

AGENDA
GIG HARBOR PARKS COMMISSION
Wednesday, February 2, 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

INTRODUCTIONS:

- Parks Commission Members Stephanie Lile and Georgina Armstrong
- City Councilmember Liaison Brenda Lykins

APPROVAL OF MINUTES: January 5, 2021

OLD BUSINESS

1. PROS Plan Recommendation to City Council ([link to Draft 2022 PROS Plan](#))
2. 2022 Park Commission Work Plan Review

NEW BUSINESS

1. 2022 Park Commission Work Plan Goal Session
2. Election of Vice Chair

PARKS UPDATE REPORT – Parks Manager Matthew Keough

COUNCIL AND COMMISSION REPORTS

1. City Council Report – Councilmember Brenda Lykins
2. Arts Commission Liaison Report – Anastasia Wright

PUBLIC COMMENT

ADJOURN

Next Regular Meeting: Wed., March 2, 2022, 5:30pm

MINUTES
GIG HARBOR PARKS COMMISSION
Wednesday, January 5, 2022 – 5:30 p.m.
Virtual Meeting (via Zoom webinar)

CALL TO ORDER / ROLL CALL

Parks Commission Members: Present – Chair Ben Coronado, Vice Chair Mary Barber, Will Appleton (arrived at 6:05pm), Anastasia Wright, Louise Tieman

Arts Commission Liaison: Lynn Stevenson

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

Introduction of Parks Manager Matthew Keough

APPROVAL OF MINUTES

Approval of December 1, 2021 Parks Commission Meeting Minutes

MOTION: Move to approve the December 1, 2021 Parks Commission Minutes

Barber / Tieman - Motion passed unanimously

OLD BUSINESS

- 1. PROS Plan Update** – Steve Duh, with Conservation Technix, provided an overview of the PROS Plan update steps completed to date. He explained that the PROS Plan, especially state-compliant goals and policies, provides the City high-level guidance. It presents a kind of tool box of options to assist priority setting, budget decisions, and park development over the next 6-years. The plan structure is being revised, taking into consideration comments provided by the Subcommittee and Parks Manager Keough, and to add an Executive Summary, focus on local insights and feedback, and moving the site inventory sheets to follow the capital project list. Keough explained the strategy of adopting the PROS Plan as a policy document now and then to incorporate it into the City’s Comprehensive Plan by ordinance, during the upcoming 2022 Comprehensive Plan amendment process. This will also allow more city-wide coordination and public engagement regarding long range Park Planning. The Commission decided to hold a special meeting on January 19th at 6pm for review of the draft plan.

Next steps (goals):

Parks Commission receipt of draft (goal)	1/12/2022
Parks Commission Special Meeting	1/19/2022
Park Commission Meeting (recommendation to Council)	2/2/2022
Forward draft to Council (for review prior to 2/17/22 meeting)	2/4/2022
City Council Study Session	2/17/2022

NEW BUSINESS

None

PARKS UPDATE REPORT – Public Works Director Langhelm provided general park update information and answered questions, noting a few recent developments not included in the published update.

- Ancich Community Paddler’s Dock – The contractor will be mobilizing onto the site the week of January 10th with a barge and crane to demolish the gangway and a section of Jerkovich float system. The new gangway and floats will be transported back to Gig Harbor in early February.
- Ancich Boat Storage Building – City is updating the website to accept applications for boat storage and making online payments. Boat storage racks will be out to bid for purchase in February for installation in April.
- Ancich Advanced Mitigation – City Council rejected the WDFW MOU which requested advanced mitigation to demolish the Jerkovich Pier to be used for Commercial Fishing Homeport floats. City Council will reject all bids to demolish the Jerkovich Pier at Council meeting on January 10. The City will be hiring an engineering firm to complete the design and permitting of Commercial Fishing Homeport and will use the Jerkovich Pier for mitigation.
- Austin Honoring Project – Permits were submitted to DAHP for approval for construction, the artwork plaque has been ordered, and construction of the foundations will commence after DAHP approval.
- Gig Harbor Sports Complex Phase 1B – City sent out an RFQ for design and permitting in 2022 for construction in 2023. Due back to the City on 1/18/2022, at 3pm.

COMMITTEE REPORTS

Arts Commission Report – Lynn Stevenson provided updates on the following Arts Commission projects: Harbor Arbor Art (3rd installment) has been placed in Grandview Forest Park; Arts Commission requests consideration for additional Harbor Arbor Art with the Sports Complex construction; updated signage for Ulsh “Fauxtem” Pole at the Civic Center has been installed.

The Commission thanked Public Works Director Langhelm and Commissioner Henderson for their contributions and time given to the Parks Commission.

Chair Coronado shared that he would be attending a Special Meeting, along with three Council members, with Senator Emily Randall at the YMCA regarding the Sports Complex on January 6, 2022.

PUBLIC COMMENTS

Steve Nixon, PenMet Parks Commissioner, 5402 37th St. NW, Gig Harbor, was in attendance and gave a brief update on PenMet’s Community Recreation Center project.

ADJOURN

MOTION: Move to adjourn at 6:59 p.m.

Coronado / Barber - Motion passed unanimously

2022 PARKS COMMISSION RECOMMENDED WORK PLAN

WORK PLAN ITEM	ITEM DESCRIPTION OF PARKS COMMISSION'S ROLE	PARKS COMMISSIONER PRIORITY RATINGS High-Med-Lo
Parks Appreciation Day (Pandemic-aware)	Find a way to have an annual citywide parks cleanup each spring that is in keeping with pandemic guidelines of physical distancing, so maintenance projects continue and residents feel comfortable helping.	
Crescent Creek Visioning (incl. Masonic Lodge Status)	Complete a visioning process that includes public input to develop a Master Plan for the park properties encompassing Crescent Creek Park, to include the old Masonic Lodge.	
Wilkinson Farm Park Visioning	Facilitate a visioning process that includes public input for the properties encompassing Wilkinson Farm Park.	
Old Burnham Properties Feasibility and Long-use Plan/Visioning	Conduct a feasibility study for a trail to extend the length of the properties owned by the city which would include obtaining public access to connect the two sections.	
Public Access to the Shoreline at Ferry Landing – Feasibility Study	Conduct a feasibility study for safe public access to the beach.	
Cushman Trail Etiquette Signage	Develop user specific etiquette signage to be installed on the Cushman Trail.	
Review Continuing Capital Project Design and Development*	Provide Parks Commission members the opportunity to remain apprised of status and updates on capital projects occurring in city parks, especially pertaining to any changes or additions to existing projects. The Parks Commission should focus on the public input process and investigate cost savings concepts for projects included in the adopted budget, but will not require engineering support in 2021 and will not have authority to adjust project scope or reject project elements	
<ul style="list-style-type: none"> ○ Ancich Homeport Commercial Fishermen's Dock 	If deemed feasible through the feasibility study, conduct a review of the conceptual design with public input.	
<ul style="list-style-type: none"> ○ Cushman Trail Spur to N. Harborview 	Conduct a feasibility study for a spur that would connect Cushman trail to Harborview Drive near Austin Estuary.	
<ul style="list-style-type: none"> ○ Gig Harbor North Sport Complex 	Keep the progress of the three-phased project on the front burner for the City to insure it continues to move forward as approved.	

2022 PARKS COMMISSION RECOMMENDED WORK PLAN

Finalized the update of the 2022 PROS Plan	With the support of Staff (and possibly a consultant) update the 2016 PROS plan by March 2022 in accordance with RCO requirements to make sure it is in line with current priorities and plans for the community’s planned growth and development of parks.	
○ Inventory of Parks Facilities – Update for 2022 PROS Plan	As part of the update, ensure there is a complete inventory of existing park facilities	
○ Connectivity Studies (PROS Plan and Gig on the Go and ADA Transition Plan)	Create an inventory of trails, walking routes, and access to them throughout the city and then get this information to the public.	
○ Revisit Veterans Park Master Plan	Revisit the master plan for Veterans Park and update as needed.	
○ Develop List of Parks/Properties Needing Master Plans	As part of the PROS update, develop a list of parks with and without master plans, with a goal to create master plans for all city parks and open spaces.	
Policy Work Plan Items		

PARKS COMMISSION

FEBRUARY 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 Community Paddler's Dock – Conduct visioning and develop a master plan for Crescent Creek Park pending Council direction on the City's proposed Masonic Lodge building improvements.

- *Contractor began on-site work on 01/14/22.*
- *Demolition is complete.*
- *Piles installed the week of 1/18/22.*
- *Placement of concrete beam for grounding foundation will occur the week of 1/24/22.*
- *Contractor will place the gangway and floats in mid to late February.*
- *Beach cleanup completed.*
- *Contractor may work 6/10 hour shifts to complete the work before the fish window closes on 2/15/22.*

- Physical completion is 180 days following the formal Notice to Proceed issued on 09/20/21.

Ancich Human Powered Waterfront Storage Design - 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.

- Public storage fees were presented to PW Committee on 11/09/21 and adopted by City Council on 11/22/21.
- Public Works and Finance Staff are working together to automate the payment procedures to roll-out with the initiation of the storage rack rentals.
- Public Works and Administration are preparing the City’s website to receive on-line fillable applications
- *Public Works is advertising for bids for the storage racks with the intent of awarding a contract in early February.*
- *The current anticipated date for submitting application to store watercraft is early February.*

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 Park to acknowledge the importance of the Tribe as the original residents of Gig Harbor. Staff is working with the Puyallup Tribe of Indians, a citizen group, and directed by City Council.

- Staff continues to work with the Puyallup Tribe and the State Department of Archaeology and Historic Preservation on the foundation design to minimize ground disturbing activities before proceeding to advertise for public bids.
- Staff applied to DAHP for their permit in early December 2021. DAHP’s 60 calendar day review window was started on 12/20/21 and is set to be completed by 02/18/22.
- *Staff received some preliminary comments from DAHP on 1/19/22, to be completed prior to the remaining 30 days of review. Updates will delay the original date past 2/18. Staff is working with CRC (archeology consultant) on these updates to have them completed by the end of January.*
- *Staff is preparing the construction bid package to be ready when the DAHP permit is received.*
- *Staff is anticipating bringing the construction contract to council on March 28th*
- *Staff will coordinate with the Tribe when the permit is issued by DAHP before sending this out to bid.*

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.

- The City is preparing to engage with the public in summer 2021 regarding the vision for the Masonic Lodge property.
- The Crescent Creek Park Public Master Planning will begin after the Masonic Lodge property visioning has concluded.
- Project to be delayed to 2022.
- Public outreach for Masonic Lodge will occur in 2022.

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.

Eddon Boat Railway Carriages – The two railways at the Eddon Boat Building still require the construction of the boat carriages that will carry boat along the marine rails. This work will support the final design and construction of the two railway carriages.

- *City Staff to schedule a meeting with the BoatShop to negotiate details of the Use Agreement.*

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 turfed 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.

Skansie Netshed – Repainting - Project is limited to maintenance work consisting of repairing roof leaks and repainting the exterior of the Netshed.

- WA Dept. of Fish and Wildlife stated on 5/26/21 that a HPA is not required for this maintenance work.
- Katrina confirmed on 5/28/21 that this work is exempt from SEPA & Shoreline Substantial Development permitting.
- City Council passed a resolution on 08/09/21 to reject all bids.
- Project to be delayed to 2022.

Upcoming Special Events

- Pier Into the Night – Jerisich Dock - Jan 8 (5-7pm), Mar 5 (7-9pm), Oct 1 (7-9pm)
Maritime Pier - Feb 5 (6-8pm)

1/12 Arts Commission meeting

Mural Project

Tourism and Communications Director, Laura Pettitt presented the mural project. The goal of the project is to create artworks, murals or 3D installations/statues that could become touristic destinations.

The artworks ideally:

- beautify the city
- are simple and upbeat
- tell cool stories
- utilize and highlight spaces across the city
- are identifiable as Gig Harbor related and promoting of the history, culture and values of the city and/or the fun aspects of living here (for example the art could highlight the history and culture of indigenous peoples, our strives towards equity, be specific to different festivals or events, and/or just be fun, whimsical and relatable)
- are interactive and Instagram/social media friendly (people will want to take photos of themselves in front of the artwork and post them on social media)
- could be permanent or seasonal and removable (for example on a canvas that comes out only when needed or on a wall that stays year-round depending on the theme)
- can be large or smaller scale

The Arts Commission is going to think about the project and come up with creative ideas and suggestions of possible sites/canvases. **The Arts Commission asks that the Parks Commission contributes ideas to that end too.**

Some examples of similar projects in other cities:

A mural in Austin, Texas

https://www.google.com/search?q=you+are+my+butter+half&client=firefox-b-1-d&sxsrf=A0aemvLDBwUzF4TNOQd_QiDAQgXUGRu32w:1642022313936&source=lnms&tbm=isch&sa=X&ved=2ahUKEwibvvDlka31AhXzOn0KHaQdCa4Q_AUoAnoECAEQBA&biw=1398&bih=689&dpr=2

A glass float hunt in Lincoln City, Oregon

<https://www.oregoncoast.org/glass-floats/>

Another mural in Austin, Texas

https://www.google.com/search?q=i+love+you+so+much+mural+austin&client=firefox-b-1-d&sxsrf=A0aemvLW_Y0lvMh6ZXdgAhCA7gpAAspP5A:1642022668247&source=lnms&tbm=isch&sa=X&ved=2ahUKEwis9umOk631AhVUGDQIHRfpCkMQ_AUoAXoECAEQAw&biw=1398&bih=689&dpr=2

Creative Endeavor Grants

Arts Commission chair Charlee Glock-Jackson presented the progress of the Creative Endeavor Grants for 2022. The application format is finalized and the application process will open next week (week of the 17th of January). The deadline for applications is March 1st. There will be a presentation of the submitted ideas on the regular meeting of the Arts Commission on March 9th. In the meantime, there will be a meeting of some members of the commission with applicants for questions regarding the process and clarifications.

Harbor Arbor Art

Arts Commissioner Lynn Stevenson discussed the progress of the Harbor Arbor Art:

- requested Public Works to explore the possibility of elevating the latest carved artwork in order to preserve it better
- asked the Arts Commission for suggestions on labeling the carved artworks
- **shared parks commissioner Will Appleton's suggestion to signify in the entrance of the park that there is a carved artwork in the park so that the visitors try to find it**
- **asked the Art Commissioners, the Parks Manager and the Parks Commission to be on the lookout for possible spots for future carved artworks.**

Brief presentation of Parks Commission's current issues, the PROS plan and of new Parks Manager Matthew Keough.

Comprehensive Plan Arts and Culture element

Arts Commission chair Charlee Glock-Jackson highlighted the importance of the approval of the Arts and Culture element in the Comprehensive Plan.

To recap the Arts Commission would appreciate our suggestions in identifying sites for the Mural Project and for the Harbor Arbor Project.

Thank you!
Anastasia