, and manage submissions until permit approval.</li> <li>o In accordance with clause 2.1 of agreement between City and Murphy's Landing, City provided opportunity for Murphy's Landing board members to review and comment on design and permit documents</li> <li>o Permit submission process completed April 26, 2022. City Planning Division requested a Habitat Management Plan related to site conditions.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                             |

**CAPITAL IMPROVEMENT PROJECT PUBLIC OUTREACH MATRIX**

| PROJECT                                                                                                                                                                                            | PROJECT DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                  | STATUS UPDATE                                                                                                                                                                                                                                                                                                                                        |
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| <b>Wastewater Treatment Plant Digester Upgrades</b><br><b>Project Budget:</b> \$150,000<br><b>Fund:</b> Wastewater Capital<br><b>Objective:</b> 9                                                  | The current centrifuge operation contributes a high 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. These improvements should have positive results in increased centrifuge capacity and plant efficiency. A side benefit would be a potential reduction in power costs for a reduced blower and centrifuge runtime. | <ul style="list-style-type: none"> <li>o The City's consultant APG-Neuros is performing the design work.</li> <li>o Currently at <b>90%</b> design.</li> <li>o Construction completion is subject to design and material availability.</li> </ul>                                                                                                    |
| <b>STORMWATER PROJECTS</b>                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                      |
| <b>Burnham Dr Culvert Replacement (at 96<sup>th</sup> St)</b>                                                                                                                                      | Due to the proximity of the Burnham Dr Improvements Ph 1A capital project, the City will see cost savings by bidding and constructing these two projects together. The culvert portion of work will replace the existing 24-inch diameter concrete culvert with a new fish passable culvert (identified separately in Storm Capital).                                                                                                                                | See Burnham Dr Improvements Ph 1A for project updates.                                                                                                                                                                                                                                                                                               |
| <b>OTHER DEPARTMENT TASKS</b>                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                      |
| <b>Utility Rate Studies 2022</b><br><b>Project Budget:</b> \$40,000 (Storm, Water, Wastewater)<br><b>Fund:</b> Storm Operating, Water Operating, Wastewater Operating<br><b>Objective:</b> 3, 5, 2 | Perform a study to review each utility's existing rates and charges, review the forecasted revenues, and assess against the respective planned capital projects.                                                                                                                                                                                                                                                                                                     | <ul style="list-style-type: none"> <li>o Staff and the Consultant presented the initial review of existing and proposed general facilities charges at the Council Study Session <b>later in 2022</b>.</li> <li>o Staff and the Consultant will be presenting proposed monthly rate adjustments at a Council Study Session in spring 2022.</li> </ul> |