

AGENDA
GIG HARBOR CITY COUNCIL MEETING
Monday, October 10, 2022 – 5:30 p.m.
Council Chambers

This meeting may also be accessed through Zoom at <https://zoom.us/j/93216056382> or by calling (253) 215-8782 and entering Meeting ID 932 1605 6382. Please see the Public Comment & Decorum section at the end of this agenda for information on options to make public comment.

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

LAND ACKNOWLEDGMENT

Before we begin this Council Meeting we would like to recognize that we are gathered on not only the ancestral and traditional lands of the sx̣wəbabč band of the Puyallup Tribe of Indians, but also on the site of one of the largest and longest standing historic villages of the people, the original inhabitants of the Gig Harbor area.

CHANGES TO THE AGENDA

CONSENT AGENDA

1. City Council Minutes

Documents:

[City Council Retreat Minutes - September 22, 2022.pdf](#)
[City Council Minutes - September 26, 2022.pdf](#)
[City Council Study Session Minutes - September 29, 2022.pdf](#)

2. Confirmation of Appointment of Guy Hoppen and Reappointment of Larry Bradbury to the Design Review Board

Documents:

[AGENDA BILL Design Review Board Appointments.pdf](#)

3. Approval of Police Data Sharing Agreement with Pierce County

Documents:

[AGENDA BILL Crime Data Sharing Agreement.pdf](#)

4. Approval of Payroll for the Month of September

Checks #8371 through #8372 and direct deposit transactions in

the total amount of \$505,859.93.

5. Approval of Vouchers

Check numbers 98885 through 98994 and ACH payments in the amount of \$2,694,916.20.

PRESENTATIONS

1. Recognition of “Our Fisherman, Our Guardian” Honoring Committee

Documents:

[Mark Anderson Cert of Appreciation.pdf](#)
[Nick Markovich Cert of Appreciation.pdf](#)
[Tina Shoemaker Cert of Appreciation.pdf](#)
[Charlee Glock-Jackson Cert of Appreciation.pdf](#)
[Dr. Linda Pitcher Cert of Appreciation.pdf](#)
[Gary Williamson Cert of Appreciation.pdf](#)
[Lita Dawn Stanton Ancich Cert of Appreciation.pdf](#)

2. Proclamation Honoring the Gig Harbor Canoe & Kayak Racing Team for Winning the 2022 ACA Sprint National Championships

Documents:

[Gig Harbor Canoe and Kayak Racing Team Proclamation.pdf](#)

3. Gig Harbor Senior Center Presentation – Joyce Schultz and Dr. Julie Ann Gustanski

Documents:

[Gig Harbor Senior Center Presentation.pdf](#)

MAYOR'S REPORT

CITY ADMINISTRATOR'S REPORT

PUBLIC COMMENT ON NON-AGENDA ITEMS

Documents:

[Public Comment on Non-Agenda Items.pdf](#)

NEW BUSINESS

1. Acceptance of Bid - Patrol Car Purchase

Suggested Motion: Move to approve purchase of two 2022 Ford Utility Hybrid Police Patrol Vehicle from _____.

- a) Report: City Administrator Katrina Knutson
- b) Clarifying questions from Council
- c) Public comment

d) Council deliberation and action

Documents:

[AGENDA BILL Acceptance of Bid - Patrol Car Purchase.pdf](#)

2. Ordinance 1499 Revising Chapter 2.47 of the Gig Harbor Municipal Code Requiring an Oath of Office for Police Officers

Suggested Motion: Move to approve Ordinance 1499.

- a) Report: City Clerk Josh Stecker
- b) Clarifying questions from Council
- c) Public comment
- d) Council deliberation and action

Documents:

[AGENDA BILL Ordinance 1499.pdf](#)

3. Ordinance 1500 Creating Gig Harbor Municipal Code Chapter 2.55 Relating to Surplus Property

Suggested Motion: Move to approve Ordinance 1500.

- a) Report: City Clerk Josh Stecker
- b) Clarifying questions from Council
- c) Public comment
- d) Council deliberation and action

Documents:

[AGENDA BILL Ordinance 1500.pdf](#)

COUNCIL REPORTS / COMMENTS

ANNOUNCEMENT OF UPCOMING MEETINGS

Documents:

[City Meetings Calendar.pdf](#)

[City of Gig Harbor Two-Year Strategic Plan 2022-2023.pdf](#)

ADJOURN

PUBLIC COMMENT & DECORUM

The City Council desires to allow a maximum opportunity for public comment.

However, the business of the City must proceed in an orderly, timely manner. The purpose of a Council meeting is to conduct the City's business; it is not a public forum.

Speakers will be allotted 3 minutes per individual, unless revised by the Mayor. In-person comments shall be made from the microphone, first giving the speaker's

name and address. When there are 30 seconds remaining, a yellow light will alert you to summarize your comments. At the end of your comments, the light will turn red and you will hear a beep signifying the end of your comment period. Anyone making “out of order” comments may be subject to removal from the meeting.

Public comment may be made remotely via Zoom or by phone during designated portions of the meeting. To speak during the meeting, press the Raise Hand button near the bottom of your Zoom window or press *9 on your phone. Please refrain from raising your hand until the Mayor has announced that she has opened the public comment portion of the meeting. Your name or the last three digits of your phone number will be called out when it is your turn to speak. When using your phone to call in, you may need to press *6 to unmute yourself. All speakers will have up to three minutes to speak.

Instead of making oral comment, written comments may be submitted to the City Clerk at cityclerk@gigharborwa.gov at least 4 hours in advance of the meeting start time. Written comments must include the words “FOR PUBLIC COMMENT” in the subject line of the email and must be able to be read within the 3-minute time limit. Persons submitting written comments must include their name and address with their comments. All written comments submitted in this manner will be included in the online packet for the meeting and will be forwarded to the Mayor and councilmembers for their review. Written comments will be read aloud during the meeting upon the request of the commenter.

All remarks shall be addressed to the Council as a body and not to any specific councilmember. All speakers shall be courteous in their language and deportment and shall not engage in or discuss or comment on personalities or indulge in derogatory remarks or insinuations with regard to any councilmember, the Mayor, or any member of the staff or the public.

There will be no demonstrations during or at the conclusion of any public comment. These guidelines are intended to promote an orderly system of holding a public meeting, to give every person an opportunity to be heard and to ensure that no individuals are embarrassed by voicing their opinions.

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 or (253) 853-7613 at least 24 hours prior to the meeting.

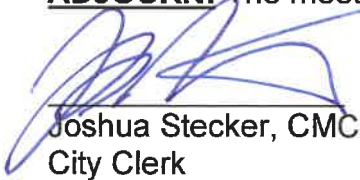
MINUTES FOR GIG HARBOR CITY COUNCIL RETREAT
Thursday, September 22, 2022 – 2:00 p.m.
Virtual Meeting

CALL TO ORDER / ROLL CALL: Mayor Markley called the meeting to order at 2:04 p.m. Councilmembers Barber, Denson, Henderson, Lykins, Rodenberg, Storset and Woock were present.

RETREAT DISCUSSION: With the assistance of facilitator Marilynne Beard, Council reviewed follow-up comments from the September 8 City Council meeting and provided feedback to City Administrator Katrina Knutson on a draft Code of Conduct for Council Guidelines and Procedures. Council will further discuss updates to the Guidelines and Procedures at a study session in November.

Marilynne Beard also provided Council with guidance on how to manage conflicts.

ADJOURN: The meeting adjourned at 4:50 p.m.



Joshua Stecker, CMC
City Clerk

MINUTES FOR GIG HARBOR CITY COUNCIL MEETING
Monday, September 26, 2022 – 5:30 p.m.
Virtual Meeting

CALL TO ORDER / ROLL CALL: Mayor Markley called the meeting to order at 5:30 p.m. Councilmembers Barber, Denson, Henderson, Lykins, Rodenberg, Storset and Woock were present.

CONSENT AGENDA:

1. City Council Minutes - City Council Retreat Minutes - September 8, 2022; City Council Minutes - September 12, 2022; City Council Study Session Minutes - September 15, 2022
2. Purchase Order for Odor Control Media with PureAir Filtration for WWTP Odor Control Units
3. Professional Services Contract with Seattle's Finest Security & Traffic Control, LLC, for Court Security
4. Approval of Vouchers - Check numbers 98780 through 98884 and ACH payments in the amount of \$551,039.20.

MOTION: Move to approve the Consent Agenda (Rodenberg/Henderson).

VOTE: Unanimously approved.

PRESENTATIONS: Jason Gauthier, South Sound Housing Affordability Partnership Executive Director, presented a draft 2023 legislative agenda for Council's review and comments.

EXECUTIVE SESSION: Council entered into executive session at 5:55 p.m. to discuss the acquisition of real estate per RCW 42.30.110(1)(b). The Mayor announced that the executive session would last for 10 minutes and action may be taken following the executive session.

The executive session was extended an additional 10 minutes at 6:06 p.m.

The executive session was extended an additional 5 minutes at 6:16 p.m.

Council returned to regular session at 6:21 p.m.

MOTION: Move to authorize the Mayor to amend and sign a purchase and sale agreement for the Shaw/Peschek property in accordance with the terms discussed in executive session (Denson/Woock).

VOTE: Unanimously approved.

MAYOR'S REPORT: Mayor Markley reported on attending the AWC Mayors' Convention. Mayor Markley also reported on upcoming events to celebrate the acquisition of conservation property adjacent to the Wastewater Treatment Plant and the opening of the Eddon Boat Park Brick House.

CITY ADMINISTRATOR'S REPORT: Katrina Knutson reported on the City closing on the purchase of conservation property above Donkey Creek Park and the City partnering with Peninsula School District on producing calendars. She also reported on the employee mini golf event and staff attending a Rainiers game.

PUBLIC COMMENT ON NON-AGENDA ITEMS: Thomas Wick commented on public records requests.

NEW BUSINESS:

1. **Ordinance 1498 Repealing Section 2.04.020 of the Gig Harbor Municipal Code Related to Study Sessions** – City Clerk Josh Stecker introduced the ordinance which removes provision for regular study sessions from the GHMC.

MOTION: Move to approve Ordinance 1498 (Rodenberg/Lykins).

VOTE: Unanimously approved.

2. **Professional Services Contract with Peterson Structural Engineers, Inc. for Austin Estuary Monument Foundation Engineering** – Public Works Director Jeff Langhelm presented the contract which provides for additional work required to complete the installation of the Honoring Symbol at Austin Park.

MOTION: Move to approve and authorize the Mayor to execute a Professional Services Contract with Peterson Structural Engineers, Inc. in an amount not to exceed \$2,850.00 (Henderson/Storset).

VOTE: Unanimously approved.

3. **Vendor Agreement between Pierce County and City of Gig Harbor for the Low Income Home Water Assistance Program (LIHWAP)** – Public Works Director Jeff Langhelm presented the agreement which allows residents to take advantage of low income home water assistance.

MOTION: Move to authorize the City Administrator to execute and sign a vendor agreement with Pierce County with a revised end date of September 30, 2023 (Rodenberg/Barber).

VOTE: Unanimously approved.

4. **First Reading and Adoption of Ordinance 1496 Amending the City's Personnel Salary Schedule** – Interim HR Director Shannon Costanti introduced the ordinance which adds a salary range for the Property and Evidence Technician classification.

MOTION: Move to approve Ordinance 1496 (Barber/Lykins).

VOTE: Unanimously approved.

COUNCIL REPORTS / COMMENTS: Councilmember Storset reported on LTAC grant award recommendations. Councilmember Woock reported on recent PCRC and PSRC meetings. Councilmember Rodenberg reported working with the Chamber of Commerce on a business accelerator program.

ADJOURN: The meeting adjourned at 7:08 p.m.



Joshua Stecker, CMC
City Clerk

MINUTES FOR GIG HARBOR CITY COUNCIL STUDY SESSION
Thursday, September 29, 2022 – 2:00 p.m.
Virtual Meeting

CALL TO ORDER / ROLL CALL: Mayor Markley called the meeting to order at 2:03 p.m. Councilmembers Barber, Henderson, Lykins, Rodenberg, Storset, and Woock were present. Councilmember Denson joined the meeting late.

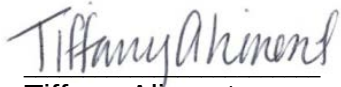
DISCUSSION ITEMS:

1. **Introduction of Design Review Board Appointees** – Mayor Markley introduced her DRB appointees, Guy Hoppen and Larry Bradbury, to Council and thanked them both for their willingness to serve. Mr. Hoppen and Mr. Bradbury addressed the Council and answered questions.
2. **2023-24 Budget Process Overview** – Finance Director Dave Rodenbach provided Council with a PowerPoint presentation on the upcoming budget process and addressed questions and concerns. Public Works Director Jeff Langhelm and City Administrator Katrina Knutson also addressed Council questions.

Council inquired about the Employee Engagement Survey. Results will be shared once available.

To compete in the current job market, City Administrator Katrina Knutson requested temporary authority to hire new employees above the mid-point, if warranted, without having to secure Council approval. Council supports this for a 6-month period.

ADJOURN: The meeting adjourned at 3:53 p.m.


Tiffany Alment
Assistant City Clerk



**City of Gig Harbor
City Council Meeting Agenda Bill**

Meeting Date: October 10, 2022

SUBJECT: Confirmation of Appointment of Guy Hoppen and Reappointment of Larry Bradbury to the Design Review Board.

SUBMITTED BY: Tiffany Aliment, Assistant City Clerk

DEPARTMENT: Administration

PHONE: 851-6137

SUGGESTED MOTION: Move to confirm the appointment of Guy Hoppen and reappointment of Larry Bradbury to the Design Review Board with terms expiring September 30, 2025.

BACKGROUND INFORMATION: Staff received three applications for two vacancies on the Design Review Board. One application was submitted by an existing member. The Mayor has elected to appoint Guy Hoppen and reappoint Larry Bradbury to the Design Review Board.

FISCAL CONSIDERATION: None.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION: N/A

ATTACHMENTS: None.

STRATEGIC PLAN PRIORITY: Maintain small town character and historic preservation while growing responsibly



**City of Gig Harbor
City Council Meeting Agenda Bill**

Meeting Date: October 10, 2022

SUBJECT: Approval of Police Data Sharing Agreement with Pierce County

SUBMITTED BY: Kelly Busey

DEPARTMENT: Police

PHONE: (253) 853-2422

SUGGESTED MOTION: Move to authorize Chief of Police to execute crime data sharing agreement with Pierce County Finance/IT Department.

BACKGROUND INFORMATION: The Pierce County Finance Department is requesting access to crime data generated by the Gig Harbor Police Department for the purpose of research and evaluative and statistical activities related to Pierce County's regional criminal justice data analysis initiative. This data is already being collected and stored within the South Sound 911 shared records management system.

The data will be used to produce internal reports for policymakers on trends in crime and crime type over time; spatial patterns in crime (hotspots); and relationships of crime to other factors (demographics and other spatial datasets). Once completed, the Finance Department will provide each participating jurisdiction with these reports. Summarized reports/findings may be used in support of public-facing reporting or decision support materials.

Pierce County will not use the data for any other purpose and will not share the data with any other party without the express written consent of Gig Harbor Police Department.

FISCAL CONSIDERATION: None.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION: None.

ATTACHMENTS:

1. Data Sharing Agreement
 2. Regional Crime Data Sharing Agreement Letter
-

STRATEGIC PLAN PRIORITY: Ensure sustainable future for public services and facilities

**DATA SHARING AGREEMENT # CC-
FOR REGIONAL CRIME DATA
BETWEEN
GIG HARBOR POLICE DEPARTMENT
AND
PIERCE COUNTY FINANCE DEPARTMENT**

September 28, 2022

PURPOSE

The purpose of this agreement is to authorize access to crime data provided by Gig Harbor Police Department to the Pierce County Finance Department ("Pierce County") for the purpose of research and evaluative and statistical activities related to Pierce County's regional criminal justice data analysis initiative.

DATA DESCRIPTION

The data to be shared is crime incident data retained by South Sound 911. The data will be exported from South Sound 911's dispatch system by the Pierce County Sheriff Department's Crime Analyst as authorized by Gig Harbor Police Department under this agreement.

The data includes records of each offense associated with a single incident reported in dispatch data.

Data elements include:

- IncNum (incident number)
- Offense
- Date
- XCoord
- YCoord
- Domestic Violence
- Dist_Name (Patrol District Group or jurisdictional equivalent)
- CB (Patrol Block or jurisdictional equivalent)
- Patrol District (or jurisdictional equivalent)

The data will not include any personally identifying information but will include location data.

The data should be from 2016 to the current date, and due to the possibility of old data changing over time, each export should contain all data for the full date range.

The data will be exported quarterly.

DATA FORMAT

The data will be provided in an Excel spreadsheet.

METHOD OF ACCESS

On a quarterly basis, the Pierce County Sheriff Department's Crime Analyst will export the data into Excel format and store the resulting data file in a secure folder. The Information Technology Division of the Pierce County Finance Department will use extract-transform-load (ETL) software to transfer the data from the

secure folder to their Redshift database, housed in the Amazon Web Services (AWS) GovCloud infrastructure-as-a-service environment. The data will then be directly accessed for the described purpose.

USE OF DATA

The data will be used to produce internal reports for policymakers on:

- Trends in crime and crime type over time
- Spatial patterns in crime (hotspots)
- Relationships of crime to other factors (demographics and other spatial datasets)

Summarized reports/findings may be used in support of public-facing reporting or decision support materials.

Pierce County will not use the data for any other purpose and will not share the data with any other party without the express written consent of Gig Harbor Police Department.

ACCESS TO DATA

The raw data will be accessed only by Pierce County data analysts who have passed background checks and Criminal Justice Information System (CJIS) training. Domain Administrators within the Information Technology Division (IT) shall have such access to the files or databases in which the data may be stored as is necessary for the performance of their duties in the role of Domain Administrator. "Domain Administrator" is a role within the IT organization that requires access to all files and databases in the IT organization's network for data management and security purposes. Domain Administrators will only have access to the files and databases containing data identified in this agreement while they occupy the role of Domain Administrator.

The reports produced using the data will be accessible to internal Pierce County staff and may be used in support of public-facing reporting or decision support materials.

DATA SECURITY

The data will be stored in a database within Pierce County's AWS GovCloud infrastructure-as-a-service environment that meets CJIS information security standards. Access will be limited to the least number of staff needed to complete the purpose of this agreement.

Pierce County shall take due care and take reasonable precautions to protect Gig Harbor Police Department data from unauthorized physical and electronic access.

Pierce County represents they are in receipt of, and are familiar with, the provisions of chapter 10.97 RCW, and 28 C.F.R. Pt. 22, including provisions for sanctions at 28 C.F.R. § 22.24(c) and 28 C.F.R. § 22.29.

DATA WARRANTY DISCLAIMER

Gig Harbor Police Department makes no warranty or representation whatsoever regarding the accuracy, completeness, or usefulness of the data for the purpose identified.

LIABILITY DISCLAIMER

Gig Harbor Police Department shall have no liability for, and Pierce County shall hold Gig Harbor Police Department harmless from, any and all liability, damages, expenses, causes of action, suits, claims, costs,

fees, penalties, or judgments of any kind, including all expenses of litigation, court costs, and attorney's fees that arise from the provision of the data to the County.

AMENDING OR ALTERING THE AGREEMENT

The Parties may amend this Agreement by mutual agreement. Such amendments are not binding unless in writing and signed by the persons authorized to bind each of the Parties.

TERM OF THE AGREEMENT AND TERMINATION PROCESS

This agreement is effective upon signature ("Effective Date") and terminates the earlier of two (2) years after the Effective Date or:

- a. Any party may terminate this Agreement effective as of the end of any calendar quarter, provided the terminating Party gives written notice of termination to the other Party at least thirty (30) days before the end of the quarter.
- b. Any party may terminate this Agreement for cause after another Party has failed to cure a material breach, provided the terminating Party gives the other Party written notice of breach and provides at least fourteen (14) days' notice for the other Party to cure the breach.

Upon termination of this Agreement by either party, Pierce County shall ensure that all data supplied by Gig Harbor Police Department as described herein is removed and destroyed in a secure manner within sixty (60) days.

ACKNOWLEDGEMENT

By signing below, the parties acknowledge their role and responsibilities pursuant to this agreement and have executed this agreement on the day and year last specified below.

Gig Harbor Police Department

Kelly Busey, Chief of Police

Date

Pierce County Finance Department

Peter Barlow, Assistant Director of Information Technology

Date



Pierce County

Information Technology A Division of the Finance Department

1102 Broadway, Suite 101
Tacoma, Washington 98402-3526
(253) 798-7476 FAX (253) 798-6622

Gary Robinson
Director

September 28, 2022

Chief of Police, Kelly Busey
City of Gig Harbor
kbusey@gigharborwa.gov

Dear Chief Busey:

In 2020, the Pierce County Finance Department began a comprehensive analysis of trends and patterns of crime in the County. The first phase of this work focused on the unincorporated areas of the County that are served by the Pierce County Sheriff's Department.

So that a more comprehensive analysis can be completed for the whole County, we are asking for your authorization to receive crime data for your jurisdiction that is already maintained by South Sound 911 and available to the Sheriff's Department.

The data will be used to analyze and produce reports on:

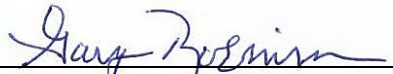
- Trends in crime and crime types;
- Geographic patterns in crime; and
- The relationship of crime to factors, such as geographic area and demography.

Once completed, the Finance Department will provide each participating jurisdiction with these reports.

In order for the Sheriff's Department to provide the Finance Department with data for your jurisdiction, we will need to have authorization acknowledged through the completion of the enclosed data sharing agreement. We hope that by October 28, 2022, you will be able to return an agreement to the Finance Department at harold.mcneal@piercecounitywa.gov.

If you have any questions, contact Peter Barlow, Assistant Director, at Peter.Barlow@piercecounitywa.gov or by phone at (253) 798-8940.

Sincerely,


Gary Robinson, Finance Director


Peter Barlow, Assistant Director

Enclosure: Data Sharing Agreement

CERTIFICATE of Appreciation

As Mayor of Gig Harbor, Washington, I'd like to extend the highest appreciation,
on behalf of myself and City Council, to

Mark Anderson

for his tireless efforts to honor the ancestral homelands of the sḵʷəbabš people by
working to facilitate the creation and installation of
“*Our Fisherman, Our Guardian*”, an honoring symbol.

Given this 10th day of October, 2022.

Tracie Markley, Mayor



“THE MARITIME CITY”

CERTIFICATE of Appreciation

As Mayor of Gig Harbor, Washington, I'd like to extend the highest appreciation,
on behalf of myself and City Council, to

Nick Markovich

for his tireless efforts to honor the ancestral homelands of the sḵʷəbabš people by
working to facilitate the creation and installation of
“*Our Fisherman, Our Guardian*”, an honoring symbol.

Given this 10th day of October, 2022.

Tracie Markley, Mayor



“THE MARITIME CITY”

CERTIFICATE of Appreciation

As Mayor of Gig Harbor, Washington, I'd like to extend the highest appreciation,
on behalf of myself and City Council, to

Tina Shoemaker

for her tireless efforts to honor the ancestral homelands of the sx̣wəbabš people
by working to facilitate the creation and installation of
"Our Fisherman, Our Guardian", an honoring symbol.

Given this 10th day of October, 2022.

Tracie Markley, Mayor



"THE MARITIME CITY"

CERTIFICATE of Appreciation

As Mayor of Gig Harbor, Washington, I'd like to extend the highest appreciation,
on behalf of myself and City Council, to

Charlee Glock-Jackson

for her tireless efforts to honor the ancestral homelands of the sx̣wəbabš people
by working to facilitate the creation and installation of
"Our Fisherman, Our Guardian", an honoring symbol.

Given this 10th day of October, 2022.

Tracie Markley, Mayor



"THE MARITIME CITY"

CERTIFICATE of Appreciation

As Mayor of Gig Harbor, Washington, I'd like to extend the highest appreciation,
on behalf of myself and City Council, to

Dr. Linda Pitcher

for her tireless efforts to honor the ancestral homelands of the sx̣wəbabš people
by working to facilitate the creation and installation of
“*Our Fisherman, Our Guardian*”, an honoring symbol.

Given this 10th day of October, 2022.

Tracie Markley, Mayor



“THE MARITIME CITY”

CERTIFICATE of Appreciation

As Mayor of Gig Harbor, Washington, I'd like to extend the highest appreciation,
on behalf of myself and City Council, to

Gary Williamson

for his tireless efforts to honor the ancestral homelands of the sḵʷəbabš people by
working to facilitate the creation and installation of
“*Our Fisherman, Our Guardian*”, an honoring symbol.

Given this 10th day of October, 2022.

Tracie Markley, Mayor



“THE MARITIME CITY”

CERTIFICATE of Appreciation

As Mayor of Gig Harbor, Washington, I'd like to extend the highest appreciation,
on behalf of myself and City Council, to

Lita Dawn Stanton Ancich

for her tireless efforts to honor the ancestral homelands of the sx̣wəbabš people
by working to facilitate the creation and installation of
"Our Fisherman, Our Guardian", an honoring symbol.

Given this 10th day of October, 2022.

Tracie Markley, Mayor



"THE MARITIME CITY"

PROCLAMATION OF THE MAYOR OF THE CITY OF GIG HARBOR

Honoring the Gig Harbor Canoe & Kayak Racing Team for Winning the 2022 ACA Sprint National Championships

WHEREAS, the 2022 ACA Sprint National Championships were held August 2-5 in Clermont County, Ohio; and

WHEREAS, the team championship is determined based on how members perform in races of singles, doubles, and fours; and

WHEREAS, combined points for the entire team determines the national champion and teams earn points for finishing in the top seven of each race; and

WHEREAS, the Gig Harbor Canoe & Kayak Racing Team took first in the Bantam (under 14), Juvenile (U-16), and Junior (U-18) age groups; and

WHEREAS, the Gig Harbor Canoe & Kayak Racing Team outperformed 17 other teams from around the country with a total of 995.25 points and took home the championship.

NOW, THEREFORE, BE IT RESOLVED THAT, I, Tracie Markley, Mayor, City of Gig Harbor, do hereby recognize the Gig Harbor Canoe & Kayak Racing Team's accomplishment of coming in first place at the 2022 ACA Sprint National Championships and thank them for the honor they have brought to the City of Gig Harbor.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City of Gig Harbor to be affixed this 10th day of October, 2022.

Tracie Markley, Mayor



Gig Harbor Senior Center

EMPOWERING SENIORS TO THRIVE



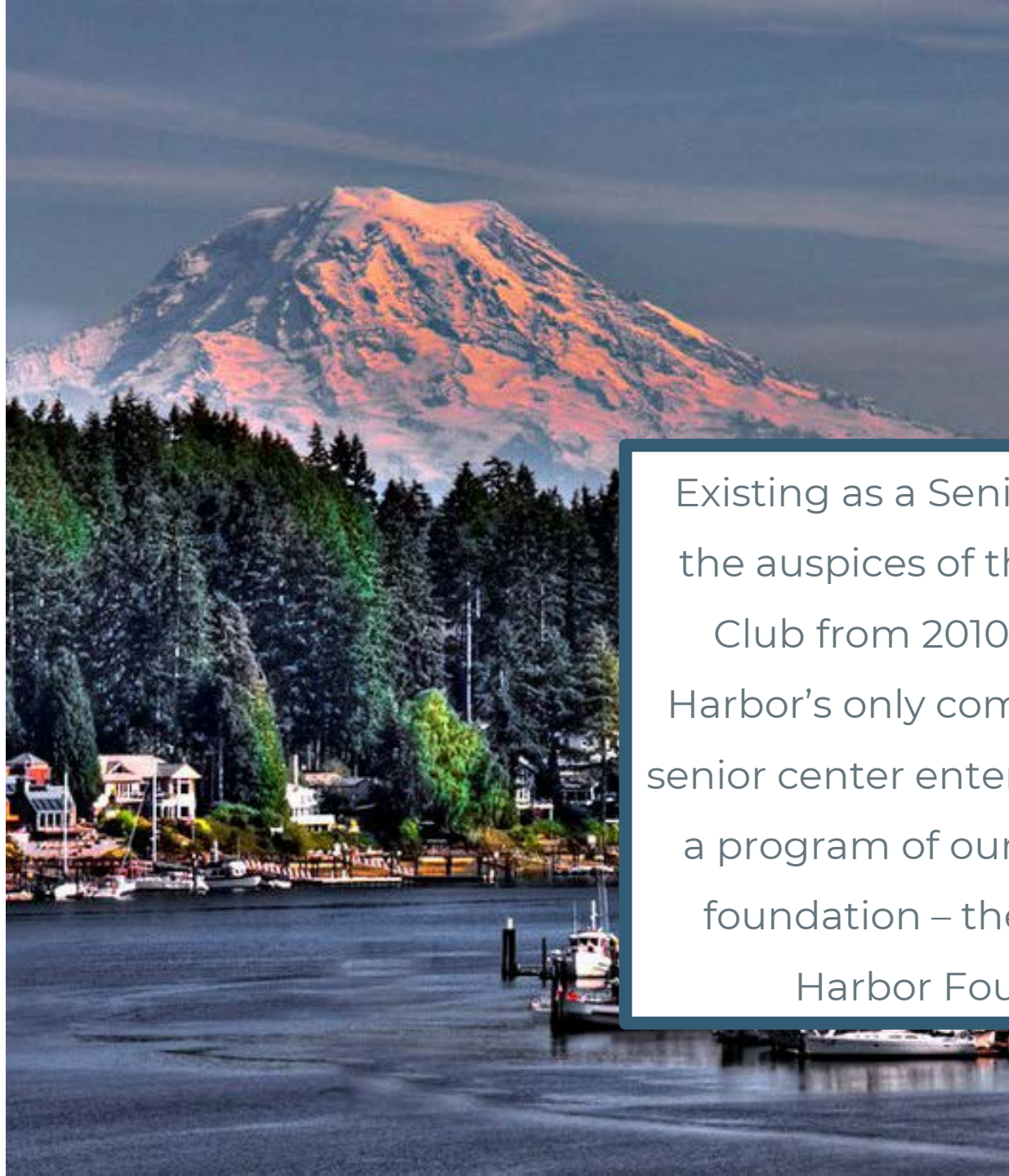
Building, Bridging, Enriching!

Gig Harbor Senior Center

MAY 2019

▲ A NEW
LIFE

Existing as a Senior Club, under the auspices of the Boys & Girls Club from 2010 to 2019, Gig Harbor's only community-based senior center entered a new life as a program of our community's foundation – the Greater Gig Harbor Foundation



COMMITMENT

Nearly all things require a village...
Sometimes a BIG village, sometimes
just a small village with amazing
commitment!



GHSC's Purpose

MISSION

To provide a vibrant gathering place for community seniors that inspires and supports participation in all aspects for community life by offering opportunities for social interaction, recreation, education and wellness.

VISION

Empowering seniors to thrive!



2022 GHSC Board of Directors



Joyce Schultz, GHSC Chair



Judson Morris, GGHF President



Jim Franich



Dr. Julie Ann Gustanski,
GGHF President Emeritus



Kathy Richardson



Chris Thompson



Jen Santori

GGHF/GHSC Staff & a Fraction of Our Supporting Volunteers (2021-22)



Lucy Rau, Program Director



Ariel Gustanski, GGHF COO



Toni Gillespie, Office Manager



Royann Gurley, Tai Chi Instructor



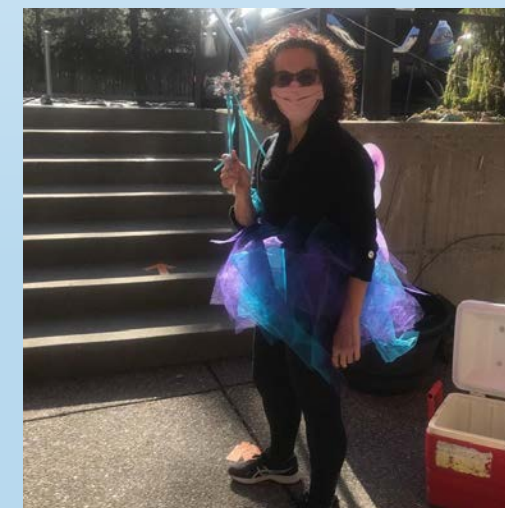
Community Franks Team



Shamrockin Support
(more than 30 total volunteers)



Center Support Volunteers
(~ 6 volunteers weekly)



Meals Volunteer
(more than 50 total volunteers)

GHSC's 3-year History in a Nutshell

May 2019

- Former “Senior Club” officially forms as a 501c3 under the Greater Gig Harbor Foundation

2019 Highlights

- GHSC Core Area Board (CAB) organizes
 - Supported and guided by Senior Club director of 9 years, Joyce Schultz & former Club members
- Bylaws, operational structure and budget created
- GGHF support team organized (admin, communications, fund development)
- First **Strategic Plan** developed – August 2019
- Interim location identified and first staff hired
- Programs re-boot and evolve, regular newsletter begins
- Membership grows from less than 90 to 125

March 2020

- Global COVID-19 pandemic forces center's physical closure

March 2020 – March 2021

- GHSC pivots and adapts programs to continue services to area seniors



March 2020 – July 2021

Programs and Services shift to assure community seniors are safe, healthy and basic needs are met.

- Shelter in Place Meals (SIP'M)
- SYSCO partnership - distributed about 10.5 tons of food to area seniors and families in need
- Pierce County Fresh Produce Program
- Vaccination partnership with VMCHI Franciscan
- Grocery Giveaway partnership with Pierce County
- Vaccination Appointments
- Pick Up 'n Go Lunches
- Silver Shoppers Service
- Hospitality Check-Ins
- Technology Tutorials & On-line Programs





10,000+ MEALS DELIVERED

While our doors physically closed during the height of COVID, our volunteers, staff and community worked hard to make sure we were still able to **provide services** to our community's 60 and better.

From April 2020 – April 2021 the GHSC **delivered over 10,000 meals to some 200+ seniors weekly**, at \$0 cost to them.

2021 – GHSC Reopens & Grows

- **January – June**

- Post Covid-19 pandemic planning
 - Program Enrichment Committee formed
 - Strategic planning for core fundraising events
 - INDULGE ~ a Sip & Savor Experience and Shamrock'n' the Harbor (5k/12k walk/run)

- **July - December**

- Reopen Senior Center to activities July 7th
- Resume programs and activities
 - 2x/week lunch program
 - Hired new Program Director effective November 1st
 - Membership, programs and activities continue growing!
 - Held first annual **INDULGE ~ a Sip & Savor Experience** (raised ~\$24k for GHSC)
 - Planning for **Shamrock'n the Harbor** (March 2022)
 - Continued planning for future forever home, and program/services development



The background features a stylized logo composed of several overlapping shapes. A light blue shape, resembling a stylized 'G' or a harbor, is positioned at the top. Below it, a green shape, resembling a stylized 'S' or a leaf, is visible. A dark blue shape, resembling a stylized 'C' or a harbor, is at the bottom. A green dot is located near the center of the logo.

Gig Harbor Senior Center

A photograph of a community center where a group of elderly people are engaged in a craft activity, likely crocheting. They are seated at long white tables. A woman in a blue and white checkered shirt and a blue face mask stands on the left, observing the group. Several other women are seated at the tables, some wearing face masks. The room is decorated with a string of small, colorful flags hanging from the ceiling. There are potted plants and a large window in the background. The text "CORE PROGRAMS & SERVICES" is overlaid in large, white, bold letters across the center of the image.

CORE PROGRAMS & SERVICES



Group Exercises



**Recreational Activities
& Socialization**



Health & Wellness



Arts & Crafts



Lifelong Learning



Member Events

A group of people, mostly older adults, are practicing Tai Chi in a park. They are standing in a line, performing a movement with their arms extended forward. The background shows a grassy area, trees, and a playground structure. The word "TAI CHI" is overlaid in large blue letters.

TAI CHI

Improves balance and core strength,
enhances flexibility and stability, strengthens
leg muscles, and improves cognition.

A photograph of three people engaged in an arts and crafts activity. On the left, a woman wearing a blue long-sleeved shirt and a grey baseball cap with orange text is smiling. In the center, a woman in a grey and white striped sweater is also smiling. On the right, an older man with white hair, wearing a light-colored striped shirt, is focused on a small object in his hands. They are standing behind a table covered with various craft supplies, including paint bottles, brushes, and numerous small, round, light-colored objects that appear to be stones or beads. A large potted plant with green and reddish leaves is visible on the left side of the frame. The background shows a window and a framed picture on the wall.

ARTS & CRAFTS

Boosts brain health, promotes stress relief,
fine tunes motor skills, helps cope with
chronic illnesses and improves memory.

A photograph of an indoor recreational facility. In the foreground, a woman with short white hair, wearing a maroon long-sleeved shirt, is playing ping pong. She is holding a red paddle and a yellow ball. In the background, a man wearing a grey t-shirt and a dark vest is also playing ping pong. He is holding a blue paddle. They are standing on opposite sides of a ping pong table. The background features large windows and a wooden wall. The word "RECREATION" is overlaid in large, bold, blue capital letters across the center of the image.

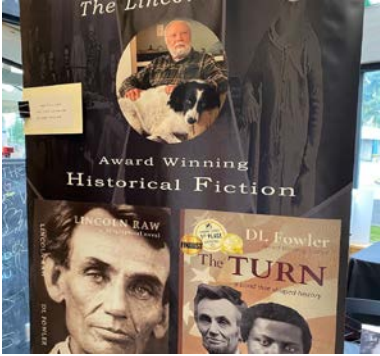
RECREATION

Provides social and entertaining interaction,
which stimulates brain function, improves
reflexes, concentration and alertness.



MEALS

Meals are about friendships, sharing time and stories, and so much more!

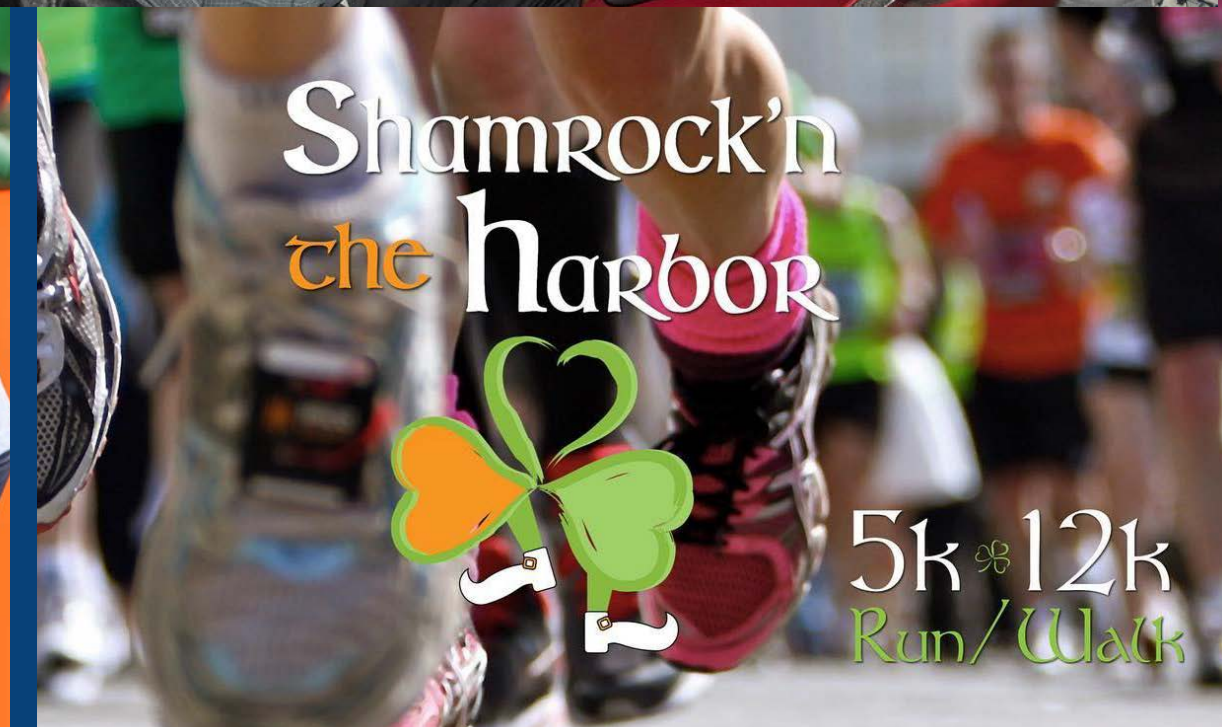




IN SPITE OF COVID, WE GREW & LAUNCHED TWO ANNUAL FUNDRAISING EVENTS

More than 400 people came together in different ways to participate and support. Nearly 50% of the Center's annual budget is sustained through these two events!





BROAD SUPPORT

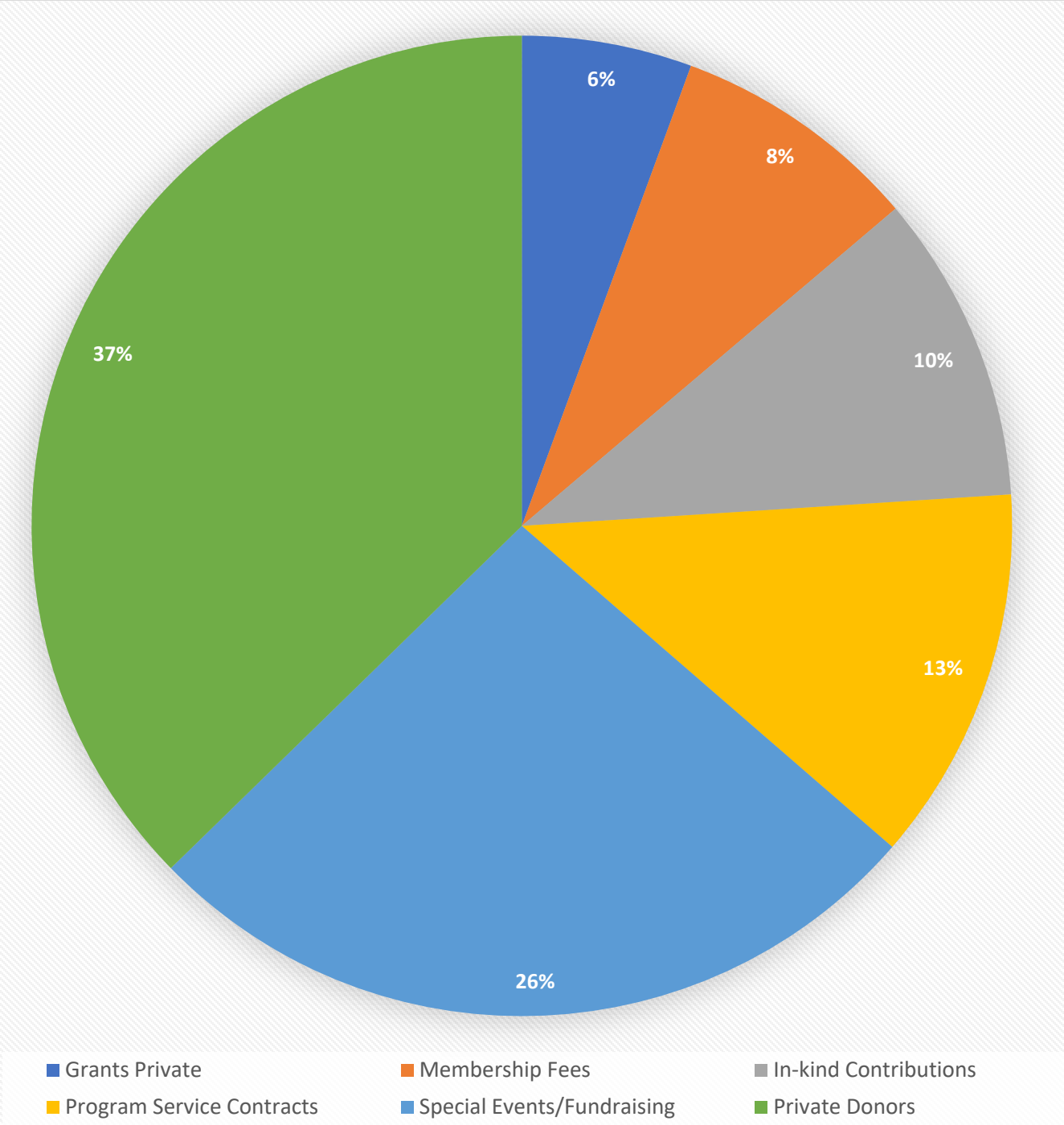
MORE THAN 80% OF THE SENIOR
CENTER'S ANNUAL BUDGET IS
RAISED THROUGH EVENTS,
DONATIONS AND SERVICES

MEMBERSHIP FEES ACCOUNT FOR ABOUT 8% OF ANNUAL BUDGET



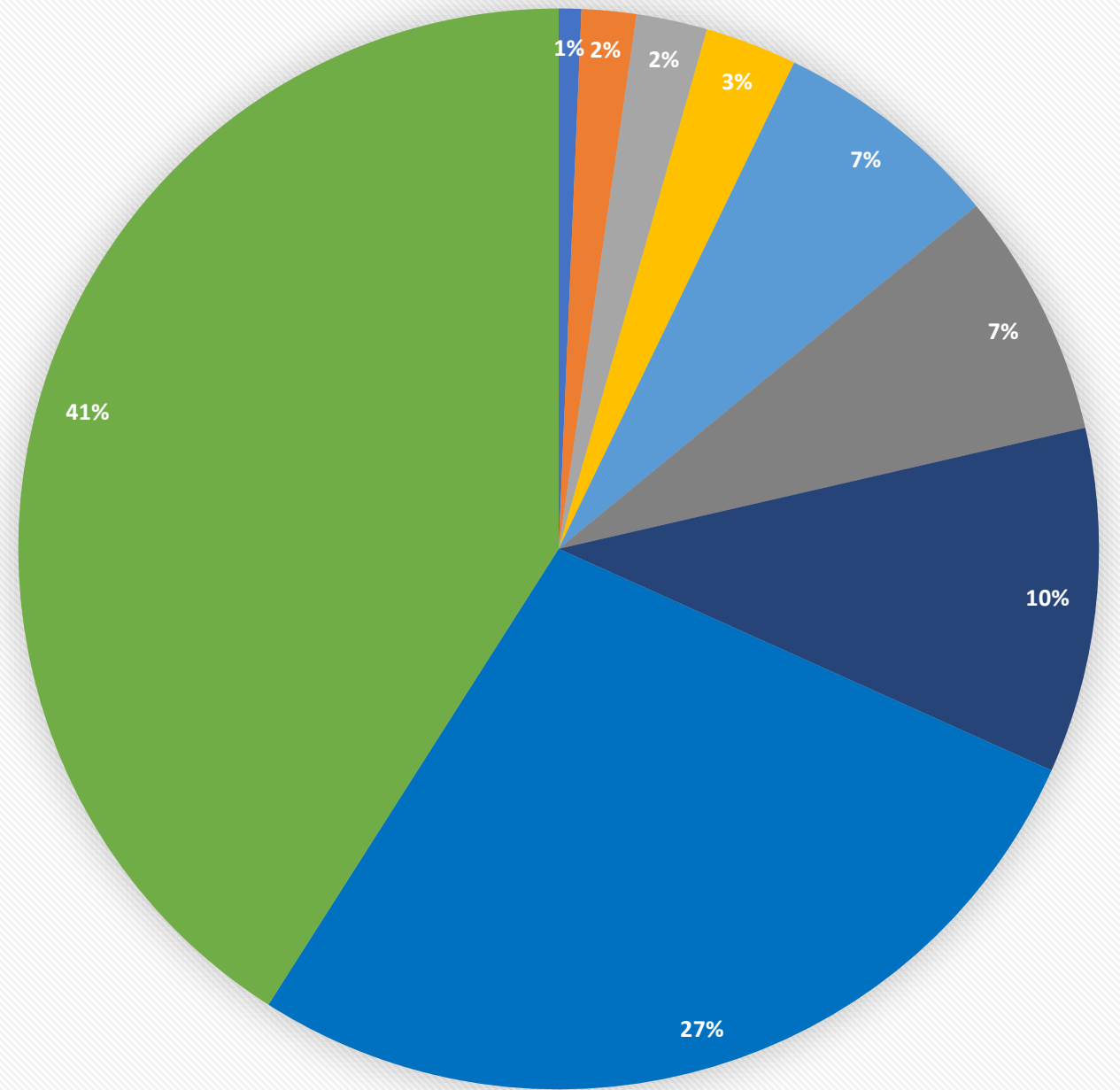


**Gig Harbor Senior Center
2021-2022 Percent of Budget
by Funding Source**





Gig Harbor Senior Center 2021-2022 Expenses by Category



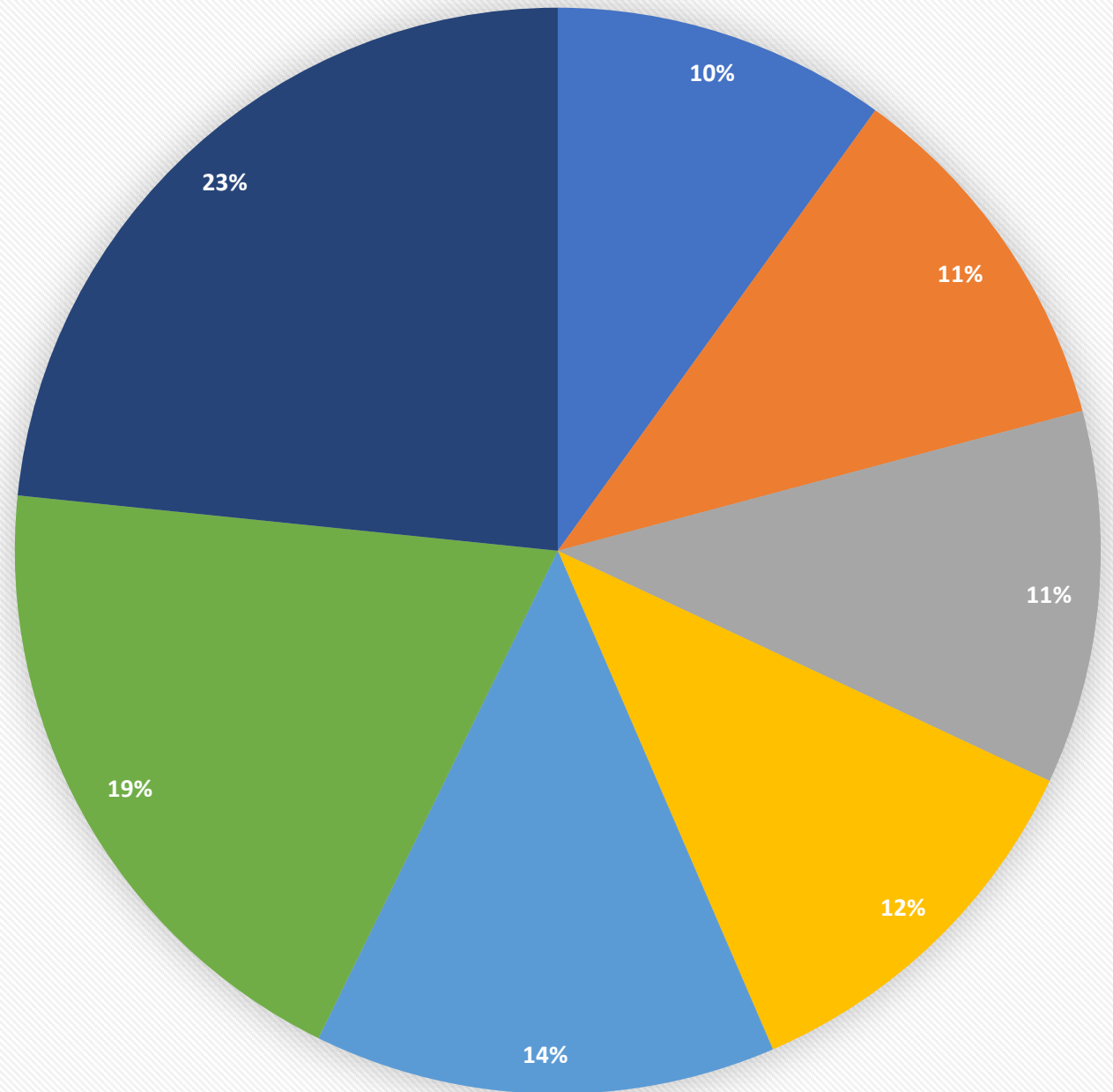
Advertising/Marketing
Insurance
In-Kind Expense

Printing/Supplies/Postage
Event Expense
Program Expense

Computer/Internet/Web
Rent
Staff Wages/Taxes/Insurance



Annual Budget Breakdown by Core Program/Service Areas



Activity Groups/Clubs

Arts/Crafts

Recreation & Games

Health & Wellness

Member Events/Socialization

Lifelong Learning

Group Exercises

GHSC Budget Breakdown

What it takes to keep the lights on, doors open and programs going

Income	2021 (\$)	2022 (\$)
Grants Private	2,000.00	10,000.00
Membership Fees	8,342.16	9,176.38
Program Service Contracts	10,000.00	16,500.00
In-Kind Contributions	10,620.09	11,151.09
Special Events/Fundraising	19,328.16	37,000.00
Private Donors	41,792.28	38,000.00
GHSC Total Income (cash)	81,462.60	110,676.38
GHSC GRAND TOTAL INCOME (includes in-kind goods/services)	92,082.69	121,827.47

Expenses	2021 (\$)	2022 (\$)
Advertising/Marketing	545.92	875.00
Printing/Supplies/Postage	1,753.92	1,250.00
Insurance	2,814.90	1,693.35
Computer/Internet/Web	3,220.97	2,985.27
Rent	5,285.00	7,546.77
Event Expense	6,962.99	10,200.00
In-Kind	10,620.09	11,151.09
Program Expense	27,868.43	29,712.34
Staff/Payroll Taxes	42,338.79	44,076.55
GHSC Total Costs (cash)	90,790.92	98,339.29
GHSC GRAND TOTAL EXPENSE (includes in-kind goods/services)	101,411.01	109,490.38

GHSC PLANNING FOR THE FUTURE



July-Aug 2022

STEP.01

GHSC Board & Staff undertake review of 2019 Strategic Plan and re-set key goals and planning targets for GHSC 2022 – 2025.

#1: Forever Home

#2: Core Program Evolution

#3: Sustainability



Sept-Nov 2022

STEP.02

Engage GHSC membership in multi-phased process to fully assess interests and needs to assure programs and services are achieving GHSC mission. Conduct membership focus groups and visioning for future of GHSC and **Forever Home.**



Oct-Nov 2022

STEP.03

Broadly engage community through survey process to gain broader insights and help shape the future of the **Gig Harbor Senior & Community Center.**



Nov-Dec 2022

STEP.04

Begin mapping the future, working with concept design team to bring information learned through multi-phased study to visual concept to enable forward conversations and planning.

IMPORTANCE

- A place to be with peers
- Comradery & friendships
- Meals & supplemental food
- Escape isolation
- Safe friendly environment
- Diverse activities & programs

ADDITIONS ASKED

- Return of Pot-Lucks
- More "guy-friendly" activities
- Planned outings
- Celebrate member milestones
- Transportation
- Member Directory

IDEALS GHSC #2

- Space designed for exercise, fitness training, Tai Chi, etc.
- In-door walking track & Outdoor trails
- Paddle/Pickleball, Badminton
- Cubbies/Lockers & Shower
- Putting area

FAVORITES

- Meals & Food programs
- Wisdom Wednesdays
- Games (Bingo, Mahjongg, puzzle board, Dominoes, etc.)
- Arts & Crafts
- Exercise & Recreation
- Book Exchange

COMPLEXITIES

- Floors not conducive for many senior activities
- Shared space is limiting
- Need to un-pack/pack-up daily
- Inadequate space for many things to happen at same time

IDEALS GHSC #3

- Library / Resource Info Center
- Computer / Multi-media area
- Day Trips
 - Plays, Music, Museums, Nature-themed, Events...
- Pool Table

TOP 4

- Food/Meals
- Games - Bingo
- Recreational Programs
- Educational (Wisdom Wednesdays)

IDEALS GHSC #1

- Permanent/Forever Home
- Aesthetically pleasing; open and airy; welcoming
- Space is 100% for GHSC
- Rooms for different activities
- Kitchen and nice lounge area
- GHSC sign and good parking

CONCERNS

- Seniors are invisible
- Convenient location
- Transportation for those no longer driving
- Potential interim move
- Time ...

WHAT WE KNOW SO FAR

CGHF staff have supported the strategic planning and visioning processes to support concept design and planning for a permanent building to support our community's 60 and better for generations to come.

HERE'S A SUMMARY OF WHAT WE'VE LEARNED SO FAR...



Gig Harbor Senior Center

EMPOWERING SENIORS TO THRIVE

From: [georgina.armstrong](#)
To: [CityClerk](#)
Subject: FOR PUBLIC COMMENT
Date: Monday, October 10, 2022 12:12:46 PM

I request that the following Public Comment be read aloud into the record of the October 10th City Council meeting.

Georgina Armstrong
50 Pine Street
Edmonds, WA 98020

In 2018, the City Council adopted a resolution to build the Gig Harbor Sports Complex that included six sports fields. At that time, the move was made in order to provide youth in the region with adequate facilities for organized sports.

Today, we know that need is no longer relevant as new fields were constructed when four new schools opened in Gig Harbor last year. This was made possible by a tax levy passed by the voters that increased property taxes to pay for the project.

In recognizing the newly available fields, I want to commend the City Staff for taking the lead on the idea that the City form a partnership with the Peninsula School District and PenMet Parks to analyze the unused and underutilized fields in their inventory. With such an effort, it is possible that even more than the four newly-created sports fields will become available to the region's youth. This will be a win-win for both the taxpayers, who paid for the fields that now sit idle, and the children, who should have access as early as spring 2023 to fields located conveniently within their own neighborhoods.

If the existing fields are used, then another big winner would be climate change. The trees that are currently absorbing carbon dioxide on land where the Sports Complex is planned to be built will no longer need to be clear cut. Using their local fields, children will be able to walk or ride their bikes to practices, clinics, camps, and games. Also, there will no longer be a major increase in carbon from traffic that would be created by a regional Sports Complex. The City's attempts to lower Vehicle Miles Traveled in its upcoming Climate Action Plan will be less challenged to do so without a regional facility that will greatly increase that figure.

To continue to deny children access to sports fields that are currently available is putting politics above the needs of children. To use taxpayer money irresponsibly and to give lip service to climate change mitigation is not what councils are elected to do. By following it's own Strategic Plan in the areas of tree canopy preservation, relieving traffic issues, decreasing the distance to get to a park, and addressing climate change, members of this City Council are now in the enviable position of being able to assure the citizens of Gig Harbor that the promises they have made are the ones they have kept. But that can only be achieved by reversing course on what will otherwise become a redundant Sports Complex.

Thank you.

Sent from my iPhone



**City of Gig Harbor
City Council Meeting Agenda Bill**

Meeting Date: October 10, 2022

SUBJECT: Acceptance of Bid – Patrol Car Purchase

SUBMITTED BY: Kelly Busey, Police Chief

DEPARTMENT: Police

PHONE: 853-2422

SUGGESTED MOTION: Move to approve purchase of two 2022 Ford Utility Hybrid Police Patrol Vehicles from _____ (to be provided after bid opening on October 7).

BACKGROUND INFORMATION: Police patrol vehicle purchasing is quite difficult due to supply issues. Current wait times via the state contract method of purchasing exceed eight months. Currently, the ordering period is closed. The Police Department desires to replace two of the oldest patrol cars in the fleet.

We were recently advised of two new hybrid patrol vehicles that became available in a short time frame. An alternate method of municipal purchasing requires a formal bid process. This process was opened for a one-week period which closes on October 7, 2022. One responsive bid will be selected with delivery expected before the year end. These vehicles were intended to be requested in the 2023-24 budget, but there is current budget capacity in the 2022 police budget to accommodate them. The retired patrol cars will then replace two 2006 C.O.P.S. Volunteer patrol cars which are in very poor condition.

FISCAL CONSIDERATION:

Expenditure Required: \$ 84,730.00	Amount Budgeted: \$ 0.00	Appropriation Required: \$ None
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BOARD/COMMISSION/COMMITTEE RECOMMENDATION: N/A

ATTACHMENTS: Purchase quotation worksheet (to be provided after bid opening on October 7)

STRATEGIC PLAN PRIORITY: Ensure sustainable future for public services and facilities



**City of Gig Harbor
City Council Meeting Agenda Bill**

Meeting Date: October 10, 2022

SUBJECT: Ordinance 1499 Revising Chapter 2.47 of the Gig Harbor Municipal Code Requiring an Oath of Office for Police Officers

SUBMITTED BY: Josh Stecker, City Clerk

DEPARTMENT: Administration

PHONE: 853-7613

SUGGESTED MOTION: Move to approve Ordinance 1499

BACKGROUND INFORMATION: The City has traditionally required its police officers to take an oath of office upon entering service. Except for the chief of police, the oath or the procedure for administering the oath has never been formally adopted by the City.

Ordinance 1499 requires that all commissioned police officers take the oath of office before entering into their duties. The oath of office is the same as has been traditionally used, with the exception that it no longer references the "laws of Pierce County." Gig Harbor police officers are not authorized to enforce Pierce County laws. This reference has also been removed from the prescribed oath of office for the Chief of Police.

The oath is required to be sworn before the Mayor or the Mayor's designee and may be retaken at a regular City Council meeting when it is convenient for the officer to do so.

FISCAL CONSIDERATION: None.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION: None.

ATTACHMENTS: Ordinance 1499

STRATEGIC PLAN PRIORITY: Foster a healthy City organization

ORDINANCE 1499

AN ORDINANCE OF THE CITY OF GIG HARBOR, WASHINGTON, REVISING CHAPTER 2.47 OF THE GIG HARBOR MUNICIPAL CODE REQUIRING AN OATH OF OFFICE FOR POLICE OFFICERS; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City has traditionally required its police officers to take an oath of office; and

WHEREAS, the City has never formally adopted an oath of office or procedures for police officers, other than the chief of police, to take an oath of office;

WHEREAS, Gig Harbor police officers are not authorized to uphold the laws of Pierce County and should not reference such laws in their oath of office;

NOW THEREFORE, the City Council of the City of Gig Harbor, Washington, do ordain as follows:

Section 1. Section 2.47.030 – Revised. Section 2.04.030 of the Gig Harbor Municipal Code is hereby revised as follows:

2.47.030 Chief of police – Oath.

A person seeking appointment to the office of chief of police shall provide a sworn statement to the city, which shall be under penalty of perjury, stating that he/she meets the requirements of RCW 35.21.333, as the same now exists or may hereafter be amended. Before entering upon the performance of his/her duties, the chief of police shall be required to take the following oath:

I, _____, solemnly swear that I will bear true faith and allegiance to the United States of America, the State of Washington, Pierce County and the City of Gig Harbor, and that I will serve them honestly and faithfully, and that I will obey the orders of the officers appointed over me according to the law and the rules and regulations of the Police Department, and that I will uphold the Constitution of the United States, the State of Washington, the laws of the State of Washington, ~~Pierce County~~ and the City of Gig Harbor.

The oath shall be taken in the presence of the mayor or the mayor's designee and may be retaken at a regular meeting of the city council at the earliest convenience of the chief of police. The oath shall be filed with the county auditor.

Section 2. Section 2.47.070 – Created. Section 2.04.070 of the Gig Harbor Municipal Code is hereby created to read as follows:

2.47.070 Commissioned police officer – Oath.

Before entering upon the performance of his/her duties, all commissioned police officers shall be required to take the following oath:

I, _____, solemnly swear that I will bear true faith and allegiance to the United States of America, the State of Washington, Pierce County and the City of Gig Harbor, and that I will serve them honestly and faithfully, and that I will obey the orders of the officers appointed over me according to the law and the rules and regulations of the Police Department, and that I will uphold the Constitution of the United States, the State of Washington, the laws of the State of Washington and the City of Gig Harbor.

The oath shall be taken in the presence of the mayor or the mayor's designee and may be retaken at a regular meeting of the city council at the earliest convenience of the chief of police.

Section 3. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 4. Correction of Errors. The City Clerk and codifiers of the ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 5. Effective Date. This ordinance shall take effect and be in full force and effect five days after passage and publication of an approved summary consisting of the title.

ADOPTED by the Council of the City of Gig Harbor at a regular meeting thereof, held this 10th day of October, 2022.

Tracie Markley
Mayor

Approved as to form:

Attest:

Daniel Kenny
City Attorney

Joshua Stecker, CMC
City Clerk



**City of Gig Harbor
City Council Meeting Agenda Bill**

Meeting Date: October 10, 2022

SUBJECT: Ordinance 1500 Creating Gig Harbor Municipal Code Chapter 2.55 Relating to Surplus Property

SUBMITTED BY: Josh Stecker, City Clerk

DEPARTMENT: Administration

PHONE: 853-7613

SUGGESTED MOTION: Move to approve Ordinance 1500

BACKGROUND INFORMATION: The City currently does not have a formally adopted process for declaring items as surplus or providing for the sale or disposition of surplus items. Traditionally, items identified for surplus have been brought to Council for approval by resolution.

The process of bringing lists of each surplus item before Council for approval is cumbersome and inefficient for staff, particularly in the IT and Public Works Departments. Items deemed eligible for surplus are often collected and stored inconveniently until enough has been collected to warrant bringing a resolution before Council for approval.

Ordinance 1500 allows the City Administrator and staff to declare items under a value of \$10,000 as surplus and provide for the disposition of these items when it is convenient for staff to do so. Items must still be sold or disposed of within all legal requirements and in a manner determined to be in the City's best interest.

All surplus personal property over \$10,000 and all surplus real property will be brought to Council for approval by resolution and the resolution shall stipulate the manner of sale or disposition for the property.

FISCAL CONSIDERATION: None.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION: None.

ATTACHMENTS: Ordinance 1500

STRATEGIC PLAN PRIORITY: Foster a healthy City organization

ORDINANCE 1500

AN ORDINANCE OF THE CITY OF GIG HARBOR, WASHINGTON, CREATING GIG HARBOR MUNICIPAL CODE CHAPTER 2.55 RELATING TO SURPLUS PROPERTY; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City has not formally adopted a policy for surplus property; and

WHEREAS, the City Council desires to delegate authority to the city administrator to declare as surplus personal property and to sell or dispose of such personal property valued under \$10,000 in a manner deemed in the best interest of the city;

WHEREAS, the City Council intends to approve the method of sale or disposition of surplus personal property with a value over \$10,000 and all surplus real property by resolution;

NOW THEREFORE, the City Council of the City of Gig Harbor, Washington, do ordain as follows:

Section 1. Gig Harbor Municipal Code Chapter 2.55 created. Chapter 2.55 of the Gig Harbor Municipal Code is hereby created as follows:

Chapter 2.55 SURPLUS PROPERTY

2.55.010 Declaration of surplus personal property owned by the city.

The city administrator may declare as surplus any personal property owned by the city that is no longer of use to the city, or that the sale or other disposition thereof would be in the best interests of the city. The city administrator may authorize sale or disposition of any surplus personal property with an estimated value of \$10,000 or less in the best interest of the city.

2.55.020 Sale or disposition of surplus personal property of more than \$10,000 value.

Sale or disposition of surplus personal property with an estimated value of more than \$10,000 shall be made by resolution of the city council. Such resolution shall provide for the manner of the sale or disposition of the surplus property.

2.55.030 Declaration of surplus real property owned by the city.

Declaration of surplus real property owned by the city shall be made by resolution of the city council. Such resolution shall provide for the manner of the sale or disposition of the surplus property consistent with all legal requirements.

Section 2. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be unconstitutional by a court of competent jurisdiction,

such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 3. Correction of Errors. The City Clerk and codifiers of the ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. Effective Date. This ordinance shall take effect and be in full force and effect five days after passage and publication of an approved summary consisting of the title.

ADOPTED by the Council of the City of Gig Harbor at a regular meeting thereof, held this 10th day of October, 2022.

Tracie Markley
Mayor

Approved as to form:

Attest:

Daniel Kenny
City Attorney

Joshua Stecker, CMC
City Clerk

UPCOMING GIG HARBOR CITY MEETINGS

ALL AGENDA ITEMS TENTATIVE – SUBJECT TO CHANGE

Meetings may be held virtually due to safety precautions. Please see the agenda for each meeting for specific details on how to attend.

Day	Date	Time	Group	Agenda Items
TH	Oct. 6	5:00pm	Planning Commission	Chair Election & Bylaw Update 2022 Comp Plan Amendments
M	Oct. 10	5:30pm	City Council	<i>See Agenda</i>
W	Oct. 12	10:00am	Arts Commission	2023-24 Work Plan & Budget
TH	Oct. 13	3:00pm	City Council Study Session	2023 Legislative Agenda 2022 Active CIP Schedule Update COVID-19 Utility Repayment Program Youth Council Discussion
TH	Oct. 13	5:00 pm	Design Review Board	Chair Election & Bylaw Review Erickson St. Commercial Office Bldg – DRB Pre-Application Conf
M	Oct. 17	2:00pm	City Council Study Session	Budget Study Session #1 (Parks, Streets, Water, Sewer, and Storm)
TU	Oct. 18	2:00pm	City Council Study Session	Budget Study Session #2 (Legislative, Non-Governmental, Administration, Finance, I.T., Legal, Police, Planning and Building, Court, Marketing)
TH	Oct. 20	6:00pm	Planning Commission	Public Hearing: 2022 Comp Plan Amendments
M	Oct. 24	5:30pm	City Council	Consent: - Hall Street Utility Easement New Business: - Resolution XXXX Adopting COVID-19 Utility Repayment Program - First Reading and Adoption of Ordinance 1501 Providing for Correction of Errors - First Reading and Adoption of Ordinance 1502 Establishing Flag Display Policy - Professional Services Contract w/ HBB Landscaping Architects for Crescent Creek Park Master Plan Staff Report: Third Quarter Budget Update
TH	Oct. 27	3:00pm	City Council Study Session	Roadway/Sidewalk Alignment Alternatives for 38th Ave Phase 2 North Creek Culvert Replacement Alternatives Review Comp Plan Amendments
TH	Oct. 27	5:00pm	Design Review Board	
W	Nov. 2	5:30pm	Parks Commission	
TH	Nov. 3	2:00pm	City Council Study Session	Budget Study Session Review of LTAC Lodging Tax Grant Recommendations
TH	Nov. 3	3:00pm	Civil Service Commission	
TH	Nov. 3	5:00pm	Planning Commission	
W	Nov. 9	10:00am	Arts Commission	
TH	Nov. 10	5:00pm	Design Review Board	

UPCOMING GIG HARBOR CITY MEETINGS

ALL AGENDA ITEMS TENTATIVE – SUBJECT TO CHANGE

Meetings may be held virtually due to safety precautions. Please see the agenda for each meeting for specific details on how to attend.

M	Nov. 14	5:30pm	City Council	Consent: - Agreement with Harbor History Museum for Maritime Gallery Grant Funding - Interlocal Agreement with Puyallup Tribe for Conservation Property Matching Funds Presentations: - Peninsula School District Update – Superintendent Krestin Bahr - South Sound Mobile Pumpout Program – Pierce County Watershed Planner Jeff Barney and Paul Weyn, Owner of NW Mobile Pump Out & Environmental Services New Business: - First Reading of Ordinance XXXX Comp Plan Amendments - Public Hearing on Revenue Sources - Resolution XXXX 2023 Property Tax Levy and Resolution XXXX 2023 Excess Property Tax Levy - Public Hearing: First Reading of Ordinance XXXX Adopting the 2023-24 Budget
TH	Nov. 17	3:00pm	City Council Study Session	2023 Legislative Agenda 2022 Active CIP Schedule Update Stormwater Management and Site Development Manual Update Council Rules Updates
TH	Nov. 17	5:00pm	Planning Commission	
TH	Nov. 24	5:00pm	Design Review Board	CANCELLED
M	Nov. 28	5:30pm	City Council	Old Business: - Second Reading and Adoption of Ordinance XXXX Comp Plan Amendments - Public Hearing: Second Reading and Adoption of Ordinance XXXX Adopting the 2023-24 Budget New Business: - Resolution XXXX Adopting 2023 Legislative Agenda
TH	Dec. 1	3:00pm	City Council Study Session	Joint Meeting with Parks Commission to Review Work Plan Joint Meeting with Arts Commission to Review Work Plan Stormwater Management Action Plan
M	Dec. 12	5:30pm	City Council	Consent Agenda: - Approval of Parks Commission and Arts Commission Work Plans - Consultant Services Contract with Gordon Thomas Honeywell for Lobbying Services New Business - Public Works Construction Contract Award for Public Works Operations Center - Resolution XXXX Approving 2023 Lodging Tax Expenditures
TH	Dec. 15	3:00pm	City Council Study Session	2022 Active CIP Schedule Update
M	Dec. 26	5:30pm	City Council	CANCELLED

City of Gig Harbor Two-Year Strategic Plan 2022-2023

Vision Statement: *The City of Gig Harbor leads the way in livability, environmental stewardship, economic vitality, and municipal services.*

Priorities	Goals	Actions – Routine/Annual	Actions - Project
Foster a healthy City organization	- Be an exceptional employer - Retain existing workforce - Attract qualified applicants - Ensure safe work environment - Encourage staff training - Encourage and obtain employee feedback	- Fill all vacancies in a timely manner - Maintain effective procedures to respond to ADA, FMLA, etc. issues and situations - Maintain collaborative relationships with union representatives - Re-qualify for AWC Well City designation	- Develop a staff retention and attraction program* - Review and update the City's DEI program* - Develop an employee recognition and appreciation program - Update Personnel Policies Manual - Update Safety Manual and Accident Prevention Program - Conduct employee satisfaction survey - Revise employee evaluation process - Develop management training for all new supervisors*
Ensure sustainable future for public services and facilities	- Provide more efficient and effective municipal services - Improve public outreach on capital projects - Increase communications between the City and residents - Better understand community needs and service expectations - Make city meetings more accessible to residents online - Source funding and implement plans for City Parks & Rec, streets/transportation options, utilities - Ensure adequate infrastructure to support community needs	- Update utility rates as needed - Support free vessel pump-out service - Continue implementing permit and land use approval process improvements - Continue and when possible, increase resources dedicated to capital improvement projects - Review/amend TIP to improve motorized and non-motorized transportation	- Develop an online citizen comment/reporting form - Conduct a citizen satisfaction survey* - Create a City-wide Communications Plan* - Update Public Works Standards - Conduct HOA fair - Implement hybrid Court system/electronic case management - Implement hybrid city meetings platform - Develop neighborhood traffic calming policy
Maintain small town character and historic preservation while growing responsibly	- Promote responsible growth in keeping with small town character - Address infrastructure issues to relieve traffic issues - Ensure adequate affordable housing - Focus on character retention and historic preservation - Foster safe, livable and attractive community - Decrease distance to get to a park or open space - Enhance walkability and pedestrian/cyclist safety	- Annually docket specific priorities in the Comprehensive Plan - Provide funding support for Harbor History Museum - Monitor State legislative activity - Provide funding support for Senior Center programming - Maintain/expand support for the Arts Commission and the arts in the city - Implement and support Sister City program* - Continue to fund Creative Endeavor Grants - Implement pedestrian and bicycle projects consistent with adopted Transportation Element	- Revise Municipal Code for short term rentals - Prepare 2024 Comprehensive Plan Periodic Update - Provide funding for Harbor History Museum Maritime Gallery project - Provide funding for Senior Center permanent home - Complete annexation study - Review Design Manual - Develop Housing Needs and Action Plan - Create Historic Preservation Committee - Review parking requirements for businesses and off-street parking - Support funding for youth and teen activities*
Promote environmental sustainability and preserve Gig Harbor's natural beauty	- Address climate change - Preserve tree canopy - Preserve and enhance natural character - Add undeveloped land to parks inventory	- Support free vessel pump-out service - Annually review Climate & Sustainability Action Plan (once developed)*	- Adopt Climate & Sustainability Action Plan* - Incorporate climate change into the City's Comprehensive Plan - Form Climate Action Committee* - Adopt Urban Forest Management Plan and update tree retention policies* - Develop recycling program in City parks - Install Civic Center electric vehicle charging station - Pursue opportunities to buy conservation parcels* - Annex parcels in City's park system - Update Stormwater Management and Site Development Manual - Assess gaps in public charging stations in the ROW for electric vehicles
Promote and enhance a dynamic and robust economy	- Develop a plan to increase promotion of our local business community - Increase vitality of the city's small businesses - Attract larger business to industrial zone - Maintain and enhance commercial fishing	- Support Downtown Waterfront Alliance and Chamber of Commerce - Promote tourism-related activities through lodging tax grants - Promote downtown businesses and events to bring in visitors - Continue collaboration with Pierce Transit for downtown trolley service - Produce annual Visitor's Guide - Annually evaluate effectiveness of tourism promotion and lodging tax - Continue supporting visitor-oriented media relations	- Design and construct Fishermen's Home Port - Create a Business Retention and Attraction Plan* - Evaluate and amend (if necessary) development regulations and fees - Develop and implement a small business fair*