

AGENDA
GIG HARBOR PARKS COMMISSION
Wednesday, April 6, 2022 – 5:30 p.m.

Virtual Meeting Link: <https://us06web.zoom.us/j/81450315374>
Call-in: (253) 215-8782 Meeting ID: 814 5031 5374

CALL TO ORDER / ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MINUTES: March 2, 2021

OLD BUSINESS

1. Parks Appreciation Day Planning
2. Discussion of the 2022 Work Program

NEW BUSINESS

1. RCO Grant Strategy
2. Public Participation Program

PARKS UPDATE REPORT – Parks Manager Matthew Keough

COUNCIL AND COMMISSION REPORTS

PUBLIC COMMENT

ADJOURN

Next Regular Meeting: Wed., May 4, 2022, 5:30pm

- Community Paddlers Dock Ribbon Cutting: April 2nd, 11AM, Ancich Park
- Parks Appreciation Day: Sat., April 9, 9am-12pm, KLM Vet. Memorial Park, Shaw Park, Wilkinson Farm Park
- Earth Day-of-Service Citizen Efforts: Sat., April 23
- Paddler's Cup: Sat-Sun April 23-24
- Urban Forestry Study Session with Council: April 28, 2pm
- Bike Bash at Sehmel Homestead Park, May 21st

MINUTES
GIG HARBOR PARKS COMMISSION
Wednesday, March 2, 2022 – 5:30 p.m.
Virtual Meeting (via Zoom webinar)
Virtual Meeting Link: <https://us06web.zoom.us/j/81450315374>
Call-in: (253) 215-8782 Meeting ID: 814 5031 5374

CALL TO ORDER / ROLL CALL

Parks Commission Members: Present – Chair Ben Coronado, Vice Chair Louise Tieman, Georgina Armstrong, Stephanie Lile, Will Appleton (5:54pm arrival)

Arts Commission Liaison: Lynn Stevenson

Staff: Parks Manager Matthew Keough, Public Works Assistant Terri Garrison

APPROVAL OF MINUTES: February 2, 2022

MOTION: Move to approve the February 2, 2022 Parks Commission Minutes

Tieman / Armstrong - Motion passed unanimously

PRESENTATION

Gig Harbor Land Conservation Fund – Robyn Denson, Advisory Board Chair for the Gig Harbor Land Conservation Fund, provided a presentation about their mission to conserve targeted properties in the greater Gig Harbor area, retain the beauty of our natural environment, retain critical habitat for wildlife and ensure everyone has equitable access to natural open spaces. Their concerns are rapid growth, loss of wildlife habitat, wildlife corridors, open space and cultural artifacts, and threat to environment and keystone species. The organization's first project is the North Creek property acquisition in collaboration with the City of Gig Harbor, Phase 3.

NEW BUSINESS

1. **Discussion of the 2022 Work Program** – Parks Commission goals and values were discussed to formulate a work program for 2022 and beyond. The Commission examined the first three powers and duties assigned by GHMC 2.50.050:
 - A. As directed by the council, the commission may make informal investigations and informal surveys concerning the future park, playground and recreation resources of the city;
 - B. As directed by the council, the commission may formulate draft plans for the future development of the parks and playgrounds system of the city;
 - C. The commission may recommend to the city council regarding planning, promotion, acquisition, construction, and development of public recreational facilities and recreational programs;

In the interest of time, discussion of code Sections D, E, and F was deferred to the April meeting.

The City Park Development program for 2022 – directed to staff – was also reviewed.

MOTION: Move to revise the agenda order to push the Arts Commission Report and Public Comment before New Business.

Coronado / Tieman - Motion passed unanimously

COUNCIL AND COMMISSION REPORTS

Arts Commission Liaison Report – Arts Commission member Lynn Stevenson reported that they are currently working on their Creative Endeavors Grant program. They will be reviewing and awarding the grants at their March 9 meeting. They are also looking for additional Harbor Arbor Art locations. Ms. Stevenson requested a replacement for the Parks Commission liaison with the Arts Commission. Parks Manager Keough suggested that the Commission consider this assignment and other roles at the next meeting, anticipating the appointment of new members ahead of time.

Keough requested that the Art Commission consider assisting with revising the artwork and artist signage for the carving at Crescent Creek Park.

PUBLIC COMMENT

Larry Leveen, 243 S. 55th St., Tacoma, Executive Director of ForeverGreen Trails, offered information on their Trail Accelerator Program for receiving grant assistance. (<https://forevergreentrails.org>)

NEW BUSINESS

1. **RCO Funding Assessment/Strategy** – Parks Manager Keough offered an overview of the RCO grant program. Commissioners Appleton and Lile offered to participate on a grant subcommittee to help with grant assistance and review.

Larry Leveen mentioned that ForeverGreen Trails can help to provide letters of support and also help review grants.

2. **Parks Appreciation Day Planning** – Planning details for a volunteer event on April 9th, in collaboration with PenMet Parks, were discussed. Details for coordinating tasks, donations, volunteers and promotion for work at Shaw Park and Veterans Memorial Park. Commissioners Coronado, Tieman and Armstrong volunteered to assist with promotion and distributing flyers. [A common link](#) will be used in SignupGenius for City and PenMet work site information and sign-ups. Mr. Keough will make plans to meet on-site at Shaw Park with Commissioner Armstrong to go over potential work tasks. Wilkinson Farm Park has been added as an additional work site.

PARKS UPDATE REPORT – Parks Manager Matthew Keough provided general park update information and answered questions, noting a few recent developments not included in the

published update.

- Ancich Waterfront Park: Community Paddlers Dock - the new dock at Ancich Waterfront Park has not yet opened. There will be a ribbon-cutting on ~~either March 19th or 26~~. **April 2, at 11am**. Boat Storage Building - the City has received a significant number of applications for storage space in the boat storage building.
- North Creek Conservation Property, Phase 3 – A grant has been submitted for a Pierce County Conservation Futures grant.
- A recycling program inquiry has been made by a [third-party non-profit](#) and will be shared with the Commission.
- Listening Sessions for City Council and Commissioners are planned to occur during Farmers Market events and concerts at Skansie Brothers Park this summer. Commissioners can get the online sign-up through Councilmember Brenda Lykins.

ADJOURN

MOTION: Move to adjourn at 8:12 p.m.

Coronado / Tieman - Motion passed unanimously

PARKS COMMISSION

APRIL 2022

Parks Division Updates

Proposed Donations

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

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

Lease Updates

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

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

Projects

Ancich Human Powered Watercraft Storage Racks - Design and install custom storage racks with locking mechanisms for the public's canoes, kayaks, and stand-up paddleboards at the Ancich Waterfront Park Boat Storage Facility. This includes a fence to separate the area leased to the Gig Harbor Canoe/Kayak Race Team.

- The City received more applications to store human-powered watercraft than the City has space available so a lottery was held and successful applicants will be notified before the end of March in preparation for public access on or before May 1.
- Racks are currently being manufactured and scheduled for delivery by 04/08/22.
- Public Works Operations will assemble the racks.
- Applications were processed accommodating 40 kayak slots and 7 stand up paddleboards by a non-weighted lottery process. Notices, agreements, payments

are underway. By April 15th, staff will reach down the list of applicants for unclaimed spaces.

- The goal is to allow the storage leases have access the week of April 18th.
- Boat loading will be done by individuals; however, staff will consider posting hours for an orientation/assistance session(s) in accessing the building (by individual key code), finding their numbered slot, and navigating the site as well.

Community Paddler's Dock – Design, permit, and construct a new gangway and float system for use by human powered craft from the existing Jerkovich Pier.

- A certificate of occupancy was issued 03/16/22 and a soft opening immediately followed.
- The dock is now open for access to the general public.
- The ribbon cutting is scheduled on Saturday, 04/02/22. Guests are invited to arrive at 11:00 a.m. with speeches to begin at 11:30 a.m.

Commercial Fishing Homeport Design/Permitting – Design and permit for a new float system for the commercial fishing homeport at Ancich Park.

- The City submitted an application for Port of Tacoma Local Economic Development Investment Funds on 02/25/2022.
- The City reviewed draft 30% design documents on 03/23/2022 for permit submittals during a 30% design meeting with DCG (consultant).
- *The City will be reviewing 30% design documents with local commercial fishing operations in on April 21, 2022 before proceeding with the next design phase.*
- The City is working with DCG on locating more overwater mitigation sites to meet the permit requirements.

Austin Park Honoring Project – In conjunction with the Puyallup Tribe of Indians, the Gig Harbor Kiwanis Foundation, and the City's Arts Commission, the City Council awarded a contract in 2019 for the placement of an "honor symbol" in Austin 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 Capoean.

- *The City received the DAHP permit on 03/14/22.*
- Staff is preparing the construction bid package *to be released upon building permit approval.*
- *Staff is anticipating requesting Council award the public works construction contract in late April.*
- *Staff is coordinating with the Tribe before sending the project out to bid.*
- *Application for Building permit has been submitted and is anticipated by the end of March.*
- *City crews will begin the required preloading of the site the week of March 28th in preparation for construction.*

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

- In determining the next steps of the Masonic Lodge, Council will review Bill Acker’s report and John McMillian’s renderings.
- City Council approved the Master Planning contract with HBB on 03/23/20.
- Public outreach for Masonic Lodge will occur in 2022.
- The Crescent Creek Park Public Master Planning will begin after the Masonic Lodge property visioning has concluded.

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

- Certificate of Occupancy is dependent on completion of the new parking stalls associated with the construction of the Harborview/Stinson intersection improvements.

Gig Harbor Sports Complex Phase 1A – Partner with the YMCA to develop City-owned properties into a 17-acre Gig Harbor Sports Complex with lit and turf-ed multi-use fields and associated parking. Updates are posted on the city website:

<http://www.cityofgigharbor.net/637/Gig-Harbor-Sports-Complex>

- Funding: work to come under contract with our state appropriation of \$206K and \$350K RCO Youth Activity Facility Grant.
- The City and YMCA have a Lease Agreement was effective on 05/20/21 and recorded on 06/01/21.
- Per the lease the YMCA must submit all necessary land use permits no later than 06/30/23 and complete construction no later than 12/31/24.
- Project to be delayed to 2022.

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

- Kiwanis is donating eight benches. City coordinating with Kiwanis for bench style, delivery and installation during construction.
- Working through grading with YMCA for ADA.
- The RCO Board approved Preliminary Ranked Project Lists for funding on 10/2/20 as follows:
 - LWCF – ranked 9/25 (recommended)
 - WWRP – ranked 25/80 (not recommended)
- The state legislature funded the RCO Boards projects as recommended above.
- The City did not secure capital funding from the state prior to the end of the 2021 session.
- Staff has gathered the information requested by RCO for the LWCF grant agreement.
- This project is currently scheduled to begin design/permitting in fall 2021.
- Project to be delayed to 2022.

Upcoming Special Events (pending permit approval)

- Paddler's Cup – 4/23-4/24 Skansie Brothers Park
- Maritime Gig Festival – 6/4-6/5 – Skansie Brothers Park
- Skansie Net Shed Foundation Fundraising Dinner – 6/11/22 – Skansie Net Shed & Pavilion
- Wedding – 7/9/22 – Skansie Brothers Park
- Summer Arts Festival – 7/16/-7/17 – Judson Street
- Wedding – 7/23/22 – Skansie Brothers Park
- Wedding – 8/6/22 – Skansie Brothers Park
- Harbor Hounds – 9/10/22 – Skansie Brothers Park
- Chuseok Festival – 9/11/22 – Skansie Brothers Park
- Pier Into the Night – Oct 1 (7-9pm) – Jerisich Dock