

# **GIG HARBOR CITY COUNCIL MEETING**



**November 12, 1996**

**7:00 P.M., CITY HALL COUNCIL CHAMBERS**



**AGENDA FOR GIG HARBOR CITY COUNCIL MEETING**  
**November 12, 1996 - 7:00 p.m.**

**PUBLIC COMMENT/DISCUSSION:**

**PUBLIC HEARING:** Proposed 1997 Budget.

**CALL TO ORDER:**

**APPROVAL OF MINUTES:**

**CORRESPONDENCE / PROCLAMATIONS:**

1. Invitation - 2nd Annual P.C. Fire Chiefs & Commissioners Combined Dinner Meeting.
2. Cultural Arts Commission.

**OLD BUSINESS:**

1. Second Reading - 1997 Tax Levy Ordinance.

**NEW BUSINESS:**

1. Indigent Defense Service Contract - Pierce County.
2. Lease Proposal - Jean Louis Gazabat, Shorewood Realty.
3. Amendment to Department of Ecology Loan Agreement.
4. Risk Management Review.
5. First Reading - Ordinance Adopting the 1997 Budget.
6. Review of Financial Plan Revisions for Parks, Recreation and Open Space Plan.
7. First Reading - Ordinance Adopting Parks, Recreation and Open Space Plan.
8. Resolution adopting the Six-Year Transportation Improvement Program.
9. Ordinance - Increasing Civil Service Eligibility List to Five.
10. Liquor License Request - Gig Harbor Texaco.

**MAYOR'S REPORT:** Updates.

**COUNCIL COMMENTS:**

**STAFF REPORTS:**

GHPD - Chief Mitch Barker.

**ANNOUNCEMENTS OF OTHER MEETINGS:**

1. First Budget Work Session - November 18th, 6:30, City Hall.
2. Second Budget Work Session - November 19th, 6:30, City Hall.

**APPROVAL OF BILLS:**

**APPROVAL OF PAYROLL:**

**EXECUTIVE SESSION:** Property acquisition.

**ADJOURN:**





*City of Gig Harbor. The "Maritime City."*

3105 JUDSON STREET  
GIG HARBOR, WASHINGTON 98335  
(206) 851-8136

**TO: MAYOR WILBERT AND CITY COUNCIL**  
**FROM: TOM ENLOW**  
**DATE: NOVEMBER 7, 1996**  
**SUBJECT: PUBLIC HEARING - 1997 BUDGET**

### **BACKGROUND**

Tonight is the first public hearing on the budget and the first reading of the budget ordinance. We will have budget worksessions in the conference room on Monday, November 18<sup>th</sup> and Tuesday, November 19<sup>th</sup> at 6:30. The final public hearing and adoption of the budget ordinance will be held on Monday, November 25<sup>th</sup>.

The total preliminary 1997 budget is \$17,028,125, which is 32 percent higher than the 1996 budget. This amount is subject to changes suggested at the hearings and worksessions or from corrections that may come to our attention.

The largest fund increase, over \$2 million, is in the Property Acquisition Fund for the purchase of the Harbor Heights School property. This is an exciting possibility which could provide nearly 10 acres of park and civic property with potential for a senior or civic center and city hall.

The Streets Fund has the next largest increase, over \$1.5 million. We are carrying forward from the 1996 budget the Kimball Drive Park & Ride at \$1,160,000 and Rosedale reconstruction at \$790,000. The increase is attributable to design and construction of the East-West Road at \$1,600,000. We will be receiving \$2,634,000 from federal and state grants and county participation on the \$3,550,000 of projects.

Nearly half of the 1997 budget, or \$8,020,245, is allocated to capital expenditures, including the projects listed above, Jerisich Dock improvements, remodeling of various municipal buildings and a variety of water and sewer projects.

Salaries and benefits account for 16.6% of the budget at \$2,822,374. The 12% increase is due to the addition of six and one-half positions during the year and to a 2.9% COLA increase. Four of these positions (three police officers and a code compliance officer for the planning dept.) will be added as needed after the Westside annexation is complete. Another police officer, a wastewater treatment plant operator and a half-time shop clerk/office assistant will be added as soon as possible in 1997.

Another \$2,195,200, or 12.9% of the budget is accounted for by transfers between funds. These are primarily to support capital projects and include transfers from the General Fund to the Streets, Property Acquisition, and Storm Sewer Funds; transfers from the General Government Capital Asset and General Government Capital Improvement Funds to Streets; and transfers from Water and Sewer Operating Funds to Water and Sewer Capital Construction Funds.



## REGULAR GIG HARBOR CITY COUNCIL MEETING OF OCTOBER 28, 1996

**PRESENT:** Councilmembers Ekberg, Owel, Platt, Picinich, and Mayor Wilbert.  
Councilmembers Markovich was absent.

### PUBLIC COMMENT / DISCUSSION:

Mayor Wilbert welcomed the members of Boy Scout Troop #282.

Jim Boge - 6606 Soundview Drive. - Mr. Boge thanked the Council for passing the sign ordinance, and encouraged them to not submit to pressure to modify the ordinance to make it more lenient. He complained about the balloons at the Great Car Wash and asked if something could be done to prevent that. He added that he would like to be sure that the water usage for the car wash was being reviewed annually as had been agreed upon by Ben Yazici.

### PUBLIC HEARING:

1997 General Fund Revenue Sources. Mayor Wilbert opened the public hearing at 7:09 p.m. Tom Enlow explained that state laws required a public hearing primarily for possible increases in property taxes. He gave a brief breakdown of how property taxes are shared by the City, Fire District and Library and added that no increases in property, sales, or any other tax rates were proposed by the City for 1997.

There were no further comments. Mayor Wilbert closed the public hearing at 7:10 p.m.

**CALL TO ORDER:** 7:10 p.m.

### APPROVAL OF MINUTES:

**MOTION:** Move approval of the minutes of the October 14, 1996 meeting with corrections.  
Ekberg/Owel - unanimously approved.

### CORRESPONDENCE / PROCLAMATIONS:

1. Association of Washington Cities - Washington State Council on Aging. Mayor Wilbert explained that there was a vacancy on the State Council on Aging and AWC was soliciting city officials to serve. Mayor Wilbert encouraged any Councilmember who was interested to apply.

**OLD BUSINESS:** None scheduled.

### NEW BUSINESS:

1. Appointment of Design Review Board Members. Mayor Wilbert explained that she had received three responses to the Design Review Board notice, and that several others had been recruited to respond to the search. She submitted five names for approval, Paul Kadzik, Lita

Dawn Ancich Stanton, Chuck Hunter, Jean Ratcliff Gagliano and Tyler MacDonald. She added that these five would serve until July 1997, and then the positions would be staggered into two year terms. She introduced Tyler MacDonald and Jean Gagliano and thanked them for volunteering. Mr. MacDonald and Ms. Gagliano gave a brief history of their backgrounds.

**MOTION:** Move to accept the Mayor's recommendation to appoint the following five members for the Design Review Board - Paul Kadzik, Lita Dawn Ancich Stanton, Chuck Hunter, Jean Ratcliff Gagliano, and Tyler MacDonald.  
Picinich/Owel - unanimously approved.

2. Interlocal Agreement - Amendments to Pierce County County-Wide Planning Policies. Ray Gilmore introduced this proposed amendment to the County-Wide Planning Policies as recommended by the Pierce County Regional Council. He gave a brief overview of the proposed amendments and added that the amendments are required by the Puget Sound Regional Council in order to obtain full certification of the policies.

**MOTION:** Move to approve the agreement.  
Owel/Ekberg - unanimously approved.

3. Telecommunications Moratorium. Carol Morris introduced this ordinance designed to allow the City time to review its code to determine whether its existing regulations are consistent with the Telecommunications Act of 1996. This moratorium would barr the acceptance of new applications relating to franchise, use of public streets, building and/or conditional use permits for telecommunications services until the code revisions are complete. Ms. Morris recommended utilizing the special ordinance passing procedure to prevent having to review a potential application under the old code.

Steve Barry - 400 52nd Ave. Mr. Barry explained that he has a strong background in telecommunications. He stated that a one-year moratorium was too long, because the field is moving so quickly and there would be a great deal of pressure due to competition in the industry. Carol Morris explained that it would not necessarily take a full year to update the code and Mayor Wilbert invited Mr. Barry to review the draft ordinance.

**MOTION:** Move to approve Ordinance No. 739 adopting an immediate moratorium on the acceptance of applications for use permits, building permits, right-of-way use permits and franchises for telecommunications facilities, to be effective for a period of one year, setting the date for a public hearing on December 9, 1996, and utilizing Section 7 of the GHMC for emergency passage of an ordinance in one reading.  
Picinich/Owel - unanimously approved.



4. First Reading - 1997 Tax Levy Ordinance. Tom Enlow introduced the ordinance and explained that the county assessor recommends requesting well over the amount expected to be received, therefore, this ordinance is based on a 1997 property tax rate of \$1.906 per thousand. He added that the 1997 Budget would be based on the most accurate information available at the time it is passed. This ordinance will return for a second reading.
5. Resolution - Setting Fees for Copying of Public Records. Molly Towslee explained that when Resolution 449 was passed, adopting a fee schedule for copying public records, oversized blueprints and audio tapes were not included. She added that this new resolution would include these items and that it would be amended to add suggested language by Carol Morris explaining that it supersede Resolution 449.

**MOTION:** Move to approve Resolution #483 and Interim Public Records Index and Fees Schedule with suggested changes by Legal Counsel.  
Picinich/Platt - unanimously approved.

6. Hidden Valley Landfill Permit Extension Request. Mayor Wilbert introduced this request from Marty Erhdahl, Pierce County Solid Waste Manager, to sign a letter of support to extend the permitted life of the Hidden Valley Landfill. She added that this extension would allow more time to find another solution to Pierce County's solid waste disposal.

**MOTION:** Move to authorize the Mayor to send a letter to the Department of Ecology supporting the request of Land Recovery Inc. to extend the permitted life of the Hidden Valley Landfill beyond the authorized closure date of October 31, 1996.  
Owel/Platt - unanimously approved.

7. Liquor License Change of Class - Gig Pub & Grill. No action taken.

**MAYOR'S REPORT:**

World of the Fisherman. Mayor Wilbert described the experience she had when invited to go along on Mike Vlahovichs' charter boat, the restored skansie built purse seiner *Commencement*. She added that the opportunity may come again, and that she would alert Councilmembers to see if they would like to join her the next time.

**COUNCIL COMMENTS:** None.

**STAFF REPORT:**

Planning/Building Department. Ray Gilmore explained that the public hearing that was to be held on the adult entertainment moratorium had been postponed from the October 3rd date until November 7th.

**ANNOUNCEMENT OF OTHER MEETINGS:** None.

**APPROVAL OF BILLS:**

**MOTION:** Move approval of checks #16742 through #16809 in the amount of \$62476.06.  
Owel/Ekberg - unanimously approved.

**EXECUTIVE SESSION:**

**MOTION:** Move to adjourn to Executive Session at 8:56 p.m. for the purpose of discussing pending and potential litigation, for approximately 10 minutes.  
Ekberg/Owel - unanimously approved.

**MOTION:** Move to return to regular session at 9:05 p.m.  
Picinich/Platt - unanimously approved.

**MOTION:** Move to authorize the City Attorney to sign a stipulation and order of dismissal in the lawsuit *Hester vs. Gig Harbor* in exchange for the plaintiff's payment of the city's cost.  
Picinich/Platt - unanimously approved. Councilmember Owel abstained.

**ADJOURN:**

**MOTION:** Move to adjourn at 9:06 p.m.  
Ekberg/Platt - unanimously approved.

Cassette recorder utilized.  
Tape 444 Side A 125 - end.  
Tape 445 Side B 000 - end.  
Side A was taped over for approximately 46 seconds with the end of this meeting.

---

Mayor

---

City Administrator

RECEIVED

NOV 5 1996

**PIERCE COUNTY FIRE CHIEFS ASSOCIATION**  
**THE ODDS ARE GODS, THE PLANS ARE MANS**

Dear Mayor,

The Pierce County Fire Chiefs Association along with the Fire Commissioners Association, cordially invites you to attend our joint dinner meeting and holiday celebration.

The dinner meeting will be held at the Tacoma Elks Club, Thursday, December 5, 1996. Please see attached flyer.

Please indicate if you will be able to attend and your dinner selection. Your spouse or significant other is encouraged to attend, along with members of your staff and their spouses or significant other.

It is our sincere hope that you will be able to attend. If you are not able to attend, the Fire Chiefs and Fire Commissioners of Pierce County wish you and yours a Happy Holiday Season!

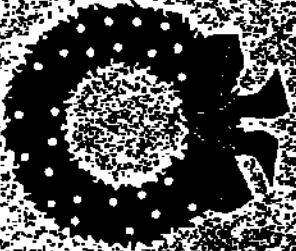
Sincerely,

*David L. Crossen / kcb*

David L. Crossen  
President

7509 Grange Street West Tacoma, WA 98467 (206)471-2021

David L. Crossen Districts 2 & 3, President      Gary Franz District 16, Vice President  
Bob Black District 5, Treasurer      Wayne Weinholz PCFM, Trustee      Ray Howard Milton, Trustee



# YOUR INVITED!

WHAT? 27 ANNUAL PIERCE COUNTY FIRE CHIEFS & PIERCE COUNTY FIRE COMMISSIONERS COMBINED DINNER MEETING

WHY? RECAP 1996 ACCOMPLISHMENTS & CELEBRATE THE HOLIDAYS

WHEN? DECEMBER 5, 1996  
HAPPY HOUR 5:30-6:30 P.M. (NO HOST)  
DINNER 6:30 P.M.

WHERE? TACOMA ELKS CLUB  
1965 S. UNION  
TACOMA, WA 98405

WHO? GUEST SPEAKER: FROSTY WESTERING, PIU FOOTBALL COACH

HOW MUCH? \$20.00 PER PLATE. CHOICES: PRIME RIB OR CHICKEN JORDONAIRE.  
ALL MEALS INCLUDE DESSERT, TAX, AND GRATUITY.



DEPARTMENT OR ORGANIZATION \_\_\_\_\_

NAME \_\_\_\_\_

POSITION \_\_\_\_\_

DINNER SELECTION \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



Return portion with those attending and dinner selections, along with payment, no later than November 30, 1996, for planning purposes. Mail to: P.C.F.D. 2, Attn: Korec Baker, 7509 Grange St. W. Tacoma, WA 98467. Please make all checks payable to Pierce County Fire Chiefs Association. Thank You!



# CULTURAL ARTS COMMISSION

of the Gig Harbor/Key Peninsula Action Coalition

October 28, 1996

Dear Arts Enthusiast...

This writing is directed to you because you have expressed interest in the Arts Commission or someone has said you have such interest. I want to bring you up to date and hope you will come to the next meeting (November 21st) to see that your interests are adequately served and represented.

At the October 17th meeting of the Action Coalition Arts Action Team, now known as the Cultural Arts Commission (CAC) took some important steps. It established a name for the organization, appointed a volunteer director and a newsletter and calendar editor, a community liaison, a youth coordinator (please see column at left), and accepted a Mission Statement (below).

### Cultural Arts Commission Mission Statement

*To form a cultural arts commission for the benefit of residents of and visitors to the Gig Harbor Peninsula and the Key Peninsula in an effort to provide a central organization which will gather, disseminate and keep current information concerning cultural activities on the two peninsulas; to inform the community at large of such activities and establish a means of communication within culture-based organizations to enhance advancement of culture in the area, attempt to avoid duplication of efforts by identification of similar projects and avoid conflict of dates for events.*

The only way this commission can fulfill its mission is to be sure all aspects of the artistic community are represented and involved. At the left there is a column which lists potential areas of interest to the CAC and the people working in that area with CAC. You will note there are more areas needing representatives than those filled.

Please come on Thursday, Nov. 21, 7 - 9 p.m. in the ESC Administrative Building (behind Peninsula High School) Conference Room #5, lower floor, as your organizations CAC representative or send a representative you have so designated. Of course you're also welcome to just sit in and see what we're up to.

I look forward to working with you.

Sincerely,  
*Georgia Wirth*

Georgia R. Wirth  
CAC Director

DIRECTOR  
Georgia Wirth

NEWSLETTER/  
CALENDAR  
Judy Schiner

YOUTH  
Marilyn Owel

COMMUNITY  
or Mosiman

FACILITIES  
Unassigned

VISUAL ARTS  
PAINTING  
Unassigned

SCULPTURE  
Unassigned

CRAFTS  
Unassigned

PHOTOGRAPHY  
Unassigned

PERFORMING ARTS  
THEATRE  
Unassigned

MUSIC  
Unassigned

DANCE  
Unassigned

LITERATURE  
Unassigned

ACTION  
COALITION  
LIAISON  
Shirley Tomasi

P.O. Box 523 Gig Harbor, WA 09335  
Phone: 206-857-1517





*City of Gig Harbor. The "Maritime City."*

3105 JUDSON STREET  
GIG HARBOR, WASHINGTON 98335  
(206) 851-8136

**TO: MAYOR WILBERT AND CITY COUNCIL**  
**FROM: TOM ENLOW**  
**DATE: October 30, 1996**  
**SUBJECT: 1997 TAX LEVY ORDINANCE**

## **INTRODUCTION**

This is the second reading of an ordinance setting the 1997 property tax levy.

## **BACKGROUND**

The preliminary assessed valuation for 1997 taxes is \$367,291,055. This is a 7% increase over 1996. Our 1996 property tax rate is \$1.60 per thousand. Our best estimate of taxes available for 1997 is \$600,000 which represents a 9% increase. However, the assessed valuation is subject to significant change before it is final and we don't know how our rate will be affected by the Fire and Library District requests and by the 106% limit.

In order to prepare a tax levy ordinance to receive the maximum amount of taxes before we have all the necessary information, the county assessor's office recommends requesting well over the amount we expect to receive. Therefore, this ordinance is based on a 1997 property tax rate of \$1.906 per thousand raising \$700,000 in taxes. Our 1997 budget will be based on the most accurate information available at the time it is passed, currently \$600,000.

The ordinance also sets excess levy rates for outstanding voted general obligation bonds. Debt service for the 1987 GO Bonds for sewer plant construction is approximately \$140,000 in 1996 or \$0.3911 per thousand.

## **FINANCIAL**

Property taxes are the second largest source of the city's general revenues at approximately 20%.

## **RECOMMENDATION**

Staff recommends adoption of the ordinance at its second reading.

**CITY OF GIG HARBOR  
ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF GIG HARBOR, WASHINGTON,  
LEVYING THE GENERAL PROPERTY TAXES FOR THE CITY OF GIG  
HARBOR FOR THE FISCAL YEAR BEGINNING JANUARY 1, 1997.**

---

**WHEREAS**, the City Council of the City of Gig Harbor has considered the city's anticipated financial requirements for 1997, and the amounts necessary and available to be raised by ad valorem taxes on real and personal property, and

**WHEREAS**, it is the duty of the City Council to certify to the board of county commissioners/council estimates of the amounts to be raised by taxation on the assessed valuation of property in the city,

**THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, DO ORDAIN  
AS FOLLOWS:**

Section 1. The ad valorem tax general levies required to raise estimated revenues for the City of Gig Harbor for the ensuing year commencing January 1, 1997, shall be levied upon the value of real and personal property which has been set at an estimated assessed valuation of \$367,291,055. Taxes levied upon this value shall be:

Approximately \$1.906 per \$1,000 assessed valuation, producing estimated revenue of \$700,000 for general government, or the maximum allowable by law; and

Section 2. The ad valorem tax excess levies required to raise estimated revenues for the City of Gig Harbor for the ensuing year commencing January 1, 1997, shall be levied upon the value of real and personal property which has been set at an assessed valuation of \$357,979,046. Taxes levied upon this value shall be:

Approximately \$0.3911 per \$1000 assessed valuation, producing an estimated amount of \$140,000 for 1987 sewer construction general obligation.

Section 3. This ordinance shall be certified by the city clerk to the clerk of the board of county commissioners/council and taxes hereby levied shall be collected and paid to the Finance Director of the City of Gig Harbor at the time and in a manner provided by the laws of the state of Washington for the collection of taxes.

Section 4. This ordinance shall be published in the official newspaper of the city, and shall take effect and be in full force five(5) days after the date of its publication.



**PASSED** by the City Council of the City of Gig Harbor, Washington, and approved by its Mayor at a regular meeting of the council held on this \_\_\_ day of \_\_\_\_\_, 1996.

\_\_\_\_\_  
Gretchen A. Wilbert, Mayor

ATTEST:

\_\_\_\_\_  
Mark Hoppen  
City Administrator/Clerk

Filed with city clerk:           10/21/96  
Passed by the city council:  
Date published:  
Date effective:





*City of Gig Harbor. The "Maritime City."*

3105 JUDSON STREET  
GIG HARBOR, WASHINGTON 98335  
(206) 851-8136

**TO: MAYOR WILBERT AND CITY COUNCIL**  
**FROM: MARK HOPPEN, CITY ADMINISTRATOR** *MH*  
**SUBJECT: INDIGENT DEFENSE SERVICES CONTRACT**  
**DATE: OCTOBER 6, 1996**

#### **INFORMATION/BACKGROUND**

Pierce County Indigent Defense Services has finally submitted a contract for 1996. The amount of the contract is the same as 1995. We have continued to utilize Pierce County services throughout this year. Signing the contract is a reasonable expectation.

#### **POLICY CONSIDERATION**

This contract is similar to 1995.

#### **FISCAL CONSIDERATIONS**

The contract amount of \$15,750, which is identical to 1995, is within the budgeted line allocation for this service in 1996.

#### **RECOMMENDATION**

Approve the contract as presented with recommendations of Legal Counsel, if any.



Pierce County

Department of Assigned Counsel

949 Market Street, Suite 334  
Tacoma, Washington 98402-3696  
(206) 591-6062 • FAX (206) 596-6715

RECEIVED

OCT 24 1996

CITY OF GIG HARBOR

JOHN H. HILL  
Director

October 21, 1996

Mark Hoppen  
City Administrator  
City of Gig Harbor  
3105 Judson Street  
Gig Harbor, WA 98335

Dear Mr. Hoppen:

Enclosed please find three originals of the contract between Pierce County (DAC) and Gig Harbor for 1996 regarding indigent defense services. It is my belief that this contract is identical to the 1995 contract. Please present all three copies for necessary signatures. Upon signature completion, please keep an original for the City and return two originals to me for distribution.

It would also be appreciated if you would authorize forwarding the quarterly payments for services already rendered in 1996.

Thank you for your cooperation in this matter. I look forward to beginning negotiations for 1997 at your convenience. You can reach me directly at 591-7292.

Sincerely,

John H. Hill  
Director of Assigned Counsel

JHH:krc



**PIERCE COUNTY  
CONTRACT DATA  
SHEET/MEMORANDUM**

**CONTROL # 96 - 7960-0**

**EXTERNAL/FINAL REVIEW**

SMITH, JULIE A - BUDGET & FINANCE  
 DICK, ROBERT P - PROSECUTING ATTORNEY *JD*  
 BEROSA, JOSEPH H - RISK INSURANCE ADMINISTRATION  
 KENNEY, PATRICK L - BUDGET & FINANCE  
 NEIDTZ, ANDREW E - PUBLIC SAFETY ADMINISTRATION  
 CROCCO, KARIS R - ASSIGNED COUNSEL

**Mod Type / #** Original 0  
**Mod Effective Date:**  
**Type:** Intra/Interagency Agreement  
**Category:** Receivable

**From:** ASSIGNED COUNSEL (001.150)  
**Contact:** CROCCO, KARIS R  
 Phone: 596-6970  
**Date:** 9/30/1996  
**Subject:** Contract with: GIG HARBOR, CITY OF (100360)  
 For: INDIGENT DEFENSE SERVICES

<b>Period of Performance:</b>		<b>From:</b>	1/1/1996
Renewal Period: No Renewal Option		<b>Current Adjusted To Date:</b>	12/31/1996
Mult-Year Fund Approval:		<b>Prior Adjusted To Date:</b>	12/31/1996
		<b>Original To Date:</b>	12/31/1996
<b>Contract Amounts:</b>			
Maximum \$ Amount:	\$15,750.00	Max Amt w/overrun:	\$15,750.00
Current Adjustment Amount:	\$0.00	Encumbrance Option:	Contract level
Cumulative Change:	\$0.00	Encumbrance Total:	\$0.00
<b>PW Supplemental Info:</b>			
Maximum \$ Amount:	\$15,750.00	Current Supplemental:	\$0.00
Unallocated Balance:	\$15,750.00	Cumulative Supplemental:	\$0.00
<b>Additional Information:</b>			
RFP #:		Federal Catalog #:	
Bid #:		External Contract #:	
Sole Source?		Certificate of Insurance?	No
Piggyback Contract:		Bond Amount:	\$0.00
		Retainage:	%

**Please return one (1) original copy of this contract to the Budget Department.**

PIERCE COUNTY  
CONTRACT SIGNATURE PAGE

Contract # 7940

IN WITNESS WHEREOF, the parties have executed this Agreement this \_\_\_\_ day of \_\_\_\_\_, 19\_\_.

CONTRACTOR:

Contractor Signature \_\_\_\_\_ Date \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

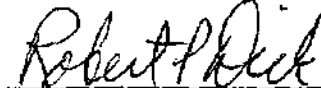
Federal Tax ID: \_\_\_\_\_

or

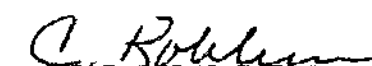
Social Security No: \_\_\_\_\_

PIERCE COUNTY:

 \_\_\_\_\_ Date \_\_\_\_\_  
Department Director

 \_\_\_\_\_ Date \_\_\_\_\_  
Prosecuting Attorney (as to form only)

 \_\_\_\_\_ 10-10  
Budget and Finance Date

 \_\_\_\_\_ 10-11  
Executive Director (if applicable) Date

\_\_\_\_\_ Date \_\_\_\_\_  
County Executive (if over \$50,000)

ASSIGNED COUNSEL

AGREEMENT

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 1996, by and between the City of Gig Harbor, (hereinafter called the "City"), and Pierce County, (hereinafter called the "County").

WITNESSETH:

WHEREAS, the Revised Code of Washington, Rules for Courts of Limited Jurisdiction JCR 2.11 requires legal counsel to be furnished every indigent defendant charged in the Gig Harbor Municipal Court with an offense whereby upon conviction may be punished by imprisonment, and

WHEREAS, the Gig Harbor Municipal Court Judge and City Administrator determined that the Pierce County Department of Assigned Counsel is capable and qualified to provide the necessary and required legal services, and

WHEREAS, said Judge and City Administrator have evaluated the performance of the above-named Department and found the requirements of the Rules for Courts of Limited Jurisdiction met by providing the necessary and qualified legal services to indigent defendants, thereby satisfying the requirements of the Judge of the Municipal Court, and

WHEREAS, the Pierce County Department of Assigned Counsel indicated their willingness to enter into a contractual agreement to furnish such services for the period beginning January 1, 1996, and ending December 31, 1996.

NOW, THEREFORE,

1. The department will provide legal counsel services to the Gig Harbor Municipal Court for the 1996 calendar year. Such services will include, but are not limited to, legal services to all indigent defendants charged with misdemeanor crimes, including, where appropriate, interviewing defendants held in custody, representation at arraignments as requested by the Court, and at all subsequent proceedings in the Municipal Court.
2. In return for the services rendered to the City and to those indigent defendants represented by the Department, the City agrees to pay the County a sum not to exceed \$15,750 annually, commencing January 1, 1996, and ending December 31, 1996. Payments shall be due and payable in the amount of \$3,937.509 the end of each quarter for those services rendered.

Assigned Counsel Agreement

Page 2

3. This agreement may be reviewed quarterly to determine whether the costs contemplated to the Department of Assigned Counsel have been materially altered. If at any such review it is determined that the projected expenses of Assigned Counsel have been materially increased/decreased, then the payment provisions of this contract shall be renegotiated or voided at the election of either party upon 90 days written notice.
4. The Department will comply with such reporting and project evaluation requirements as may be established by the City to enable it to appraise the effectiveness of the Department's services.
5. The Department will not subcontract any of its responsibilities or activities required hereunder without the prior written approval of the Judge(s) of the Municipal Court of Gig Harbor and the City Administrator.
6. The Department shall carry on its activities pursuant to this agreement at all times in full compliance with all applicable laws, rules and regulations of the United States Government, the State of Washington, the County of Pierce, and the City of Gig Harbor.
7. In all hiring or employment made possible by or resulting from this contract, (1) there will not be any discrimination against any employee or applicant for employment because of race, color, religion, sex, or national origin, (2) affirmative action will be taken to assure that applicants are employed and that employees are treated during employment, without regarding to their race, color, religion, sex, age, national origin, or marital status, and (3) the contractor agrees to comply with Section 504 of the Rehabilitation Act of 1973, thereby assuring that no person shall, on the basis of handicap, be excluded from participation in, be denied the benefits of, or other be subjected to discrimination under any program, service, or activity provided by this Department as part of this contract.
8. None of the funds, materials, property, or services provided directly or indirectly in this contract shall be used in the performance of this contract for any partisan political activity, or to further the elation or defeat of any candidate for public office. None of the funds provided under this contract shall be used for publicity or propaganda purposes designed to defeat or support legislation pending before any legislative body.

This agreement shall be in effect until the 31st day of December, 1996, provided that it may be renewable or renegotiable on or



before such termination date. This agreement may be terminated by either party in writing.

Termination shall be by written notice and shall be effective thirty (30) days from the receipt of written notice by the other party, unless otherwise agreed to by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year above written.


CITY OF GIG HARBOR

PIERCE COUNTY

\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
DIRECTOR OF DAC

\_\_\_\_\_  
CITY ADMINISTRATOR

  
\_\_\_\_\_  
PIERCE COUNTY EXECUTIVE

Approved as to Form:  
Robert P. Deak  
Dep. Pres. Attny





*City of Gig Harbor. The "Maritime City."*

3105 JUDSON STREET  
GIG HARBOR, WASHINGTON 98335  
(206) 851-8136

**TO: MAYOR WILBERT AND CITY COUNCIL**  
**FROM: MARK HOPPEN, CITY ADMINISTRATOR** *MHO*  
**SUBJECT: PROPOSED LEASE OF GAZABAT BUILDING**  
**DATE: NOVEMBER 7, 1996**

#### **INFORMATION/BACKGROUND**

As Planning and Public Works activity has increased, the area assigned for their work has become increasingly inadequate. Currently, the Planning Department and Public Works Department have a total of eight staff occupying approximately 1,000 square feet. Mr. Jean Gazabat has offered the lease of his lower floor to the city. Lease of the lower floor for \$1000 per month would procure 960 square feet of usable space. This lease would leave the Bogue Building available for city use or for sale.

#### **FISCAL CONSIDERATIONS**

With an annual lease of \$12,000 per year, assuming a minimum two year lease contract, the total obligation would be \$24,000. This is significantly more cost effective than any remodel option the city could initiate.

#### **RECOMMENDATION**

It is in the city's long term interest to provide efficient, functional work space. Leasing a portion of the Gazabat Building for two years provides the city with housing flexibility. Staff recommends that Council authorize negotiations with Mr. Gazabat to lease the lower floor of his building and to return to Council at the next Council Meeting with a lease proposal that has been reviewed by Legal Counsel. The proposed term of this lease would begin on December 1, 1996.





*City of Gig Harbor. The "Maritime City."*

3105 JUDSON STREET  
GIG HARBOR, WASHINGTON 98335  
(206) 851-8136

**TO: MAYOR WILBERT AND CITY COUNCIL**  
**FROM: TOM ENLOW**  
**DATE: NOVEMBER 5, 1996**  
**SUBJECT: AMENDMENT TO DEPT. OF ECOLOGY LOAN AGREEMENT**

### **BACKGROUND**

Although the WWTP expansion project has not been finalized, the Department of Ecology would like us to begin repayments on our State Revolving Fund loan.

The original agreement estimated a completion date of July 1, 1995, with loan payments beginning July 1, 1996. This amendment changes the completion date to November 30, 1995 and the first payment to November 30, 1996.

### **RECOMMENDATION**

Staff recommends authorizing the Mayor to sign the amendment.

LOAN AMENDMENT NO. 1  
TO ECOLOGY LOAN AGREEMENT NO. L9400001  
BETWEEN THE STATE OF WASHINGTON DEPARTMENT OF ECOLOGY  
AND THE  
CITY OF GIG HARBOR

**PURPOSE:** To amend the above-referenced loan agreement between the Department of Ecology (DEPARTMENT) and the city of Gig Harbor (RECIPIENT).

In recognition of the fact that the loan portion of the project is now complete, the loan agreement is amended as follows:

- Part VIII. Project Completion Schedule will now read ...A. Date of Project Completion ...November 30, 1995.
- Exhibit E, Estimated Loan Repayment Schedule, is replaced with the attached Exhibit E, Final Loan Repayment Schedule. Semiannual repayments beginning November 30, 1996, should be sent to:

DEPARTMENT OF ECOLOGY  
CASHIERING SECTION  
P.O. BOX 5128  
LACEY, WA 98509-5128

Except as expressly provided in the this amendment, all other terms and conditions of the original loan agreement and any amendments thereto remain in full force and effect.

This amendment shall be effective on the date of signature by the Program Manager of the Water Quality Program.

In Witness Whereof, the parties execute this Amendment.

STATE OF WASHINGTON  
DEPARTMENT OF ECOLOGY

CITY OF GIG HARBOR

\_\_\_\_\_  
MICHAEL T. LLEWELYN      DATE  
PROGRAM MANAGER  
WATER QUALITY PROGRAM

\_\_\_\_\_  
GRETCHEN WILBERT      DATE  
MAYOR

APPROVED AS TO FORM ONLY  
ASSISTANT ATTORNEY GENERAL

EXHIBIT E

10/09/96

OF GIG HARBOR

Loan Amount: \$ 933,536.88

Loan Date: 10-01-1996

Term of Loan: 27

Annual Interest Rate: 3.500 %

Amortization Method: Normal, 365 D/Y

Interest Compounded: Semi-Annual

PMT Due Date	Payment Amount	Interest	Principal	Balance
1 11-30-96	43,176.65	5,371.03	37,805.62	895,731.26
1996 totals	43,176.65	5,371.03	37,805.62	
2 05-30-97	43,176.65	15,675.30	27,501.35	868,229.91
3 11-30-97	43,176.65	15,194.02	27,982.63	840,247.28
1997 totals	86,353.30	30,869.32	55,483.98	
4 05-30-98	43,176.65	14,704.33	28,472.32	811,774.96
5 11-30-98	43,176.65	14,206.06	28,970.59	782,804.37
1998 totals	86,353.30	28,910.39	57,442.91	
6 05-30-99	43,176.65	13,699.08	29,477.57	753,326.80
7 11-30-99	43,176.65	13,183.22	29,993.43	723,333.37
1999 totals	86,353.30	26,882.30	59,471.00	
8 05-30-00	43,176.65	12,658.33	30,518.32	692,815.05
9 11-30-00	43,176.65	12,124.26	31,052.39	661,762.66
2000 totals	86,353.30	24,782.59	61,570.71	
10 05-30-01	43,176.65	11,580.85	31,595.80	630,166.86
11 11-30-01	43,176.65	11,027.92	32,148.73	598,018.13
2001 totals	86,353.30	22,608.77	63,744.53	
12 05-30-02	43,176.65	10,465.32	32,711.33	565,306.80
13 11-30-02	43,176.65	9,892.87	33,283.78	532,023.02
2002 totals	86,353.30	20,358.19	65,995.11	
14 05-30-03	43,176.65	9,310.40	33,866.25	498,156.77
15 11-30-03	43,176.65	8,717.74	34,458.91	463,697.86
2003 totals	86,353.30	18,028.14	68,325.16	
16 05-30-04	43,176.65	8,114.71	35,061.94	428,635.92
17 11-30-04	43,176.65	7,501.13	35,675.52	392,960.40
2004 totals	86,353.30	15,615.84	70,737.46	

THIS IS A FINAL REPAYMENT SCHEDULE FOR LOAN #L9400001

1/09/96

PMT Due Date	Payment Amount	Interest	Principal	Balance
18 05-30-05	43,176.65	6,876.81	36,299.84	356,660.56
19 11-30-05	43,176.65	6,241.56	36,935.09	319,725.47
2005 totals	86,353.30	13,118.37	73,234.93	
20 05-30-06	43,176.65	5,595.20	37,581.45	282,144.02
21 11-30-06	43,176.65	4,937.52	38,239.13	243,904.89
2006 totals	86,353.30	10,532.72	75,820.58	
22 05-30-07	43,176.65	4,268.34	38,908.31	204,996.58
23 11-30-07	43,176.65	3,587.44	39,589.21	165,407.37
2007 totals	86,353.30	7,855.78	78,497.52	
24 05-30-08	43,176.65	2,894.63	40,282.02	125,125.35
25 11-30-08	43,176.65	2,189.69	40,986.96	84,138.39
2008 totals	86,353.30	5,084.32	81,268.98	
26 05-30-09	43,176.65	1,472.42	41,704.23	42,434.16
27 11-30-09	43,176.76	742.60	42,434.16	0.00
2009 totals	86,353.41	2,215.02	84,138.39	
Grand totals	\$ 1,165,769.66	\$ 232,232.78	\$ 933,536.88	

THIS IS A FINAL REPAYMENT SCHEDULE FOR LOAN #L9400001





*City of Gig Harbor. The "Maritime City."*

3105 JUDSON STREET  
GIG HARBOR, WASHINGTON 98335  
(206) 851-8136

**TO: MAYOR WILBERT AND CITY COUNCIL**  
**FROM: MARK HOPPEN, CITY ADMINISTRATOR** *MH*  
**SUBJECT: INSURANCE BIDS FOR 1997**  
**DATE: NOVEMBER 7, 1995**

### **INFORMATION/BACKGROUND**

Three insurance alternatives were assessed for the city's insurance coverage for 1997. The Washington Cities Insurance Authority, a large pool, could not compete with our current coverage (see attached letter). PRISM coverage, offered by our current insurer, Reliance Insurance, is quoted at \$46,103 (a reduction from last year's quote of \$47,475). The Association of Washington Cities Insurance pool, AWC RMSA, is offered at variable coverage limits from \$1 to \$5 million. An informative, side-by-side description of the respective coverages is attached.

As suggested by our broker, Mr. Steve Feltus, PRISM coverages are adequate for the city's needs, although AWC offers competitive coverage. In the past, Council has expressed uncertainty that AWC will not assess a higher rate in the second year of a two year commitment, if the pool pays out many large claims in the same year. There is nothing in the PRISM contract (Reliance Insurance) that binds the city to a risk of increased premiums in a second year. The city could always seek alternative coverage in light of a rate increase from PRISM.

### **POLICY CONSIDERATIONS**

Both suggested coverages are feasible insurance alternatives which could meet the city's needs.

### **FISCAL CONSIDERATIONS**

**Note the attached comparison sheet.**

### **RECOMMENDATION**

Staff is satisfied that either coverage can meet the city's insurance needs.

**COVERAGE COMPARISON**  
for  
**City of Gig Harbor**

<u>Types of Coverages</u>	<u>AWC RMSA Coverages</u>	<u>Current Coverage</u>
Property Blanket Building & Contents	\$25 million per occurrence All Risk Replacement cost No deductibles Earthquake and flood covered Earthquake and flood deduct is 2% or \$25,000 per occur Earthquake limit is \$25 million yearly aggregate	\$5,752,400 Special Perils Replacement Cost <b>\$1,000 Deductible</b> Earthquake Included Earthquake deductible is 5% Property limit is the current replacement cost for Gig Harbor asset value
Automobile Liability includes Comprehensive & Collision	\$1 mill to \$5 mill per occurrence for BI and PD  NO UIM coverage Coverage for Non-owned and hired vehicles No deductibles  Total loss determined by ACV  Liab limits selected by city	\$5 million Combined Single* limit for BI and PD \$1 million for Uninsured Motorist Coverage for Non-Owned and Hired vehicles <b>Deductibles for Comp (\$250) Collision (\$500) and Specified Perils (\$250)</b> Total Loss determined by ACV
General Liability	\$1 mill to \$5 mill per occurrence  Products and completed operations aggregate is 2 times your liability limit.  Liab limits selected by city	\$5 million per occurrence* \$6 million aggregate*
Law Enforcement Liability	\$1 mill to \$5 mill per occurrence No aggregate No deductible	\$5 million per occurrence/ \$6 million aggregate <b>\$2,500 deductible</b>

<u>Types of Coverages</u>	<u>AWC RMSA Coverages</u>	<u>Current Coverage</u>
Public Official Errors & Omissions	\$1 mill to \$5 mill per occurrence Aggregate is the same as your limit No deductible Occurrence policy	\$5 million per occurrence/ \$5 million aggregate <b>\$1,000 deductible</b> *Claims Made Policy*
Boiler & Machinery	\$30 million limit No deductible Coverage is through Kemper Insurance	\$2 million limit <b>\$2,500 deductible</b>
Employee Fidelity and Faithful Performance	\$250,000 per employee/per occurrence  Coverage is through Hartford Insurance	\$100,000 per employee/per occurrence
1996/1997 Cost	\$48,444 basic package: additional charge for higher limits Pool can offer \$1 mill to \$5 mill per occurrence coverage Please see attachment for higher limit charges	\$46,103  * Liability Limits show Primary \$1,000,000 per occurrence and includes Excess Limits of \$4,000,000 in the aggregate



BRATRUD  
MIDDLETON  
INSURANCE

## **BRATRUD MIDDLETON**

4701 South 19th  
Tacoma, WA 98405  
P.O. Box 11205  
Tacoma, WA 98411  
Fax # (206) 752-8653  
(206) 759-2200

September 23, 1996

Mr. Mark Hoppen, City Administrator  
City of Gig Harbor  
3105 Judson Street  
Gig Harbor, Washington 98335

**RE: City of Gig Harbor  
1995/96 Insurance Proposal**

Dear Mark,

On behalf of Reliance Insurance Company and PRISM, Bratrud Middleton is providing a proposal for coverage effective 12-1-96.

Highlights of coverages is in accordance with the following terms and conditions:

### **GENERAL LIABILITY**

General Aggregate Limit	\$ 2,000,000
B/PP Each Occurrence Limit	\$ 1,000,000
Deductible Applicable to B/PP	\$ 0
Personal Injury Limit	\$ 1,000,000
Fire Legal Liability Limit	\$ 50,000
Medical Expense Limit	\$ 5,000
Law Enforcement Endorsement	\$ 1,000,000
Law Enforcement Deductible	\$ 2,500
Employee Benefits Liability (Claims Made)	\$ 1,000,000
Employee Benefits Deductible	\$ 1,000

### **SPECIAL COVERAGE EXTENSIONS**

Intentional Acts to protect persons or property  
Employees/Volunteers as Additional Insureds  
Host Liquor Liability  
Contractual Liability  
Sewer Backup  
Non-Owned Watercraft  
Discrimination/Civil Rights  
Emergency Medical Technicians

**IMPORTANT EXCLUSIONS**

Pollution Liability  
 Asbestos Liability  
 Employment Practices Liability (Provided with Public Officials Liability)  
 Failure to Supply (Water & Electric are optional buy backs)  
 Dam Failure (optional buy back)

**AUTO LIABILITY**

Combined Single Limit for BI & PD	\$	1,000,000
Uninsured/Underinsured Motorist	\$	1,000,000
Medical Payments Each Person	\$	5,000
Non-Owned and Hired Auto		INCLUDED
Temporary Substitute Auto		INCLUDED

**AUTOMOBILE PHYSICAL DAMAGE**

Autos per schedule on application		
Comprehensive Deductible	\$	250
Collision	\$	500
Valuation at time of Loss		ACV
Hired & Non Owned Physical Damage	\$	100,000

**PROPERTY COVERAGES**

Building and Contents - Special Form	\$	5,752,400
with Earthquake Included		
Valuation		REPLACEMENT
Scheduled Equipment	\$	59,500
Rented or Leased Equipment	\$	100,000
Miscellaneous Tools & Equipment	\$	13,000
Valuation		ACV
EDP Hardware	\$	50,000
Media/Software	\$	25,000

**Extended Special Building and Personal Property Coverages**

Accounts Receivable	\$	25,000
Valuable Papers	\$	25,000
Extra Expense - Blanket	\$	50,000
Transit	\$	10,000
Money & Securities In & Out	\$	5,000

**Extended Special Building and Personal Property Coverages (cont'd)**

Outdoor Signs	\$	10,000
Arson Reward	\$	5,000
Piling, Piers, Wharves & Docks		Included
Pollutant Cleanup	\$	10,000
Fine Arts	\$	25,000
Lawn, Trees & Shrubs	\$	2,000
Employee Dishonesty	\$	100,000
Personal Effects		Included
Demolition Cost	\$	25,000
Increased Cost of Construction	\$	25,000
Newly Acquired Buildings	\$	1,000,000
Newly Acquired Personal Property	\$	500,000
Deductibles	\$	1,000 AOP; 5% Earthquake

**SPECIAL CONDITIONS**

Does not require rebuilding at same location  
 Coinsurance does not apply to Architect Fees  
 Contents includes Personal Property of Others  
 Newly acquired property up to 90 days  
 Water/Sewer Backup is covered peril

**BOILER**

Property Damage	\$	2,000,000
Property Damage Deductible	\$	2,500

**PUBLIC OFFICIALS E & O**

Per Occurrence Limit	\$	1,000,000
Aggregate Limit	\$	1,000,000
Deductible	\$	2,500
Coverage Form		CLAIMS MADE
Retro Date		12/01/91

**FOLLOWING FORM EXCESS LIABILITY,**  
**AUTO & PUBLIC OFFICIALS E & O**                   \$ 4,000,000

**TOTAL PROPOSED PREMIUM**                         \$ 46,103

**HISTORICAL PREMIUM COMPARISON** (at \$5,000,000 Liability Limits) for the past two years with the AWC Pool vs. Reliance:

		<b>AWC</b>		<b>Reliance</b>
1994-95	\$	65,189.13	\$	61,278.00
1995-96	\$	49,003.00	\$	47,475.00



1076 Franklin St. SE  
 Olympia, WA 98501-1346  
 (360) 753-4137, FAX 753-4896

ASSOCIATION OF WASHINGTON CITIES

October 25, 1996

Ms. Molly Towslee  
 City of Gig Harbor  
 3105 Judson Street  
 Gig Harbor, WA 98335

**RE: AWC RMSA**

Dear Molly:

I want to thank you for giving the AWC RMSA another opportunity to bid for Gig Harbor's property and liability business. I have completed the coverage comparison that you requested. Please find this information enclosed.

Every year Steve Feltus raises the same warning bells about the financial solvency of the AWC RMSA. I thought I would try a different format to explain our financial health this time. Below is a table that outlines the different coverages we offer and the insurance companies that back each line of coverage.

Coverage	AWC RMSA Self Insured Retention (SIR)	Excess Carrier They handle exposure above SIR	AM BEST Rating	Surplus
Property - Claims for city property	\$25,000	AIG/Lexington and Commonwealth	AIG (A++) Commonwealth (A7)	AIG \$970 mill Commonwealth \$100 mill
Liability (E&O, General Liab, Auto)	\$300,000	NLC Mutual	A-	\$20 million
Boiler and Machinery	\$1,000	Kemper Insurance	A-	\$462 million
Employee Fidelity	\$1,000	Hartford Insurance	A+	\$3.7 billion



Page -2-  
Molly Towslee  
City of Gig Harbor

As you can see, the AWC RMSA has placed it's excess insurance coverages with several high quality insurance companies. Mr. Feltus says "the standard requirements for financial solvency by most municipal entities when requiring insurance from contractors on public contracts is a Best rating AVI or better." Where does he get this information from? How does he know this?

Every year the AWC RMSA has audit done by the State Auditors office. I would suspect they are more demanding than the Insurance Commissioner. Every year a leading national actuarial firm (Tillinghast) reviews our loss history and recommends appropriate funding levels for the upcoming year. The AWC RMSA Management Committee and staff management always takes a conservative approach in funding this program.

Switching to the AWC RMSA would represent a definite change for the city. However, you can be assured that you would get quality service from the staff, risk management advice and participation in a program that is truly working for the city's best interests.

If you have any questions or concerns, please call me.

Sincerely,



Jerry Spears  
Insurance Services Analyst

/js

cc: Gig Harbor file

## **Quotes for City of Gig Harbor Calendar Year 1997**

\$1 million - \$48,444.00

\$2 million - \$53,211.00

\$3 million - \$57,048.00

\$4 million - \$58,908.00

\$5 million - \$60,129.00

**Please note the different quotes listed above are for the entire insurance package offered through the AWC RMSA including PROPERTY, BOILER & MACHINERY, EMPLOYEE FIDELITY, AND ALL LINES OF LIABILITY INCLUDING GENERAL LIABILITY, PUBLIC OFFICIALS ERRORS AND OMISSIONS, AUTO LIABILITY, AND LAW ENFORCEMENT LIABILITY. All coverages through the AWC RMSA are occurrence based. The different layers listed above reflect different levels of liability coverage that the city can select. The city can choose from \$1 million per occurrence to \$5 million occurrence of liability coverage.**

**General liability, auto liability and police liability claims have unlimited yearly aggregates in contrast to your current coverage. Products and completed operations liability claims and errors and omissions claims have yearly aggregates.**



# Washington Cities Insurance Authority

September 10, 1996

Ms Molly Towslee  
City of Gig Harbor  
3105 Judson Street  
Gig Harbor, WA 98335

RE: Insurance Proposal

Dear Ms Towslee:

I reviewed the information you sent me and it looks like we cannot compete from a price standpoint. We can provide better coverage, claims administration and loss control services but are unable to submit a proposal with numbers as attractive as you currently have.

If Gig Harbor is interested in a top notch program to afford coverage and to provide risk management services and the short term lowest cost is not your main concern please give me a call. Eighty-eight public entities have decided that the services we provide are also very important.

Sincerely,

Eric B. Larson  
Assistant Director

Gigharbor3





*City of Gig Harbor. The "Maritime City."*

3105 JUDSON STREET  
GIG HARBOR, WASHINGTON 98335  
(206) 851-8136

**TO: MAYOR WILBERT AND CITY COUNCIL**  
**FROM: TOM ENLOW**  
**DATE: NOVEMBER 7, 1996**  
**SUBJECT: FIRST READING - 1997 BUDGET ORDINANCE**

### **BACKGROUND**

The total preliminary 1997 budget is \$17,028,125, which is 32 percent higher than the 1996 budget. This amount is subject to changes suggested at the public hearings and worksessions or from corrections that may come to our attention.

The largest fund increase, over \$2 million, is in the Property Acquisition Fund for the purchase of the Harbor Heights School property. This is an exciting possibility which could provide nearly 10 acres of park and civic property with potential for a senior or civic center and city hall.

The Streets Fund has the next largest increase, over \$1.5 million. We are carrying forward from the 1996 budget the Kimball Drive Park & Ride at \$1,160,000 and Rosedale reconstruction at \$790,000. The increase is attributable to design and construction of the East-West Road at \$1,600,000. We will be receiving \$2,634,000 from federal and state grants and county participation on the \$3,550,000 of projects.

Nearly half of the 1997 budget, or \$8,020,245, is allocated to capital expenditures, including the projects listed above, Jerisich Dock improvements, remodeling of various municipal buildings and a variety of water and sewer projects.

Salaries and benefits account for 16.6% of the budget at \$2,822,374. The 12% increase is due to the addition of six and one-half positions during the year and to a 2.9% COLA increase. Four of these positions (three police officers and a code compliance officer for the planning dept.) will be added as needed after the Westside annexation is complete. Another police officer, a wastewater treatment plant operator and a half-time shop clerk/office assistant will be added as soon as possible in 1997.

Another \$2,195,200, or 12.9% of the budget is accounted for by transfers between funds. These are primarily to support capital projects and include transfers from the General Fund to the Streets, Property Acquisition, and Storm Sewer Funds; transfers from the General Government Capital Asset and General Government Capital Improvement Funds to Streets; and transfers from Water and Sewer Operating Funds to Water and Sewer Capital Construction Funds.

### **RECOMMENDATION**

Staff recommends adoption of the ordinance, as amended to reflect suggestions from the public hearings and worksessions, at its second reading.

**CITY OF GIG HARBOR  
ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF GIG HARBOR,  
WASHINGTON, FOR THE 1997 FISCAL YEAR.**

**WHEREAS**, the Mayor of the City of Gig Harbor, Washington completed and placed on file with the city administrator/clerk a proposed budget and estimate of the amount of the moneys required to meet the public expenses, bond retirement and interest, reserve funds and expenses of government of said city for the 1997 fiscal year, and a notice was published that the Gig Harbor City Council would meet on November 12 and November 25, 1995 at 7:00 p.m., in the Council Chambers in the City Hall for the purpose of making and adopting a budget for 1997 and giving taxpayers an opportunity to be heard on the budget; and

**WHEREAS**, the said city council did meet at the established time and place and did consider the matter of the 1997 proposed budget; and

**WHEREAS**, the 1997 proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Gig Harbor for the purposes set forth in the budget, and the estimated expenditures set forth in the budget being all necessary to carry on the government of Gig Harbor for 1997 and being sufficient to meet the various needs of Gig Harbor during 1996.

**NOW, THEREFORE**, the City Council of the City of Gig Harbor **DO ORDAIN** as follows:

Section 1. The budget for the City of Gig Harbor, Washington, for the year 1997 is hereby adopted in its final form and content.

Section 2. Estimated resources, including beginning cash balances, for each separate fund of the City of Gig Harbor, and aggregate total for all funds combined, for the year 1997 are set forth in summary form below, and are hereby appropriated for expenditure during the year 1997 as set forth below:

## 1997 BUDGET APPROPRIATIONS

<u>FUND / DEPARTMENT</u>	<u>AMOUNT</u>
001 GENERAL GOVERNMENT	
01 NON-DEPARTMENTAL	\$951,464
02 LEGISLATIVE	19,000
03 MUNICIPAL COURT	238,395
04 ADMINISTRATIVE/FINANCIAL	385,450
06 POLICE	1,145,647
14 COMMUNITY DEVELOPMENT	341,622
15 PARKS AND RECREATION	560,550
16 BUILDING	218,000
19 ENDING FUND BALANCE	<u>36,693</u>
001 TOTAL GENERAL FUND	3,896,821
101 STREET FUND	4,162,574
105 DRUG INVESTIGATION FUND	8,200
107 HOTEL-MOTEL FUND	3,500
109 PROPERTY ACQUISITION FUND	2,700,000
200 '78 GO BONDS - FIRE	8,250
201 '75 GO BONDS - SEWER	6,000
203 '87 GO BONDS - SEWER CONSTRUCTION	140,000
208 '91 GO BONDS - SOUNDVIEW DRIVE	105,000
301 GENERAL GOVT. CAPITAL ASSETS	520,000
305 GENERAL GOVT. CAPITAL IMPROVEMENT	310,000
401 WATER OPERATING	838,100
402 SEWER OPERATING	1,065,744
407 UTILITY RESERVE	500,000
408 UTILITY BOND REDEMPTION FUND	926,786
410 SEWER CAPITAL CONSTRUCTION	855,000
411 STORM SEWER OPERATING	307,000
420 WATER CAPITAL ASSETS	671,000
605 LIGHTHOUSE MAINTENANCE TRUST	<u>4,150</u>
TOTAL ALL FUNDS	<u>\$17,028,125</u>

Section 4. Attachment "A" is adopted as the 1997 personnel salary schedule.

Section 5. The city administrator/clerk is directed to transmit a certified copy of the 1997 budget hereby adopted to the Division of Municipal Corporations in the Office of the State Auditor and to the Association of Washington Cities.

Section 6. This ordinance shall be in force and take effect five(5) days after its publication according to law.

**PASSED** by the City Council of the City of Gig Harbor, Washington, and approved by its Mayor at a regular meeting of the council held on this 25th day of November, 1996.

\_\_\_\_\_  
Gretchen A. Wilbert, Mayor

ATTEST:

\_\_\_\_\_  
Mark Hoppen  
City Administrator/Clerk

Filed with city clerk: 11/5/96  
Passed by the city council:  
Date published:  
Date effective:



## ATTACHMENT "A"

### 1997 SALARY SCHEDULE

<u>POSITION</u>	<u>RANGE</u>	
	<u>Minimum</u>	<u>Maximum</u>
City Administrator	\$4,847	\$6,059
Public Works Director	4,340	5,426
Chief of Police	4,107	5,134
Finance Director	3,910	4,888
Planning Director	3,826	4,783
Police Lieutenant	3,595	4,494
Public Works Supervisor	3,298.*	4,123.*
Police Sergeant	3,425	4,281
Fire Marshal/Building Official	3,256.*	4,070.*
Sewer Plant Supervisor	3,157.*	3,946.*
Planning Associate	2,786.*	3,483.*
Police Officer	2,764	3,455
Foreman	2,760.*	3,450.*
Construction Inspector	2,740.*	3,425.*
Sewer Plant Operator	2,698.*	3,373.*
Maintenance Worker	2,500.*	3,125.*
Engineering Technician	2,437.*	3,046.*
Administrative Assistant	2,428	3,036
Public Works Assistant	2,360.*	2,950.*
Court Administrator	2,278.*	2,848.*
Finance Technician	2,156.*	2,695.*
Planning-Building Assistant	2,156.*	2,695.*
Laborer	2,117.*	2,646.*
Court Clerk	2,065.*	2,581.*
Police Services Specialist	1,980.*	2,475.*
Administrative Receptionist	1,751.*	2,188.*

\* These amounts are 1996 salary ranges. They will be updated when negotiations with the Employee's Guild are complete.





*City of Gig Harbor. The "Maritime City."*

3105 JUDSON STREET  
GIG HARBOR, WASHINGTON 98335  
(206) 851-8136

**TO:** MAYOR WILBERT AND CITY COUNCIL MEMBERS  
**FROM:** Wes Hill, P.E., Public Works Director *WH*  
Tom Enlow, Finance Director  
**SUBJECT:** Parks, Recreation & Open Space Plan - Capital Improvement  
Program/Financing Element  
**DATE:** November 6, 1996

#### **INTRODUCTION/BACKGROUND**

The draft Parks, Recreation and Open Space Plan for the City of Gig Harbor was presented for review at the June 24, 1996 City Council meeting. The draft plan was forwarded with recommended changes from the City Planning Commission following a March 21, 1996 public hearing and subsequent public work session on April 4, 1996. Review comments from the Washington State Department of Natural Resources and Pierce County Planning and Land Services were included with the previous Council packet, and the relevant comments have been incorporated into proposed errata for the "Final" document, which is the subject of a separate agenda item. The "Final" document will amend the Parks and Recreation element of the City's Comprehensive Plan.

Following the June 24, 1996 meeting, the Council conducted a public work session on the draft Parks, Recreation and Open Space Plan on September 16, 1996. One of the primary topics of discussion was the proposed Implementation Program and project prioritization as reflected in the proposed six-year Capital Improvement Program (CIP).

Council requested that the proposed six-year CIP be modified to reflect the comments generated at that work session, and be returned for Council review. The revisions are reflected on the attached Capital Improvement Program (1997-2002). Projects and objectives identified and prioritized in the six-year CIP are intended to reflect the Council's preferred focus over the next six years for implementing specific elements of the broader service objectives set forth in the Plan to provide a consistent Level of Service within budgetary constraints.

#### **POLICY CONSIDERATIONS**

The proposed projects and objectives included in the updated six-year CIP reflect the current consensus of the Council regarding specific program elements for inclusion in the City's Parks program. In addition, these projects and objectives together with their estimated costs will form the basis for any subsequent parks impact fee program adopted by Council or Pierce County.

#### **FISCAL CONSIDERATIONS**

The specific financial impact of the proposed Implementation Program will depend on the following:

- A. The specific projects and objectives adopted during each budget year.
- B. The proportionate share of any impact fee that may be adopted.

**MAYOR WILBERT AND GIG HARBOR CITY COUNCIL**

**November 6, 1996**

**Page 2**

- C. Availability of funding and/or the adopted financing strategy (generally, and or project/objective- specific).

**RECOMMENDATION**

Staff recommends that the Council move and approve the six-year Capital Improvement Program (1997-2002) as shown for incorporation in the Final Parks, Recreation and Open Space Plan.

Priority	Site	Lvl	Act	Item	Unit	Unit Cost	Quantity	Qty Cost	Project	High	High/Mod	Moderate	Low
<b>CONSERVANCY PARKS</b>													
high	Wilkinson Wetlands	lcl	acq	acquire/accept donations	acre	31,250	16.00	500,000	555,430	555,430			
			dvp	trail - class 4 w/o services	miles	37,651	0.50	18,826					
moderate	WWTP	lcl	dvp	trailhead with parking	stall	2,440	15.00	36,604	77,116			77,116	
			dvp	trail-class 3 w/o services	miles	46,485	0.25	11,621					
			dvp	trailhead w/parking/restrooms	stall	6,549	10.00	65,494					
low	Scafield Property	rgt	acq	acquire uplands	acre	1,036,728	1.15	1,190,000	1,347,654				1,347,654
			acq	acquire tidelands	acre	5,000	10.00	50,000					
			dvp	trail - class 4 w/o services	miles	37,651	0.25	9,413					
			dvp	trailhead with parking, restrooms	stall	6,549	15.00	98,241					
<b>Total Conservancy Parks</b>								<b>1,980,199</b>	<b>1,980,199</b>	<b>555,430</b>	<b>0</b>	<b>77,116</b>	<b>1,347,654</b>
<b>RESOURCE PARKS</b>													
high	City Park	lcl	acq	acquire adjacent property	acre	75,757	1.98	150,261	153,851	153,851			
			dvp	trail - class 5 w/o services	miles	14,359	0.25	3,590					
high	City Park ext	lcl	acq	acquire east of Wheeler St	acre	100,000	1.10	110,000	110,000	110,000			
high	Glg Harbor Marine Park	rgl	plan	master plan for harbor use	plan	50,000	1.00	50,000	50,000	50,000			
high	Jerisich Park	rgt	dvp	dock extension	sq ft	32	1,050.00	33,600	33,600	33,600			
			acq	acquire Skansie Property	acre	1,166,667	1.50	1,750,000	1,750,000	1,750,000			
			dvp	construct additional dock	sq ft	50	3,752.00	187,600					
			dvp	restore net shed	sq ft	10	2,000.00	20,000					
			dvp	develop picnic facilities	table	3,400	5.00	17,000	224,800				
low	WWTP	rgl	acq	acquire adjacent properties	acre	8,240	11.50	94,760	94,760	94,760			94,760
low	Grandview Forest Prk.	lcl	dvp	trailhead w/parking/sanican	stall	2,440	30.00	73,208	73,208	73,208			73,208
			dvp	picnic facilities w/o services	table	3,400	4.00	13,600	13,600				
<b>Total Resource Parks</b>								<b>2,503,619</b>	<b>2,503,619</b>	<b>2,265,419</b>	<b>0</b>	<b>0</b>	<b>167,968</b>
<b>TRAIL SYSTEMS</b>													
high	Harbor Ferry Landing	rgl	dvp	View platform/access	sq ft	850	240.00	204,000	204,000	204,000			
high/mod	Harbor Ridge MS	lcl	dvp	trail - multi w/o services	miles	189,450	0.05	8,611	18,611	18,611			
			dvp	View platform with picnic	sq ft	50	200.00	10,000					
low/mod	Harbor Heights	lcl	dvp	Trail - multi w/o services	miles	189,450	0.14	25,834	32,234				32,234
			dvp	overlook w/picnic	sq ft	32	200.00	6,400					
low	Lagoon/Narrows trail	rgt	acq	trail use rights	plan	15,000	1.00	15,000	565,192				565,192
			dvp	trail -w/o services- UGA	miles	87,447	5.45	476,984					
			dvp	trailhead w/parking /sanican	stall	2,440	30.00	73,208					
mod/high	SR-16 Mountain Bike tr	lcl	dvp	mtn bike trail - w/o srvc - UGA	miles	14,683	1.82	26,696	26,696	26,696			
low	Pioneer/Harborview Pt	lcl	dvp	streetscape	sq ft	12	12,000.00	144,000	144,000				144,000
low	Water trails	rgl	acq	water trailhead w/svs	site	22,304	0.50	11,152	11,152				11,152
low	Burnham Drive	lcl	dvp	AASHTO 3 to SR-16 w/o services	miles	158,616	1.70	270,368	270,368				270,368
<b>Total Trail Systems</b>								<b>1,272,253</b>	<b>1,272,253</b>	<b>204,000</b>	<b>45,307</b>	<b>0</b>	<b>1,022,946</b>
<b>ATHLETIC FIELDS</b>													
high	City Park	lcl	acq	acquire adjacent property	acre	25,000	11.90	297,521	347,521	347,521			
high	Tallman Ball fields	rgl	acq	acquire through donation	acre		20.00						
high	Skate Board Park	rgl	dvp	develop park				50,000	50,000	50,000			
high	Harbor Ridge MS	rgl	plan	master site plan for rec uses	plan	15,000	1.00	15,000	15,000	15,000			
high	Henderson Alt	rgl	plan	master site plan for rec uses	plan	25,000	1.00	25,000	25,000	25,000			
high	GHPSD school sites	lcl	plan	master site plan for rec uses	plan	15,000	1.70	15,000	15,000	15,000			
<b>Total Athletic Fields</b>								<b>402,521</b>	<b>452,521</b>	<b>452,521</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>COMMUNITY RECREATION CENTERS</b>													
high	CLC/Henderson Alt	rgl	acq	master plan facilities	plan	50,000	1.00	50,000	50,000	50,000			
high	Harbor Ridge MS	rgl	plan	master plan facilities	plan	10,000	1.00	10,000	10,000	10,000			
		lcl	dvp	renovate building	sq ft	25	3,000.00	75,000					
mod	City Park	lcl	acq	acquire Mason's building				50,000	50,000	50,000		50,000	
<b>Total Community Recreation Areas</b>								<b>185,000</b>	<b>110,000</b>	<b>60,000</b>	<b>50,000</b>	<b>0</b>	<b>0</b>
<b>TOTAL ALL PROJECTS</b>								<b>6,343,593</b>	<b>6,318,593</b>	<b>3,537,370</b>	<b>95,307</b>	<b>77,116</b>	<b>2,538,568</b>





*City of Gig Harbor. The "Maritime City."*

3105 JUDSON STREET  
GIG HARBOR, WASHINGTON 98335  
(206) 851-8136

**TO: MAYOR WILBERT AND CITY COUNCIL MEMBERS**  
**FROM: Wes Hill, P.E., Public Works Director**  
**Ray Gilmore, Director, Planning-Building Department**  
**SUBJECT: Parks, Recreation & Open Space Plan - Revision to the Parks and Recreation**  
**Element of the Gig Harbor Comprehensive Plan; Public Hearing and First**  
**Reading of Ordinance to Amend Comprehensive Plan**  
**DATE: November 6, 1996**

### **INTRODUCTION/BACKGROUND**

The draft Parks, Recreation and Open Space Plan for the City of Gig Harbor was presented for review at the June 24, 1996 City Council meeting. The draft plan was forwarded with recommended changes from the City Planning Commission following a March 21, 1996 public hearing and subsequent public work session on April 4, 1996. Review comments from the Washington State Department of Natural Resources and Pierce County Planning and Land Services were included with the previous Council packet, and the relevant comments have been incorporated into proposed errata for the "Final" document which will amend the Parks and Recreation element of the City's Comprehensive Plan.

Following the June 24, 1996 meeting, the Council conducted a public work session on the draft Parks, Recreation and Open Space Plan on September 16, 1996. One of the primary topics of discussion was the proposed Implementation Program and project prioritization as reflected in the proposed six-year Capital Improvement Program (CIP). This will be the subject of a separate agenda item.

The attached "Eratum" and previously reviewed text changes in the Plan reflect the combined review of the public, city staff, Planning Commission, and Council at previous hearings and work sessions. Following Council approval, the Eratum and other reviewed changes will be incorporated into the Final Parks, Recreation and Open Space Plan for printing and distribution.

### **POLICY CONSIDERATIONS**

The proposed projects and objectives included in the updated six-year CIP reflect the current consensus of the Council regarding specific program elements for inclusion in the City's Parks program. In addition, these projects and objectives together with their estimated costs will form the basis for any subsequent parks impact fee program adopted by Council or Pierce County.

The Plan identifies current and desired Levels of Service for Parks facilities and programs, preferred improvements, programs, and objectives to maintain the desired Level of Service under projected population growth within the City and Urban Growth Area, and implementation and funding strategies. The Plan also includes an inventory of public and private parks and recreational facilities and resources, a public opinion survey, a statement of goals and objectives, and a six-year capital improvement program.

**MAYOR WILBERT AND GIG HARBOR CITY COUNCIL**

**November 6, 1996**

**Page 2**

The Plan has been developed to reflect the 15-year vision for parks, recreation, and open space within the City of Gig Harbor. The Consultant preparing this Plan has emphasized that the Plan is intended to provide the maximum flexibility for the Council to respond to opportunities, funding availability, and citizen input.

**FISCAL CONSIDERATIONS**

The specific financial impact of the proposed Implementation Program will depend on the following:

- A. The specific projects and objectives adopted during each budget year.
- B. The proportionate share of any impact fee that may be adopted.
- C. Availability of funding and/or the adopted financing strategy (generally, and or project/objective- specific).

**RECOMMENDATION**

This is the first reading of the ordinance adopting the 1996 Parks, Recreation and Open Space Plan. An ordinance adopting the revised 1996 Parks, Recreation and Open Space Plan will be presented for a second reading at the November 26, 1996 City Council meeting.



ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY OF GIG HARBOR CITY COUNCIL ADOPTING A REVISED AND UPDATED CITY OF GIG HARBOR PARKS AND RECREATION PLAN AS AN AMENDMENT TO THE CITY OF GIG HARBOR COMPREHENSIVE PLAN.**

The City of Gig Harbor City Council enters the following Findings of Fact relating to the revised City of Gig Harbor Parks and Recreation Plan:

WHEREAS, the State of Washington adopted the Growth Management Act of 1990 which requires that all counties and municipalities within those counties which have experienced a growth of greater than ten percent between 1980 and 1990 to prepare comprehensive plans.

WHEREAS, a Parks and Recreation element of a comprehensive plan is an optional element under the Growth Management Act (RCW 36.70A.080(1)).

WHEREAS, the City of Gig Harbor adopted a revised and updated comprehensive plan in November of 1994 (Gig Harbor City Council Ordinance No. 686), which included a Parks and Recreation element.

WHEREAS, the revised Parks and Recreation Plan would apply to the Comprehensive Plan urban growth area.

WHEREAS, public notice for the Planning Commission Hearing was provided by publication of a legal notice in the official gazette, *The Peninsula Gateway*, on March 13, 1996.

WHEREAS, the City Planning Commission conducted a worksession with the city's park's consultant, Tom Beckwith, and city staff on March 7, 1996, and a public hearing on the revised Parks and Recreation Plan on March 21, 1996.

WHEREAS, public comment was provided by one person in attendance at the public hearing.

WHEREAS, a notice of intent to adopt was circulated to state agencies and Pierce County on March 28, 1996.

WHEREAS, the Planning Commission conducted a final worksession on the Comprehensive Plan on April 4, 1996 at which meeting the Planning Commission did consider and adopt recommendations and modifications in support of the revised and updated City of Gig Harbor Parks and Recreation Plan.

WHEREAS, comment on the draft Parks and Recreation Plan was provided by the Department of Natural Resources (letter of May 21, 1996) and Pierce County Planning and Land Services (letter of June 6, 1996) and, where appropriate and feasible, these comments have been incorporated into the final Parks and Recreation Plan.

WHEREAS, the revised Parks and Recreation Plan is internally consistent with the

Comprehensive Plan of 1994 and is based upon several elements of the plan, including Land Use, Environment, Shoreline Management and Transportation.

WHEREAS, the revised and updated Parks and Recreation Plan includes a financing strategy, including financing alternatives, for parks development over the next twenty years.

WHEREAS, an environmental determination of non-significance (DNS) was issued by the SEPA Responsible Official on June 12, 1996.

**NOW, THEREFORE,** the City Council of the City of Gig Harbor, Washington, **ORDAINS** as follows:

Section 1. The revised City of Gig Harbor Comprehensive Plan, which is attached as "Exhibit 1", is hereby adopted by the City of Gig Harbor.

Section 2. If any section, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or constitutionality shall not affect any other section, clause or phrase of this ordinance.

Section 3. This ordinance shall take effect and be in full force no later than five days after publication of the summary of this ordinance.

---

Gretchen A. Wilbert, Mayor

ATTEST:

---

Mark E. Hoppen  
City Administrator/Clerk

Approved as to form:  
Office of the City Attorney:

---

Filed with City Clerk: June 20, 1996  
Passed by City Council:  
Date Published:  
Date Effective:

**SUMMARY OF ORDINANCE NO. \_\_\_\_\_  
of the City of Gig Harbor, Washington**

On the \_\_\_\_\_ 1996, the City Council of the City of Gig Harbor passed Ordinance No. \_\_\_\_\_. A summary of the content of said ordinance, consisting of the title, provides as follows:

**AN ORDINANCE OF THE CITY OF GIG HARBOR CITY COUNCIL ADOPTING A REVISED AND UPDATED CITY OF GIG HARBOR PARKS AND RECREATION PLAN AS AN AMENDMENT TO THE CITY OF GIG HARBOR COMPREHENSIVE PLAN.**

The full text of this ordinance will be mailed upon request.

DATED this \_\_\_\_ day of \_\_\_\_\_, 1996

\_\_\_\_\_  
CITY ADMINISTRATOR, MARK HOPPEN



*City of Gig Harbor. The "Maritime City."*

3105 JUDSON STREET  
GIG HARBOR, WASHINGTON 98335  
(206) 851-8136

June 12, 1996

Mayor Wilbert and the Gig Harbor City Council  
Gig Harbor City Hall  
Gig Harbor, WA

Dear Mayor Wilbert and City Council:

The Planning Commission submits for your consideration a draft Parks and Recreation Plan. The draft plan is a complete revision to the current Parks and Recreation Element of the Gig Harbor Comprehensive Plan of 1994. It is the product of several worksessions conducted by a technical advisory committee, the Planning Commission and staff.

A public hearing on the draft plan was conducted on March 21, 1996. One person testified on the draft plan and that testimony centered on including a youth oriented skateboard park in the parks plan. Since that hearing, the Planning Commission conducted one final worksession. Based upon the public hearing and the Planning Commission's independent review and analysis, the Planning Commission recommends that the Council consider the following adjustments to the Parks Plan:

1. Include the changes as recommended by the Public Works Director- letter to Beckwith Consulting Group, attached.
2. Delete horsetrails and campgrounds in the urban area.
3. Consider the inclusion of a skateboard park or park program. This could consist of a dedicated skate board park or use of existing parking lots as part of community parks program.
4. Combine the tables on pages 35-36 and page 119 into one table.
5. Acquisition of neighborhood parks out in the UGA (example, rights-of-way as use of pocket parks, marginal properties ((along Burnham Drive as an example)); street end parks are a good example.)

With these adjustments the Planning Commission believes that this Parks and Recreation Plan provides reasonable and attainable goals for a balanced community parks program over the next twenty years.

Sincerely,

Carl Halsan  
Chairman,  
City Planning Commission

**Erratum**  
**City of Gig Harbor**  
**Parks, Recreation and Open Space Plan**  
**March 21, 1996**

---

The following changes and/or additions to the draft Parks, Recreation and Open Space Plan are hereby incorporated:

1. Cover pages:  
City Council: Replace Jeanne Stevens Taylor with Marilyn Owel.  
Planning Commission: add Carol Davis.  
City Staff: add Wes Hill, Public Works Director; revise to show Ben Yazici as former Public Works Director.
2. All maps are revised to include the 200 acres of the Gig Harbor Interchange annexation area (between 46th Avenue NW and SR-16). These maps are found on the following pages:  
3; 15; 34; 87; 89; 95; 167; 173; 179; 189; 209; 215
3. Wildlife Habitat map, page 15, shall include a legend which states that the map is based upon U.S.D.A. Pierce County Soils Maps for the Gig Harbor Peninsula (1979).
4. Page 34 and 35, Burnham Drive ball-field is privately owned.
5. Page 40. Burnham Drive ballfield will not be acquired by the city. It will be privately owned.
6. Page 44.  
Peacock Hill Roadend is not owned by the city and is not public right-of-way.  
Dorotich Street Roadend - the public access dock is privately owned.
7. Delete "Stanich". The street is Novak Street. Novak Street-end park is deleted from the inventory.
8. Delete "Peacock Hill street-end".
9. Page 163. Delete last paragraph under "Recreational programs".
10. Page 166. Revise to read as follows:  
4) Critical Area Ordinance - this action designates critical environmental areas as a special performance in the city's environmental policy codes. The designations identify... *the remainder as is*.
11. Page 245, map legend should show that the Henderson Bay School is a potential acquisition

by the city as a community civic center.

12. Page 248, Henderson Bay Alternative School site is a potential community civic center subject to purchase by the City of Gig Harbor from the Peninsula School district.



WASHINGTON STATE DEPARTMENT OF  
**Natural Resources**

**RECEIVED**

**MAY 23 1996**

**CITY OF GIG HARBOR**  
JENNIFER M. BELCHER  
Director of Public Works  
KALEEN COTTINGHAM  
Supervisor

May 21, 1996

Wesley Hill Director, Department of Public Works  
Ray Gilmore, Director of Planning and Building  
City of Gig Harbor  
3105 Judson Street  
Gig Harbor, WA 98355

RE: Request for Comments - Draft Parks, Recreation and Open Space Plan for the City of Gig Harbor and Urban Growth Area, Dated January 10, 1996

Dear Gentlemen:

Thank you for giving the Department of Natural Resources (DNR) the opportunity to comment on the January 10, 1996, City of Gig Harbor Draft Parks, Recreation and Open Space Plan. The City has done a good job preparing a well thought out plan. We appreciate the emphasis put on working with the various landowners, including the DNR, rather than just planning without regard to the needs of the landowner.

DNR does request some corrections be made to the plan with respect to the state's property as depicted on the "Public Land Ownership" map on page 95.

*correction*

DNR ownership in the vicinity of the Purdy Women's Correctional Center (Section 36, Township 22 North, Range 1 East) is smaller than depicted on the map. Attachment 1 shows the last three remaining parcels (B, C, and D) that we still own. The land west of Bujacich Drive, as well as the isolated parcel to the north, was sold between 1987 and 1992 to private parties and should not be shown as state ownership.

*correction*

DNR no longer owns the small parcel in Section 21, Township 21 North, Range 2 East, next to the Madrona Links Golf Course. This parcel was sold in 1994 to a private party.

**SOUTH PUGET SOUND REGION**

28329 SE 448TH ST ■ PO BOX 68 ■ ENUMCLAW, WA 98022-0068 ■ FAX: (360) 825-1672 ■ TTY: (360) 825-6381 ■ TEL: (360) 825-1631

Equal Opportunity/Affirmative Action Employer

RECYCLED PAPER

2  
DNR requests that you remove from the map the isolated parcel at the very top of the page. Although we do own this piece, this parcel is physically separated from and outside of the planning area covered by this draft and appears to have been included only because it is state land. The focus of the draft doesn't cover shoreline or upland opportunities that far to the north, but rather concentrates on the opportunities close to Gig Harbor. This parcel more appropriately belongs to a regional or county plan, but not in the City plan.

DNR also requests some changes be made to the text with respect to our property (parcels B, C, and D) in the vicinity of the Correction Center. Some background explanation is necessary for you to have a complete picture of the future of our lands.

Over six years ago, DNR initiated work on the Purdy Master Plan for our ownership in Section 36. The participants who helped us design the Master Plan were: Pierce County, Peninsula Neighborhood Association, Peninsula School District, Pierce County Fire District No. 5 and the Department of Corrections (DOC). The Master Plan was designed to accomplish the following objectives:

1. Be consistent and compliant with all pertinent land use and zoning regulations of Pierce County and the Gig Harbor Peninsula Area, regardless of the eventual owner.
2. Allow the DNR to dispose of all its trust ownership in this specific area because of the increasing difficulty to effectively manage these properties for the trust beneficiaries.
3. Enable the DNR to avoid becoming a de facto park.
4. Provide all the participants something they wanted, which ultimately gained a consensus of support for the plan.

The implementation of this Master Plan is currently half completed with parcel B, C, and D left to be disposed of as follows:

1. Parcel B - This parcel (22 acres) may soon be sold to Pierce County for park purposes if they can solve the funding issue for the purchase. If the county is unsuccessful, then the parcel will be sold at public auction. This transaction fulfills the Master Plan intent for production of income for the trust.



Wesley Hill and Ray Gilmore

Page 3

May 21, 1996

2. Parcel C - The present trust designation for this parcel (112 acres) of Common School will be exchanged for a designation of State Forest Board Transfer which will then allow the land to be reconveyed back to Pierce County for park purposes at no cost. This transaction fulfills the Master Plan intent for park development.
3. Parcel D - This parcel (72 acres) will be completely used by DOC for the correctional center and isn't available for other uses.

Based on this background and the future plans for the property, the text on page 93 in the paragraph titled Washington State Department of Natural Resources (DNR) timber lands must be changed to reflect the following:

1. The land isn't timber land and isn't managed by DNR for timber purposes. Parcel B is development land that will be sold. Parcel C is park land destined for Pierce County. Parcel D is institutional land retained by DNR and not available for other uses.
2. We currently own about 206 acres. Once the transactions are completed, we will own only 72 acres committed to DOC use.
3. DNR is not the agency to work with for potential trail opportunities in the future. Pierce County will be the majority owner of the park land with the possibility of a private owner of parcel B.

*Correction by text*

The text on page 166 and 170 under Proposed Conservancy Actions, (paragraph 5) Swede Hill resource land zoning designation is in error. The City of Gig Harbor Comprehensive Plan Generalized Land Use map, adopted November 28, 1994, depicts the correct zoning designations of Residential Low, Public/Institutional, and Mixed Use worked out between the city and DNR during the development of the comprehensive plan. These designations are appropriate for the current and future planned uses of the property. If Pierce County acquires parcel B, then the zoning on that parcel may change. In any case, a zoning designation of timber land is not appropriate as the land is not managed by DNR for timber. Paragraph 5 should be eliminated.

Wesley Hill and Ray Gilmore

Page 4

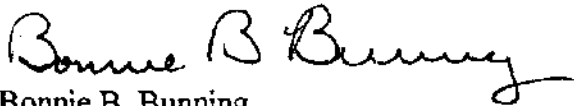
May 21, 1996

*correction*

The text on page 194 (paragraph 6), page 210 (paragraph 3), and page 217 (paragraph 8) is all the same and needs correction. The reference to DNR forest lands should be eliminated. Depending on the explanation given on page 93, a more appropriate reference would be that "... the trail may continue . . . across the **future Pierce County park land** to the . . .".

Thank you for the opportunity to comment. If my staff can be of assistance, please call Dave Kiehle at (360) 825-1631.

Sincerely,

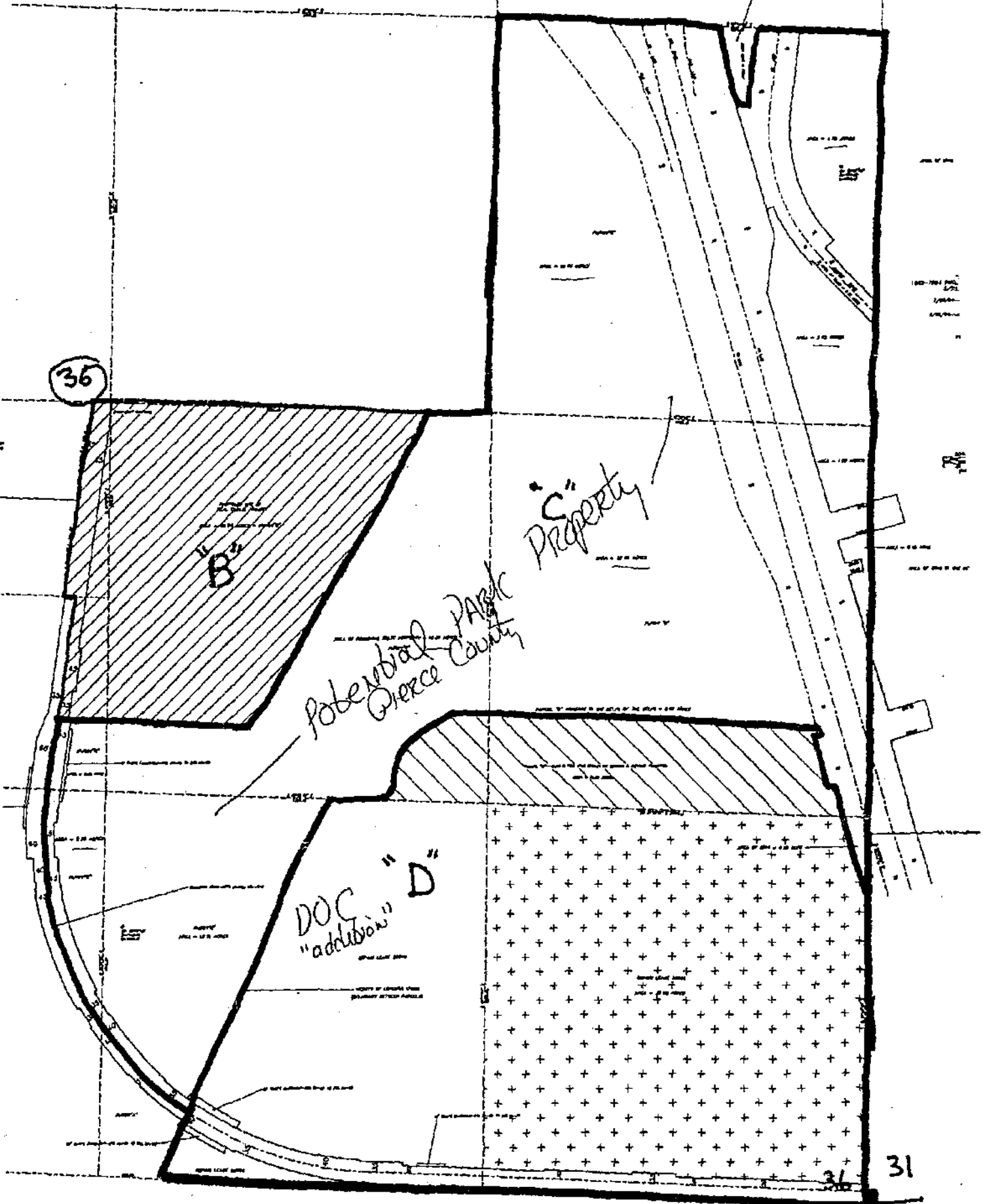


Bonnie B. Bunning  
Region Manager

BBB/dkb  
MAY96.70

Enclosure

Purdy C



36

B

C Property

Potential Park  
Greene County

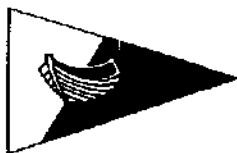
DOC  
"addition" D

31

36

16





*City of Gig Harbor. The "Maritime City."*

3105 JUDSON STREET  
GIG HARBOR, WASHINGTON 98335  
(206) 851-8136

**TO: MAYOR WILBERT AND CITY COUNCIL MEMBERS**  
**FROM: Wes Hill, P.E., Public Works Director**  
**SUBJECT: Six Year Transportation Improvement Program, 1997-2002**  
**DATE: November 6, 1996**

### **INTRODUCTION/BACKGROUND**

Local agencies are required to prepare six-year transportation improvement programs under State RCW 35.77.010, and to receive Federal transportation funding under the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA), 23 USC. The proposed plan reflects the City of Gig Harbor Transportation Plan (December 1994), and has been updated in response to existing or anticipated pavement and/or traffic conditions, and more current cost information.

This year's program includes all of the projects on last year's plan. North Harborview Drive and Harborview Drive were closed out earlier in the year.

Design of the East-West Road is anticipated to commence after the start of the year pending selection of a consultant and completion of scope and fee negotiations.

The design for Rosedale Street is also anticipated to commence after the start of the year pending completion of scope and fee negotiations with the selected consultant. The project's limits have been reduced to accommodate additional costs for reconstruction of the pavement section and related improvements, and conformance with the design guidelines (provisions for or landscaping and street lights).

The third project will be the Kimball Drive Park and Ride Expansion and Related Improvements project. Pierce Transit continues to negotiate with Tacoma Public Utilities for an acceptable lease term and rate. Discussions have been ongoing to complete the interlocal agreement. Pierce Transit and WSDOT have concurred in the City's assumption of lead agency status based on its Certification Acceptance (CA) status. Presently, the focus will be on completing the Park and Ride lot improvements, and the signalization and pavement improvements on Pioneer Way between Grandview Street and Stinson Avenue. If additional funding becomes available, the section of Kimball Drive from Pioneer Way to Hunt Street will also be improved under this project. Another element contingent on funding, will be inclusion of a signal and/or access ramp modifications at the Wollochet Drive-SR 16 access ramp intersection.

Improvements to Bayridge Avenue will be incorporated into the Rosedale Street project in conjunction with storm sewer and water main construction. This project is considered an alternate and will be subject to available funds pending more complete design evaluation, and the status of the Kimball Drive Park and Ride project.

Judson Street improvements have been delayed pending development of an improvement plan acceptable to the businesses along the proposed route and discussions with the affected utilities

**MAYOR WILBERT AND GIG HARBOR CITY COUNCIL**

**November 6, 1996**

**Page 2**

for undergrounding of aerial facilities. This is also an alternate project depending on funding and the status of other projects.

Vernhardsen Street improvements will await return of favorable construction weather, and will be limited to the section from Peacock Hill Avenue to North Harborview Drive.

Off-street parking improvements are proposed within the central business district area contingent on donation of a suitable parcel or parcels.

Miscellaneous projects on the 1997 program will respond to pavement, sidewalk, and storm drainage needs on a prioritized basis depending on location, severity, traffic volumes, safety, and funding.

**FISCAL CONSIDERATIONS**

Adoption of the Six Year Transportation Improvement Program does not directly affect the City's finances. The fiscal impacts will be reviewed during the annual budgeting process. Depending upon the availability of funds and other considerations, the Council may elect to fund more or fewer projects, and/or change project priorities.

**RECOMMENDATION**

Staff recommends that the Council move and approve the attached Six-Year Transportation Improvement Program (1997-2002) and the adopting resolution.



*City of Gig Harbor. The "Maritime City."*

3105 JUDSON STREET  
GIG HARBOR, WASHINGTON 98335  
(206) 851-8136

## **CITY OF GIG HARBOR**

### **SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN NARRATIVE**

**1997-2002**

#### **1) EAST-WEST ROAD: Swede Hill Interchange to Peacock Hill Avenue**

This project is an integral component of the Gig Harbor North annexation, and is intended to relieve existing traffic congestion on City streets serving the area north and east of the City, and provide access for development in the annexation area. An interlocal funding agreement has been executed with Pierce County, with right-of-way to be furnished by the landowners along the project route contingent on successful completion of the annexation process, including the appeal period. The roadway will be designed for an ultimate five-lane section from the Swede Hill Interchange to east of the future North-South Road. Anticipated features include a landscaped median and planter strips, architectural lighting, water, sanitary sewer, storm sewer, and a bicycle lane, curb, gutter, and sidewalk on each side. Initial construction will provide a two-lane section with left turn pockets, paved shoulders, and open ditch on at least one side. Anticipated additive alternates will include curb, gutter and sidewalk on one side, and provisions for lighting depending on the estimated construction costs and the bidding climate. Construction will be contingent on successful completion of the annexation process.

#### **2) PIONEER WAY: Grandview Street to Stinson Avenue**

This project is part of the federally funded Kimball Drive Park and Ride Expansion and Related Traffic Improvements Project. This element of the project will include a new traffic signal at Kimball Drive, signal replacement at Grandview Street and improvements at Stinson Avenue, a signal interconnect for signal coordination, priority signal for emergency and transit vehicles, channelization, asbestos-cement water main replacement, and pavement restoration. Federal Aid, Pierce Transit, Fire District 5, and private funds are involved in this project.

#### **3) KIMBALL DRIVE PARK & RIDE EXPANSION & RELATED TRAFFIC IMPROVEMENTS:**

Federal Aid and Pierce Transit funds will be used to approximately double the capacity of the existing Pierce Transit Park and Ride facility, restore deteriorated pavement, and construct a pedestrian-transit center, landscape buffer, lighting, storm sewer system, and related improvements. The City of Gig Harbor will be the lead agency for design, and construction contract inspection and administration for this project.

#### **4) KIMBALL DRIVE: Pioneer Way to Hunt Street**

This project involves reconstruction of Kimball Drive either in conjunction with, or as a follow-up to, the Kimball Drive Park and Ride Expansion and Related Traffic Improvements Project. Improvements would include modifications to provide a primarily three-lane section with bicycle

lanes along the entire segment, parallel on-street parking where feasible, storm drainage improvements, full curb, gutter and sidewalk improvements on both sides, landscaped median and parking strips, and architectural street lights. Project design and construction will be contingent on obtaining grant funding to match local agency, and private funding from current development projects fronting Kimball Drive.

**5) ROSEDALE STREET: Harborview Drive to Shirley Avenue**

Improvements on this federally funded project include pavement reconstruction; and widening to provide concrete curb and gutter on both sides, storm sewer improvements, asbestos-cement water main replacement parking on one side of the street where feasible, a bicycle lane and sidewalk on at least one side of the street, and provisions for or landscaping and architectural street lights.

**6) ROSEDALE STREET (Phase 2): SR-16 to City Limits (54th Ave. NW.)**

This project will consist of reconstruction, overlay, and minor widening to provide a nominal two to three-lane section with bicycle lanes, curbs, gutters, and sidewalks on both sides of the street, storm sewer improvements, landscaping, architectural lighting, and related improvements. Improvements will include channelization, and provisions for future signalization at the Skansie Avenue-Rosedale Street intersection.

**7) ROSEDALE STREET (Phase 3): SR-16 to Shirley Avenue**

Work on this project will include reconstruction, overlay, and minor widening to provide a two-lane section with parallel on-street parking where feasible and desired; storm drainage, sanitary sewer, and water main improvements; concrete curb and gutter on both sides; a bicycle lane and sidewalk on one side of the street, and provisions for or landscaping and architectural street lighting.

**8) JUDSON STREET: Pioneer Way to Soundview Drive**

This project provides for reconstruction and possible realignment of the existing street to provide an aesthetic and "pedestrian-friendly" linkage between Pioneer Way and Soundview Drive. The project contemplates minor widening to provide for left-turn pockets or on-street parallel parking where feasible; curbs, gutters, and sidewalk on both sides; storm drainage and water main improvements; landscaped planter strips; and architectural lighting.

**9) BAYRIDGE AVENUE: Rosedale Street to Street End**

This project will replace the existing failing pavement with a structural pavement section, including subdrainage system. The work will be performed in stages, primarily in conjunction with installation of a water main to provide for an eventual looped connection with the water main on Shirley Avenue and fire flow in this area, and an enclosed storm drainage system.

**10) FRANKLIN AVENUE: Burnham Drive to Peacock Hill Avenue**

The purpose of this project is to provide a pedestrian link with Burnham Drive, Peacock Hill Avenue and the Finholm-Fuller Street View Climb connection to North Harborview Drive. The street will be



reconstructed to provide a full-paved width residential street section with storm drainage improvements, and curbs, gutters, sidewalks and landscaped planter strips on both sides of the street. The project will be performed in conjunction with replacement of the existing asbestos-cement water main, and will include traffic calming features appropriate to the residential setting.

**11) FULLER STREET: Prentice Avenue to Franklin Avenue (See Franklin Avenue)**

**12) HARBORVIEW DRIVE: Soundview Drive to Street End**

This project will be performed in conjunction with the Harborview Drive Street End Park improvement project, and replacement of the existing asbestos-cement water main. The improvements will consist of minor widening on the north end for parking, storm sewer system, curbs and gutters on both sides, sidewalk on one side, and architectural lighting. A landscaped planter strip may be included depending on space availability.

**13) PRENTICE STREET: Burnham Drive to Fennimore Street**

Improvements contemplated for this project are primarily intended to provide pedestrian linkages for the Harbor Ridge Middle School, and include minor widening, storm sewer system, curbs, gutters, sidewalks, landscaping, and architectural lighting.

**14) BURNHAM DRIVE: Burnham Drive Northwest to Franklin Avenue**

This reconstruction project will improve the profile for sight distance and will include minor widening, storm sewer system, asbestos-cement water main replacement, curbs, gutters, sidewalks, landscaping and architectural lighting.

**15) GRANDVIEW STREET: Stinson Avenue to Soundview Drive**

This project will reconstruct the existing road and will include minor widening, curbs, gutters, sidewalk on at least one side, storm sewer improvements, asbestos-cement water main replacement, landscaping and architectural lighting.

**16) EAST-WEST ROAD: Peacock Hill Avenue to Crescent Valley Road**

This project will extend the East-West Road further east to provide better access to the Gig Harbor North area and reduce traffic volumes on City streets in the north and west harbor areas.

**17) SR-16 CROSSING AT HUNT STREET: Hunt Street to Hunt Street**

The purpose of this project will be to relieve congestion at the SR-16 crossings-interchanges at Olympic Drive and Pioneer Way-Wollochet Drive by providing an alternate vehicle-pedestrian link between the commercial-residential areas on the west and east sides of SR-16. The design will need to consider existing street grades and building elevations, and the proposed Kimball Drive Connector.

**18) KIMBALL DRIVE CONNECTOR: Hunt Street to Soundview Drive**

This project will extend Kimball Drive south of Hunt Street to Soundview Drive to relieve existing and anticipated congestion on Soundview Drive, and at the SR-16 crossings at Olympic Drive and Pioneer Way-Wollochet Drive by providing route options.

**19) DOWNTOWN PARKING LOT: Central Business District**

This project will provide for additional off-street parking to augment existing public and private parking opportunities. Design will conform to the City's Design Guidelines.

**20) FOSTER STREET: Stinson Avenue to Street End**

This project will involve reconstruction to provide subdrainage and storm sewer improvements, a structural section, curbs and gutters on both sides, and a sidewalk on at least one side. The work will be performed in conjunction with replacement of the existing 10-inch asbestos-cement water main.

**21) SELLERS STREET: Peacock Hill Avenue to North Harborview Drive**

The purpose of this project will be to restore the deteriorated pavement surface with an asphalt concrete overlay and minor widening, and install storm drainage improvements.

**21) REPAIR AND RESTORATION OF VARIOUS STREETS:**

This project proposes to pave various roadway surfaces, and to improve storm drainage on various public streets throughout the City.

**22) EMERGENCY**

RESOLVED this \_\_\_\_ day of \_\_\_\_\_, 1996.

APPROVED:

---

MAYOR, GRETCHEN WILBERT

ATTEST/AUTHENTICATED:

---

CITY CLERK, MARK HOPPEN

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
RESOLUTION NO.

**CITY OF GIG HARBOR  
RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, ADOPTING A SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM AND DIRECTING THE SAME TO BE FILED WITH THE STATE SECRETARY OF TRANSPORTATION AND THE TRANSPORTATION IMPROVEMENT BOARD.**

**WHEREAS**, pursuant to the requirements of Chapters 35.77 and 47.26 RCW, the City Council of the City of Gig Harbor has previously adopted a Comprehensive Street Program, including an arterial street construction program, and thereafter periodically modified said Comprehensive Street Program by resolution, and

**WHEREAS**, the City Council has reviewed the work accomplished under the said Program, determined current and future City street and arterial needs, and based upon these findings has prepared a Six-Year Transportation Improvement Program for the ensuing six (6) calendar years, and

**WHEREAS**, a public hearing has been held on the said Six-Year Transportation Improvement Program, and

**WHEREAS**, the City Council finds that there will be no significant adverse environmental impacts as a result of adoption or implementation of the Six-Year Transportation Improvement Program,

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:**

Section 1. Program Adopted. The Six-Year Transportation Improvement Program for the City of Gig Harbor, as revised and extended for the ensuing six (6) calendar years (1997-2001, inclusive), a copy of which is attached hereto as Exhibit A and incorporated herein by this reference as if fully set forth, which Program sets forth the project location, type of improvement and the estimated cost thereof, is hereby adopted and approved.

Section 2. Filing of Program. Pursuant to Chapter 35.77 RCW, the City Clerk is hereby authorized and directed to file a copy of this resolution forthwith, together with the Exhibit attached hereto, with the Secretary of Transportation and a copy with the Transportation Improvement Board for the State of Washington.



*City of Gig Harbor. The "Maritime City."*

3105 JUDSON STREET  
GIG HARBOR, WASHINGTON 98335  
(206) 851-8136

**TO: CITY COUNCILMEMBERS**  
**FROM: MOLLY TOWSLEE, ADMINISTRATIVE ASSISTANT** *mt*  
**SUBJECT: AMENDMENT TO CIVIL SERVICE RULES**  
**DATE: NOVEMBER 7TH, 1996**

### **INTRODUCTION**

The need to hire new police officers in the upcoming year has led to a review and update of the Gig Harbor Civil Service Rules and Regulations.

### **HISTORY**

The current Civil Service Rules and Regulations were adopted in 1987 and have had few modifications since that time. To prepare for the potential hiring of additional officers, two new Civil Service Board members were appointed and several hours have been spent revising the existing regulations to more closely reflect the governing RCWs. These new rules have been reviewed by James Haney of Ogden Murphy & Wallace, and one area of conflict with the existing Gig Harbor Municipal Code was found.

The Municipal Code, Sections 2.22.040 and 2.22.150 refers to a list of three names on an eligible list to be chosen from. Chief Barker has requested that this be increased to a list of five to allow the flexibility to interview a broader spectrum of candidates. The attached ordinance will amend the GHMC to reflect this change from a eligible list of three to five persons.

### **RECOMMENDATION**

We recommend that Council approve this ordinance at it's second reading.

**CITY OF GIG HARBOR  
ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF GIG HARBOR, AMENDING SECTION  
2.22.040 and 2.22.150 OF THE GIG HARBOR MUNICIPAL CODE  
REGULATING THE CIVIL SERVICE SYSTEM TO INCREASE THE  
ELIGIBILITY LIST FROM THREE PERSONS TO FIVE.**

---

WHEREAS, Section 2.22.040, and Section 2.22.150 of the Gig Harbor Municipal Code state that an eligibility list of three persons shall be established; and

WHEREAS, it has been determined that a list of five persons would be more efficient and desirable; and

WHEREAS, the Civil Service Rules have been modified to reflect this change;

**NOW, THEREFORE**, the City Council of the City of Gig Harbor, Washington, **ORDAINS** as follows:

Section 1. Section 2.22.040, paragraph 10. of the Gig Harbor Municipal Code is hereby amended to read as follows:

**2.22.040 Organization of commission - Powers and duties - Secretary.**

\* \* \*

10. When a vacant position is to be filled, to certify to the appointing authority, on written request, the names of the ~~three~~ five persons highest on the eligible list, as provided in GHMC 2.22.150. Where more than one vacant position is to be filled, the commission shall certify from those highest on the eligible list, ~~three~~ five times the number of persons necessary to fill the vacant position;

Section 2. Section 2.22.150 of the Gig Harbor Municipal Code is hereby amended to read as follows:

**2.22.150 Vacancies - Probation.**

\*\*\*

B. If an eligible list exists for the class of such position which contains the names of at least

three five eligibles who are willing to accept employment, the commission shall forthwith certify the names of the top three five persons eligible for appointment to the appointing authority, and the appointing authority shall appoint one person so certified to the position; provided, that they are in fact found to be qualified for the position by the appointing authority.

C. If there is no eligible list for the class, the commission shall either establish such a list as provided in this chapter or otherwise determine what list shall be deemed appropriate for such class. The commission shall then certify the names of the three five persons standing highest on the list and the appointing authority shall appoint one person so certified to the position, providing that they are found in fact to be qualified for the position by the appointing authority.

D. If there is an eligible list for the class which contains the names of less than three five eligibles, the appointing authority may, upon being notified of such fact, elect to fill the vacancy by temporary appointment until the eligible list contains the names of at least three five eligibles, or may, in the alternative, request that the commission certify the names of those remaining on the list for appointment.

\*\*\*

Section 3.      Effective Date. This ordinance shall take effect and be in full force five days after publication

**PASSED** by the City Council of the City of Gig Harbor, Washington, and approved by its Mayor at a regular meeting of the council held on this \_\_\_\_\_ day of \_\_\_\_\_, 1996.

\_\_\_\_\_  
Gretchen A. Wilbert, Mayor

ATTEST:

\_\_\_\_\_  
Mark E. Hoppen  
City Administrator/Clerk

Filed with city clerk: 11/4/96

Passed by city council:

Date published:

Date effective:

**SUMMARY OF ORDINANCE NO. \_\_\_\_\_  
of the City of Gig Harbor, Washington**

**AN ORDINANCE OF THE CITY OF GIG HARBOR, AMENDING SECTION 2.22.040 and 2.22. 150 OF THE GIG HARBOR MUNICIPAL CODE REGULATING THE CIVIL SERVICE SYSTEM TO INCREASE THE ELIGIBILITY LIST FROM THREE PERSONS TO FIVE.**

On \_\_\_\_\_, 1996, the City Council of the City of Gig Harbor, Washington, approved Ordinance No. \_\_\_\_\_, the summary of text of which is as follows:

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GIG HARBOR:**

The full text of this ordinance will be mailed upon request.

APPROVED by the City Council at their regular meeting of \_\_\_\_, 1996.

BY: \_\_\_\_\_  
Mark E. Hoppen  
City Administrator/Clerk





WASHINGTON STATE LIQUOR CONTROL BOARD  
License Division - 1025 E. Union, P.O. Box 43075  
Olympia, WA 98504-3075  
(360) 664-0012

TO: CITY OF GIG HARBOR

DATE: 10/29/96

RE: NEW APPLICATION

License: 365485 - 2A County: 27  
Tradename: GIG HARBOR TEXACO  
Loc Addr: 7101 PIONEER WAY  
GIG HARBOR WA 98335  
Mail Addr: PO BOX 1490  
GIG HARBOR WA 98335-1490  
Phone No.: 206-851-2102 CHARLES STONE

APPLICANTS:  
GRANITE SERVICE, INC.  
STONE, CHARLES JOSEPH  
07-15-52 535-52-8072  
STONE, EDWARD LEE  
10-08-57 538-62-8730

Classes Applied For:

- E Beer by bottle or package - off premises
- F Wine by bottle or package - off premises

As required by RCW 66.24.010(8), you are notified that application has been made to the Washington State Liquor Control Board for a license to conduct business. If return of this notice is not received in this office within 20 DAYS from the date above, it will be assumed that you have no objection to the issuance of the license. If additional time is required you must submit a written request for an extension of up to 20 days. An extension of more than 20 days will be approved only under extraordinary circumstances.

- |  | YES                      | NO                       |
|--|--------------------------|--------------------------|
| 1. Do you approve of applicant ? .....   | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Do you approve of location ? .....  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. If you disapprove and the Board contemplates issuing a license, do you want a hearing before final action is taken? ..... | <input type="checkbox"/> | <input type="checkbox"/> |

If you have indicated disapproval of the applicant, location or both, please submit a statement of all facts upon which such objections are based.

DATE \_\_\_\_\_

SIGNATURE OF MAYOR, CITY MANAGER, COUNTY COMMISSIONERS OR DESIGNEE \_\_\_\_\_

**FILE COPY**



## MAYOR'S REPORT

November 12, 1996

### UPDATES

#### Finholm View Climb

Fund raising is the main order of business for the Gig Harbor Lions Club before the construction can begin on the Finholm View Climb project. The club is offering the community the opportunity to buy personalized bricks and steps.

Seventy steps at \$500 each and 6000 bricks at \$25, \$30, or \$35 each should raise the \$75,000 needed to complete the construction in 1997. An ornament to commemorate the gift of a personalized brick will be given along with the receipt of your tax deductible donation. We can help by passing the word.

#### Watercolor by Mary Smith

Mary Smith called me this week to inquire about the City's interest in purchasing her trio of Skansie boats that presently hangs in the stairwell at City Hall. She has received a call from another interested party. I explained to her that our 1997 budget was under review and that I would give Councilmembers the opportunity to purchase the \$3,400 work through that process. I asked her to give us until December 15th to make a decision, to which she agreed.

#### The Old Library Building

During the summer various folks were asked to take a look at the old library building on North Harborview to see if it should be saved.

The consensus by George Borgen, Roger Spadoni, Pete Crase, Jeff Wilbert and Jeff Millheiser is:

It could be moved but where and what for? It has no particular architectural value.  
Parts could be salvaged i.e.: shelves, door, pieces of siding, etc. and a memorial plaque could be placed on the site.

Dennis Weaver applied for a building permit in September to construct his Coultercrest four-plex on the site. This report was given to Gig Harbor Peninsula Historical Society Board of Directors on Wednesday, November 7, 1996.

#### KGHP Support Letter

Hugh McMillan asked me to submit a letter of support for him to carry with other agency support letters as he solicits contributions from the community.



*City of Gig Harbor. The "Maritime City."*

3105 JUDSON STREET  
GIG HARBOR, WASHINGTON 98335  
(206) 851-8136

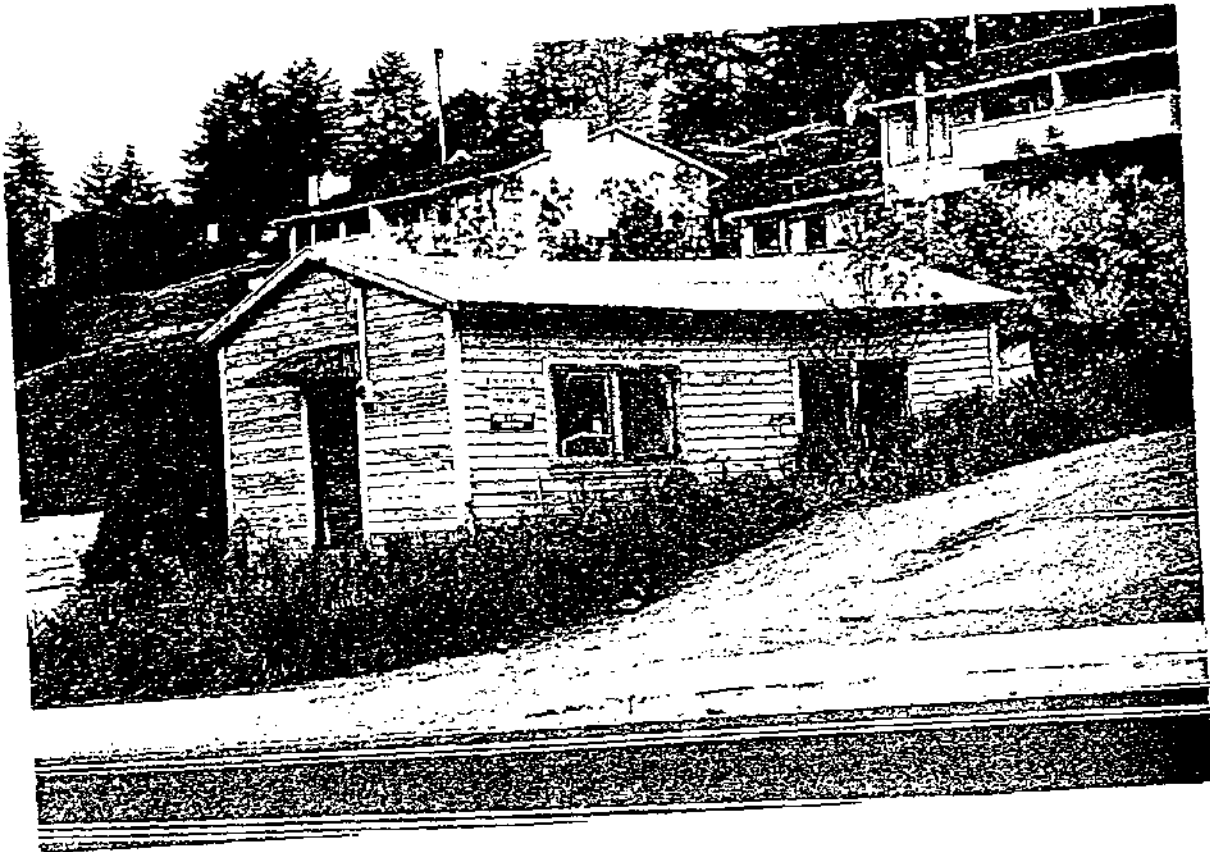
TO: ALL CITIZENS OF THE GIG HARBOR/KEY PENINSULA  
FROM: GRETCHEN A. WILBERT, MAYOR *GW*  
SUBJ: FUNDING FOR KGHP-FM 89.9 AND 89.3  
(E.A.S.) EMERGENCY ALERT SYSTEM

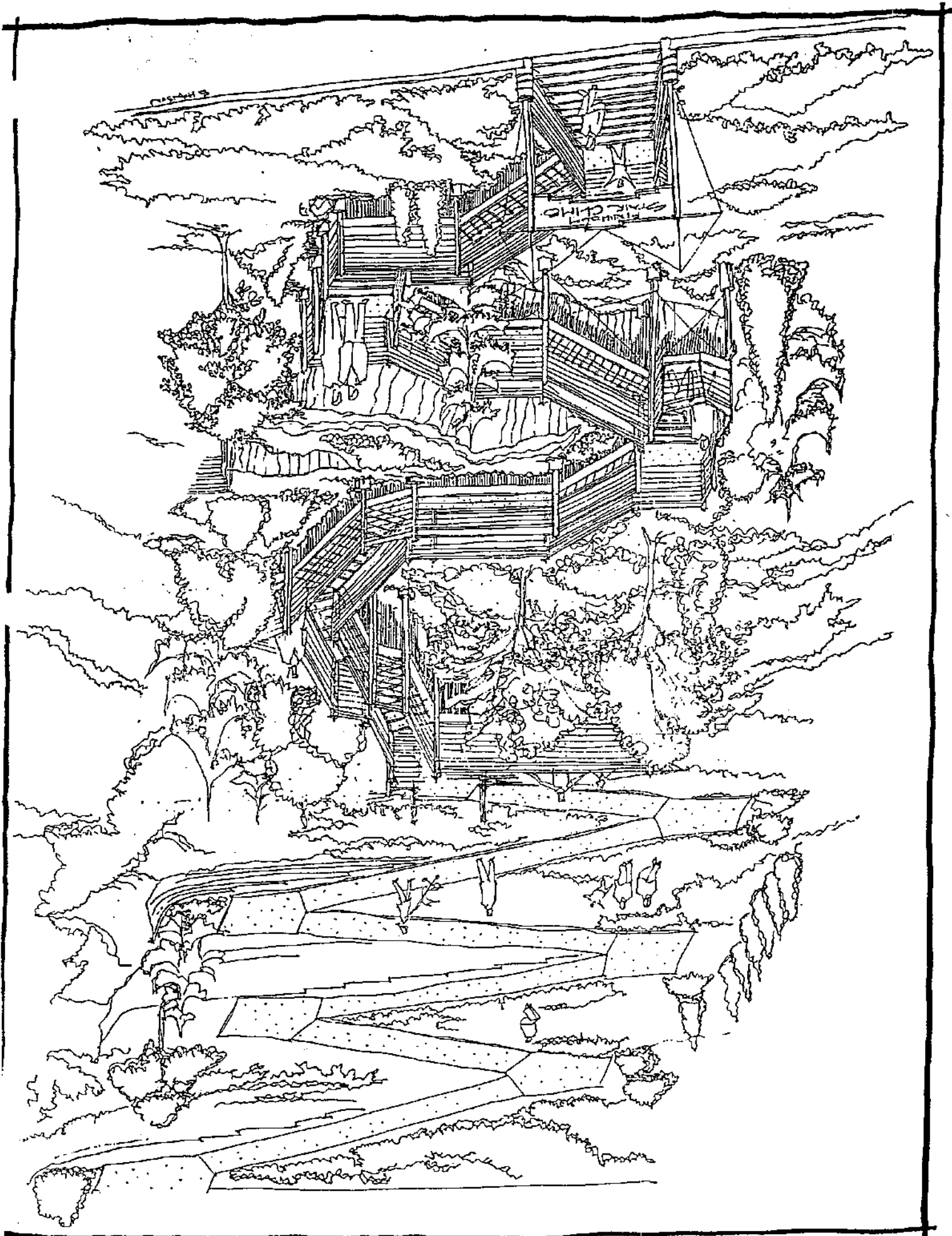
In case of an emergency, earthquake or windstorms, FM Radio Station KGHP remains the one most important means of communication between Peninsula neighborhoods, families, schools and the emergency response operations network.

The Peninsula School District provides this service for us through their regular funding source. However, the District has been notified by the Federal Communications (FCC) they are required to purchase an Emergency Alert System (E.A.S.) by 1997 or lose their license. The cost is between \$2,000 - \$3,000.

This is an appeal to the greater Gig Harbor community to assist in this emergency funding.

Thank you.





# FINHOLM VIEW CLIMB PROJECT

*Making accessible one of Gig Harbor's most famous views*

The Citizens of the Gig Harbor Community are invited to cooperate with the Gig Harbor Lions Club and other civic organizations in raising funds for the construction of a new Gig Harbor City Park. The park's location is between Franklin Ave. and North Harborview Dr. on vacant City land across from The Shoreline Restaurant. The park will consist of a stairway, viewing platform, and paved pathway up to Franklin Ave.

**You can become a part of this exciting new project**  
**and get a tax deduction at the same time!**

Stair steps and permanently engraved bricks are available to honor yourself, your family, loved ones, etc. (This is a tax deductible donation.)

PLEASE FILL OUT ORDER FORM ON BACK

## STEP & BRICK ORDER FORM

### Step Order Form

Please complete this section for all orders

A limited number of stair steps are available at \$500 each.

Your Name \_\_\_\_\_

Engraving: \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_

### Brick Order Form

Engraved bricks with 1 line are \$25. (Engraved lines consist of 18 spaces.)

2 lines at \$30

3 lines at \$35

#### Brick #1

Engraving: \_\_\_\_\_  
(18 spaces \_\_\_\_\_  
per line) \_\_\_\_\_

#### Brick #2

Engraving: \_\_\_\_\_  
(18 spaces \_\_\_\_\_  
per line) \_\_\_\_\_

#### Brick #3

Engraving: \_\_\_\_\_  
(18 spaces \_\_\_\_\_  
per line) \_\_\_\_\_

#### Brick #4

Engraving: \_\_\_\_\_  
(18 spaces \_\_\_\_\_  
per line) \_\_\_\_\_

Send this form and your check payable to: Finholm View Climb, P.O. Box 331, Gig Harbor, WA. 98335

**Prime Sponsor of this project is your Gig Harbor Lions Club**



DATE: November 6, 1996  
TO: City Council  
FROM: Mitch Barker  
SUBJECT: October Information from PD

Attached are the activity statistics for October 1996. October had an increase in activity. Significantly, we assisted Pierce County with two high profile incidents, a multiple auto theft and a residential armed robbery, which terminated in the city. We also had multiple (32) break-ins at a storage facility. This creates a statistic which shows 32 commercial burglaries for October. Fortunately, Det. Entze had identified and arrested the suspects within 6 hours of the report. Therefore we will also show a 100% clearance rate for these crimes. Statistics are wonderful things.

We finished our pepper spray certification training for all line personnel in October. Other training was attended and all personnel have at least 30 hours of training for the year. This is the state accreditation minimum.

Eight Reserve Officers provided 214.5 hours of service in October. This included 182 hours of patrol time, 27.5 hours of training, and 5 hours in other duties. One Reserve Officer resigned due to time limitations and one has requested a three month leave of absence due to work schedule conflicts.

Explorers contributed over 114 hours to the city in October. This included eight ride-alongs, providing security for a carnival at Voyager Elementary, a ground search for a missing robbery suspect, one meeting and a field trip.

The Marine Services Unit put in 11.5 hours. This was primarily for assisting the PCSO in the water search for the robbery suspect. We have had a preliminary meeting with the county regarding MSU fund distribution for 1997. The boat has been removed from the water for the winter.

We have selected the two Reserve Officers that will receive bike patrol training. The curriculum has been set and classes are being scheduled. Training will be conducted in November.



MITCH BARKER  
Chief of Police

City of Gig Harbor Police Dept.  
3105 JUDSON STREET  
GIG HARBOR, WASHINGTON 98335  
(206) 851-2236

## GIG HARBOR POLICE DEPARTMENT

### MONTHLY ACTIVITY REPORT

October 1996

	<u>OCT</u> <u>1996</u>	<u>YTD</u> <u>1996</u>	<u>YTD</u> <u>1995</u>	<u>%chg to</u> <u>1995</u>
CALLS FOR SERVICE	<u>270</u>	<u>2614</u>	<u>2789</u>	- 6
CRIMINAL TRAFFIC	<u>17</u>	<u>135</u>	<u>189</u>	- 28
TRAFFIC INFRACTIONS	<u>63</u>	<u>603</u>	<u>733</u>	- 17
DUI ARRESTS	<u>2</u>	<u>28</u>	<u>37</u>	- 24
FELONY ARRESTS	<u>5</u>	<u>28</u>	<u>66</u>	- 57
MISDEMEANOR ARRESTS	<u>6</u>	<u>132</u>	<u>138</u>	- 4
WARRANT ARRESTS	<u>8</u>	<u>56</u>	<u>60</u>	- 6
CASE REPORTS	<u>83</u>	<u>701</u>	<u>688</u>	+ 1
REPORTABLE VEHICLE ACCIDENTS	<u>9</u>	<u>80</u>	<u>68</u>	+ 17