

**MINUTES
CITY OF GIG HARBOR
PUBLIC WORKS COMMITTEE
Tuesday, March 9, 2021
3:00 p.m. – 4:00 p.m.**

Due to public health concerns, this meeting was held remotely.

CALL TO ORDER / ROLL CALL:

Public Works Committee Chair Jim Franich called the meeting to order at 3:01 p.m.

Public Works Committee Members Present (remotely): Jeni Woock, Bob Himes, and Jim Franich

Staff Present (remotely): City Administrator Bob Larson, Public Works Director Jeff Langhelm, and Executive Assistant Maureen Whitaker.

Gig Harbor Arts Commission Chair Charlee Glock Jackson (remotely) arrived late and was present for discussion of Agenda item #1.

APPROVAL OF MINUTES: February 9, 2021

MOTION: Move to approve the February 9, 2021 Public Works Committee Minutes.

Himes / Woock – Motion passed unanimously.

OLD BUSINESS: none.

NEW BUSINESS:

1. Art Installation – Harborview Drive/Stinson Avenue Intersection Improvements

This agenda item was postponed and discussed after agenda item 2.

Gig Harbor Arts Commission Chair Charlee Glock Jackson stated that the Arts Commission is very excited about this project. She explained that the Arts Commission is exploring possible solutions and were given a modest budget of \$15,000 which the Arts Commission is proposing to supplement. Ms. Glock Jackson and the Public Works Committee discussed the location for the artwork. The proposed art installation is strictly pedestrian, flush mount, would be easily passed over by wheelchairs, strollers, and walkers, and will meet ADA requirements. The suggested location is a 10-ft. portion of the sidewalk between the Eddon Boat building and the current park bench along Harborview Drive. Ms. Glock Jackson explained that the art would be visual interpretation of marine life, flora, fauna, sea star, crabs, anemone – things that are common to the waters of Gig Harbor. She further explained that once the Arts Commission has a better idea of the timeframe of when this work would be installed, they will put out a Call for Art. Mr. Langhelm stated that the worst-case scenario for the timeline would be spring of 2021. Ms. Glock Jackson said that the timeline for the Call for Art is entirely dependent on knowing when the construction of the sidewalk would occur. She said that the Call for Art would have a timeline built in, subject to City Council approval.

2. Impact Fee Reports (Parks, School, and Transportation)

Jeff Langhelm provided and briefly discussed the draft Impact Fee Reports for Transportation, School, and Parks. He discussed each of the fund's expenditures and balances for each:

Transportation Impact Fees (TIF):

Beginning Balance: \$2,661,054.32	TIF Project Expenses: (\$418,100.00)	TIF Revenues: \$1,593,844.26	Interest: \$22,208.18	Ending Balance: \$3,859,006.76
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Mr. Langhelm reported that the City collected Transportation Impact Fees from approximately 116 single-family residences, 0 multi-family residences, and 5 commercial developments in 2020. Mr. Langhelm stated that last year, three projects were supposed to pull dollars from the Transportation Impact Fees (TIF), however only two did because not all three projects were able to be completed, leaving a healthy fund balance. Councilmember Himes stated that we shouldn't count on this level of TIF going forward because \$500,000 came in from two new schools. He said that there will be impact fees paid from the Skansie, Harbor Winds, and North Creek developments but beyond that he did not foresee much on the horizon. City Administrator Larson said that The Village at Harbor Hill is coming up.

School Impact Fees (SIF):

Beginning Balance: \$2,158,998.00	Public Improv. Expenditures: (\$29,885.00)	SIF Revenues*: \$422,315.00	Interest: \$27,150.00	Ending Balance: \$2,578,578.00
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Mr. Langhelm reported that during the School District's 2019-20 fiscal year, the City collected School Impact Fees of \$3,667 from 113 single-family residential units and 0 multi-family units. Mr. Langhelm explained that because the School District's fiscal year is from 9/1/2019 – 8/31/2020, the School District's accounting doesn't match up with the City's accounting. He explained that the City collects the SIF and sends a monthly check to the School District. Councilmember Franich said consideration should be given to give people a break when building a house as the fees are roughly \$26,000. He said that he will bring this up to City Council.

Park Impact Fees (PIF):

Beginning Balance: \$474,349.15	PIF Project Expenses: (\$0)	PIF Revenues: \$106,500.00	Interest: \$3,958.74	Ending Balance: \$584,807.89
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Mr. Langhelm reported that in 2020, the City collected \$1,500 in Park Impact Fees from 67 residential developments. He explained that Park Impact Fees haven't been updated in a decade and the latest Parks Recreation and Open Space (PROS) Plan reported that the fees would be going down. Mr. Langhelm further stated that when the City updates the PROS Plan, we will reassess the list and fees. Councilmember Himes stated that Parks operating expenses are huge, getting huger every year and not self-supporting in any way. He added that at some point this is going to have to slow down.

Councilmember Woock inquired about the funding sources for the maintenance of the Parks. Mr. Langhelm said that the funds solely come from the General Fund. There was a discussion about Mr. Langhelm giving a short presentation to City Council regarding the costs associated with the Parks maintenance.

RECOMMENDATION

The Public Works Committee directed Maureen Whitaker to work with Josh Stecker to schedule a Study Session in May to discuss the maintenance of Transportation and Parks infrastructure costs and to include the Parks Commission in attendance. Councilmember Himes requested that these numbers be brought to the Public Works Committee at the first quarter of each year.

CIP REVIEW

Councilmember Himes stated that the first 15 projects don't start until mid-year and are shown to be completed by the end of the year. There was a discussion to move the Annual Pavement Maintenance, Pedestrian Crosswalks and Murphy's Landing Marina Dredge Project to the First Tier. Mr. Langhelm explained that we are scheduled to have the Pavement Maintenance out to bid in May. We have had to pause and hand this off to a consultant due to Associate Engineer Josh Gilchrist's departure. He added that this delay is incorporated into the schedule. Councilmember Himes asked if a replacement engineer is on schedule to be hired and suggested that this must be expedited. Mr. Langhelm stated that he is working with City Administrator Larson on this matter.

Public Works Chair Franich suggested coming up with a standard pump station design to be discussed at a future meeting.

PUBLIC COMMENT

Thomas Wick, Hunt Street NW. Mr. Wick stated that he wanted to bring attention to the scenario down the road to AFN 2415710 regarding a forest practice application that is located west of his property. Mr. Wick expressed several concerns with this application and requested that the City Council look into it and discuss at its next meeting.

ANNOUNCEMENT OF UPCOMING MEETING: April 9, 2021

ADJOURN:

MOTION: Move to adjourn at 4:07 p.m.

Himes / Woock – Motion passed unanimously.