

## A TWICE-MONTHLY SUMMARY FROM YOUR CITY OF GIG HARBOR LEADERSHIP TEAM

These department updates are an effort to increase our internal and external communication initiatives, to provide the mayor and city councilmembers with the information they need to serve the public and make informed decisions, and just as importantly, to share citywide information and updates with all staff and residents. Please feel free to send any questions, suggestions, or concerns about this document to [communications@gigharborwa.gov](mailto:communications@gigharborwa.gov).

### ADMINISTRATION

#### City Administrator Katrina Knutson

**SUMMER SOUNDS:** The Summer Sounds concert series kicked off July 11 and it was SO MUCH FUN!! So many residents braved the heat to take in the unique experience of music on the waterfront. And because the series turned 21 this year, we just knew we had to serve cake! Beat Frequency had everyone on their feet grooving to the music and the sense of community was awesome.

Special shout-out to our Public Works team who helped with the not-so-glamorous tasks of setting up and taking down. This team works behind the scenes to make so many of our community events happen. We appreciate them so much!

And a VERY special shout-out to the Magical Diane Bertram, who has the phenomenal ability to make the impossible, possible.



**WHAT'S UP, DOWNTOWN?** City Administrator Knutson, Police Chief Busey, and Code Compliance Officer Blodgett represented the city at the Downtown Waterfront Alliance (DTWA) monthly "What's Up, Downtown?" meeting. These meetings bring together downtown business owners, residents, and other interested stakeholders to discuss varying topics germane to downtown Gig Harbor. Chief Busey provided a city crime update to the attendees and Officer Blodgett provided a Code Compliance update and provided education regarding signage downtown. City Administrator Knutson provided a general city update. If you are interested in these meetings, please contact the DTWA at [executivedirector@ghdwa.org](mailto:executivedirector@ghdwa.org).

**COLORING BOOK LAUNCH:** So much fun was had at the Downtown Waterfront Alliance's "Coloring the History of Gig Harbor" coloring book launch party last Friday afternoon! A few of the artists were there to sign copies, kids were able to start coloring right away, bubbles were everywhere, and all the kids who submitted cover art drawings were featured.

Mayor Markley was in attendance and reminisced that this coloring book is the first to be released since the one she picked up from Thriftway and colored when she was a little kid! It was great to see the wonderful partnerships that made this coloring book possible.

**STATE OF THE CITY UPDATES:** On Tuesday, July 11, Mayor Markley had the pleasure of speaking to the residents at Harbor Place at Cottesmore to provide them with a "State of the City" update for their Lunch & Learn event. They were very welcoming, and she had the pleasure of meeting their new executive team members.

The mayor is more than happy to speak to any group and provide city updates. If you're interested in having Mayor Markley visit you, please email [communications@gigharborwa.gov](mailto:communications@gigharborwa.gov).

**RETIRING POLICE OFFICERS:** At the last City Council meeting, we honored two of our Gig Harbor Police Officers who, with 65 years of combined service, are retiring. A reception was held in their honor, and we were blown away by the community's show of love, support, and gratitude.



Sergeant Matt Dougil and Officer Mike Allen will be missed, but we wish them well as they leave us to begin living the good life. Congratulations to them both!

**MULTI-AGENCY COORDINATION CENTER (MACC):** Emergency preparedness is paramount in today's world. The City of Gig Harbor has an adopted Comprehensive Emergency Management Plan (CEMP) that functions as a complete all-hazards approach to managing emergencies and disasters. The purpose of that plan is to save lives, protect public health, and return the city to "normal" as soon as possible. This plan is in effect and is reviewed regularly so we are ready to act within city limits should an emergency or disaster occur.

Regionally, a MACC plan (a plan for organizational coordination of resources) was developed for all Pierce County land west of the Narrows Bridge when there was only one bridge (in the event the peninsulas were cut off from the mainland during a disaster). This plan dictated how all peninsula agencies would collaborate on resources in the event of an emergency or disaster. In that vein, City Administrator Knutson and Police Chief Busey participated in a collaborative MACC meeting at the Fire District 5 headquarters last week with the primary purpose of determining if the MACC should still remain in place. Additional organizations in attendance included the Pierce County Emergency Management Department, Tacoma/Pierce County Health District, Gig Harbor airport, LUMEN technologies, Key Peninsula Fire District, Peninsula School District, Peninsula Light, and Peninsula Radio. All organizations determined the MACC is valuable and should be continued, as it has proved useful in emergency responses (previous 2006 windstorm and major snow events). Representatives from the city, Gig Harbor Fire, Pierce County, and the Health District will meet soon to begin drafting an update to the MACC Plan. Kudos to Assistant Fire Chief Scott Booth for pulling this group together and for being such a positive partner.

**GIG HARBOR ARTS COMMISSION:** The Arts Commission met last week and continue to discuss efforts of establishing a Creative District here in Gig Harbor. The city recently hosted a second community meeting to discuss visioning and it went very well! Ideas were developing and conversations were flowing. And although this is a new effort, there has been much interest expressed by community stakeholders, local artisans, and the public to bring this idea to fruition.

Additionally, the commission will look at establishing a scoring matrix for future Creative Endeavor grant cycles. Establishing scoring criteria will aid commission members in remaining objective, while offering better insight to applicants as to why they did or did not receive funding for their project.

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## **COMMUNITY DEVELOPMENT**

### **Community Development Director Carl de Simas**

#### **PLANNING**

Our new Hearing Examiner, Mark Scheibmeir, started work with the city this week. Two projects are scheduled to be heard by Mr. Scheibmeir on Tuesday, July 18, with additional projects scheduled for August 1. We look forward to clearing our small backlog of projects requiring Hearing Examiner review very quickly.

A third Housing Element workshop has been added to the schedule and will take place at Swift Water Elementary School on Wednesday, September 13 from 6:00 p.m. to 8:00 p.m. We look forward to talking about housing policy with all interested community members.

We will *not* be hosting a Comprehensive Plan booth at the July 27 Farmer's Market but will return to the market on August 10.

## **BUILDING**

Over the past two weeks, the Building Division has received applications for 27 new permits. These include the relocation of For the Love of Spice and a new art gallery downtown. Additionally, we've issued 20 permits, including the new gallery enclosure of the Shenandoah at the Harbor History Museum. This week's finalized projects include an additional single-family residence at North Creek and the Real Craft tenant improvement at Latitude 47.

## **CODE ENFORCEMENT**

- Notice of Violation issued for illegal structure
- Excavation work near public right-of-way
- Excavation work called in with concern for permit status. Work was emergency repair for water drainage. Scope of work did not require permit.
- Plant nuisance
- Parking complaint
- Abandoned home verification
- Ongoing dispute concerning buffer maintenance
- Nuisance property - long term solution sought
- Sign Sweeps performed on Saturday - 52 illegal signs removed

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## **COURT**

### **Court Administrator Stacy Colberg**

**BLAKE DECISION REFUND BUREAU:** The Administrative Office of the Courts (AOC) has created a centralized bureau that will administer reimbursements to individuals for fines paid on drug possession convictions pursuant to *State v. Blake* decision. The Blake Refund Bureau will be available to the public through an online portal on the Administrative Office of the Courts website. From the portal, individuals who have a Blake conviction(s) vacated can navigate the database to determine if a refund is owed. Refund requests will be submitted through the online application. Once the application has been received and an amount of refund is confirmed by the court, a refund will be issued by the state. The site will also provide resources to guide individuals in clearing their convictions and seeking legal help. The legislature provided an

additional \$50 million statewide to reimburse legal financial obligations effective July 1. The legislature approved \$47 million statewide to help offset costs to courts, prosecutors, and defense attorneys. The portal will be available after July 29, 2023.

**COURT APPRECIATION WEEK:** In the spirit of Court Appreciation Week, I want to give a shout-out to the entire Gig Harbor Municipal Court team, our third branch of government. The court team consists of three support staff, court administrator, and judge. The work they do is incredibly important and often difficult and taxing. It requires them to handle a high volume of work without ever losing compassion for the community they serve. Routinely, they are asked to adapt quickly to a variety of changes from virtual hearings to legislative mandates and the upcoming new case management system. Every week, Judge Allen is faced with making very difficult decisions in cases where freedom and livelihood are at stake. Although we are small, we are mighty, and together we churn out a great deal of work with accuracy and very little room for error. Thank you, Mayor Markley, councilmembers, and city staff for your recognition and support.

**JURY TRIALS:** Two cases have confirmed for jury trial on July 20. Parking impacts will be sent out on Wednesday, July 19.

City vs. Allen McCain	Theft 3 <sup>rd</sup> (Big 5)
City vs. Cheryl Nickerson	Trip Permit Violation

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## FINANCE

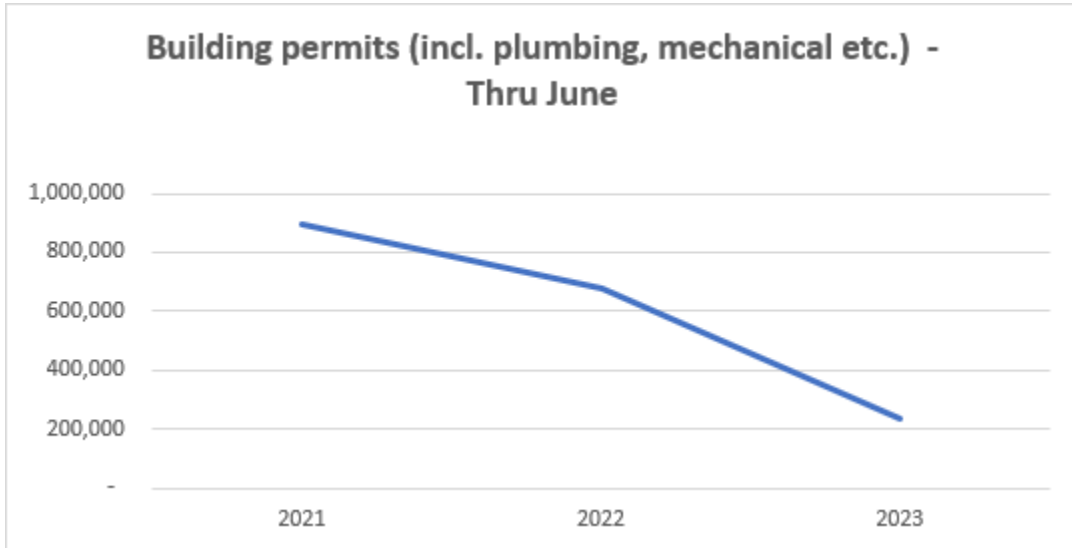
### Finance Director Dave Rodenbach

**REVENUE UPDATE:** Below are selected updates for some key revenues. The financial report for the second quarter of 2023 will be available in the council packet for July 24. Some details that may not be in the report are discussed below.

The sales tax distributions for January through June 2022 and 2023 are shown below. The actual sales event that triggered the tax occurred two months prior to the month it was distributed. In other words, the June 2023 sales tax distribution represents transactions that occurred in April. The decline in sales tax is mostly related to a decline in construction activity.

Sales Tax	2022	2023	% Change
January	707,868	703,799	-1%
February	792,899	788,113	-1%
March	635,543	654,141	3%
April	619,840	600,170	-3%
May	768,524	697,979	-9%
June	744,747	661,608	-11%
<b>Total</b>	<b>4,269,421</b>	<b>4,105,810</b>	<b>-4%</b>

**BUILDING PERMITS & PLAN CHECK FEES:** As you can see from the chart below, activity generating building permits remains depressed.



**REAL ESTATE EXCISE TAX (REET):** These are the REET distributions for January through June. While we are down 36 percent for the cumulative total through June, the last two distributions representing activity in May and June 2023 increased over 2022. REET funds are used solely for capital projects.

<b>REET</b>	<b>2022</b>	<b>2023</b>	<b>% Change</b>
January	180,530	78,074	-57%
February	100,470	63,936	-36%
March	104,172	70,578	-32%
April	120,758	109,556	-9%
May	96,624	108,228	12%
June	120,580	123,478	2%
<b>Total</b>	<b>505,930</b>	<b>322,144</b>	<b>-36%</b>

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## **HUMAN RESOURCES**

**Human Resources Director Shannon Costanti**

### **ADVANCE YOUR CAREER**

Are you looking to grow in your career? There are a variety of opportunities currently available throughout the city. Take a look and apply today! If you know someone who would be a great fit, please be encouraged to [tell them](#) about it!

POSITION	TYPE	STATUS
Police Officer - Lateral & Exceptional Entry	FT	Continuous
Housing, Health & Human Services Program Manager	FT	Open until 7/26
Construction Supervisor	FT	Open until 7/31
Police Officer - Entry Level	FT	Closed - selection pending
Associate Engineer	FT	Closed - selection pending
Wastewater Operator I/II/III	FT	Closed - selection pending
Public Works Assistant	FT	Closed - selection pending
Engineering Technician	FT	Closed - Aaron Schaff starting 7/25

## EVENTS

**2ND ANNUAL YER' IN NATION DESTINATION EMPLOYEE BBQ & CAR SHOW:** Hosted by the Gig Harbor Wastewater Treatment Plant and sponsored by the City of Gig Harbor Wellness Committee on Wednesday, July 12!

Huge "Thanks" to everyone at the Wastewater Treatment Plant for hosting this amazing event. We knew the event was a complete success after they grilled 74 hamburger patties and ran out. Late arrivals were relegated to hot dogs. Kudos to our Bardames' Michelle and Jami for serving delicious Root beer Floats at our very own Wastewater Biergarten.

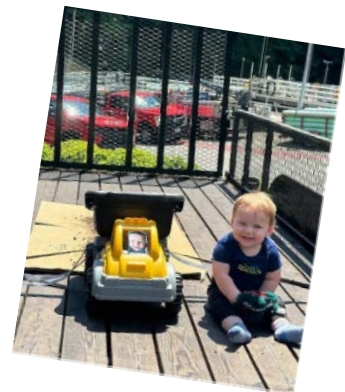
Thank you to everyone who entered a vehicle in the car show. Our prestigious judges were very impressed by all the entries. After several minutes of engaging in long and careful consideration they shared their long-awaited results with the crowd who were anxiously waiting:

### Honorable Mention

Red Chevy Pick Up Truck with City of Gig Harbor decals.  
 Comments: Very clean work truck.  
 Presentation/Staging: Pulling IR Compressor (180 points)

### Mayortorious Mire & Admire

Tonka Dump Truck Trailer  
 Comments: Well-kept with dust & dirt. Working vehicle.  
 Overall Appearance: Needs to be washed.  
 Presentation/Staging: Nice presentation with tie to Muffy.  
 Extra points for the adorable factor. Nice working dump.



### **Sludge Buster**

Black Mustang Cobra

Comments: Very clean, nice polish job.

Overall Appearance: Awesome Cobra logo seats – Love the way the orange safety vest compliments the interior upholstery.

Presentation/Staging: Love the Convertible!

### **Cataleptic Septic**

Blue Camaro

Comments: Clean with a nice paint job. Love those red caliper covers!

Overall Appearance: FAST...

Presentation/Staging: Love it All!

### **Dynamic Digester**

Bronco Wild Trak

Comments: Awesome Paint Job! Too nice for off-road use!

Overall Appearance: Love the color & shine! Shiny!

Presentation/Staging: Love the big wheels and side stickers. Love the flag and Star Wars theme. Especially love the lights and Funko Pops. Liked the Crawling up Wildtrak. Yeah, Star Wars logos!

### **Rust & Disgust**

Ford F-250 Ranger Pick Up

Comments: Nicely cared for. Well used!

Overall Appearance: Big and Tall – Love it! Great wheels. Big! Love the Smile. High rider!

Presentation/Staging: Good for off-road or tractor pulls. I want to ride in it!

### **Waste & After Taste**

Chevy 350 Truck

Comments: Wash???

Overall Appearance: Just the right amount of dust on it!

Presentation/Staging: Love the hula girl and the detail in the leather seats.

### **Administrator's Admiration**

Toyota Pick Up

Comment: Nice paint! Cool color scheme.

Overall Appearance: Off road beast! Liked it on the trailer.

Presentation/Staging: Love the Big Tires! It makes me want to go off-roading in it. Cool paint & trailer. Safely anchored to the trailer. No catalytic converter? 😊





The trophies were handmade by GHPD Officer Garrett Chapman. They were a huge success and will be proudly displayed for years to come by all winners of our 2nd Annual Yer'in Nation Destination BBQ & Car Show.

Thank you to everyone who worked on this event and to those who participated.



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## **ITS**

### **Information Technology Services Manager Keith Smith**

*No updates this week but stay tuned!*

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## **POLICE**

### **Police Chief Kelly Busey**

**CRIME REPORT:** The 2022 Gig Harbor Crime Report was presented to Council on Monday, July 10. A copy of that presentation can be found [here](#). The crime report also contains the 2022 Police Department Professional Standards Report.

The crime data from this report was compiled from the [2022 Crime in Washington](#) report that was released the same day.

**CALLS FOR SERVICE:** Officer Dominguez had an interesting week. In the early morning hours of July 11, Officer Dominguez responded to a one car collision that occurred on SR-16. After traveling at well over 100 MPH, the vehicle left the roadway and struck a tree. When Officer Dominguez arrived on scene, he discovered the vehicle upside down and the driver trapped inside with gasoline dripping on him. Additionally, the driver’s seat belt was apparently interfering with his breathing. Officer Dominguez climbed inside, cut the seat belt, and dragged the driver to safety. Medic units from Fire District 5 arrived and transported the patient to the hospital.

The following day, at the request of the Washington State Patrol, Officer Dominguez responded to the Narrows Bridge for a report of a suicidal female attempting to climb over the railing. When he arrived and attempted to speak with her, the female put one leg onto the railing and was attempting to get all the way across before Officer Dominguez grabbed her and pulled her away. She also was transported to the hospital for evaluation.

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## **PUBLIC WORKS**

### **Public Works Director Jeff Langhelm**

#### **COMMERCIAL FISHING HOMEPORT PROJECT DESIGN/PERMITTING AT ANCICH**

**WATERFRONT PARK:** Staff continues to proceed through the state and federal permitting processes with support from our consultant, DCG. On July 10, council authorized DCG to prepare design documents and environmental reports for review by US Army Corps of Engineers and National Marine Fisheries associated with suggested project mitigation related to a city stormwater outfall. Due to this additional, unanticipated mitigation requirement, the project will miss the current in-water work window, which is open now through February 15, 2024. The city will not begin bidding this project until all permits and funding agreements are in hand. Also, city staff will be discussing the proposed Fishermen’s Club donation and details for commercial fishing vessel moorage arrangements with City Council at an upcoming study session.

**STREET AND STORM OPERATIONS UPDATES:** (1) Street Operations staff is currently placing new traffic markings (pavement arrows/lettering, parking stall markers, etc.). This work will continue for another week or so. (2) Staff is progressing with the construction of the new mid-block crosswalk on 50<sup>th</sup> Street adjacent to 34<sup>th</sup> Avenue. This new crosswalk with flashing beacons should be operational by early August. (3) Staff is preparing to perform asphalt roadway crack sealing beginning in early August. This work will minimize surface water runoff from getting into small cracks on the roadway surface that, during periods of cold weather, will cause significant degradation of the roadway surface. This work requires very dry roadway surface and is an “all hands-on deck” operation due to the many moving parts and speed at which the operation moves along the road.

**WATER OPERATIONS UPDATES:** (1) Steve Andrews successfully passed the Washington State Department of Health examination to become a certified Water Distribution Manager 3. Congratulations to Steve on this accomplishment! (2) Water Operations staff is performing hydrant maintenance and testing. This work has been improved recently with new battery-powered small tools that increase the efficiency, while also reducing potential injuries to staff. (3) On a related note, GIS Coordinator Extraordinaire, Mike Simmons, is working with Pierce County Fire District #5 to share and update the city's fire hydrant GIS data.

**CRESCENT CREEK MASTER PLAN:** A group of area residents has approached the city with some ideas to repurpose the Masonic Lodge as a community event center and gathering place. In order to give the group time to develop the concepts and associated costs, the master planning process will be put on hold for one year. A Memorandum of Understanding (MOU) will be developed with the group, and future meetings will be open to the public. Stay tuned for details.

**SPORTS COMPLEX:** Phase 1B, which will construct pickleball courts, bocce ball courts, a bathroom/concession building, playground, and performance stage is still in the permitting process. Building permits for the buildings were submitted and are being reviewed. Land use permits have been resubmitted and are being reviewed by the Community Development Department, and easements with the YMCA are being finalized. Construction is anticipated to begin in 2024. The **Phase 2 and 3** Feasibility Study is still in progress. The next step will be a public open house, likely in early August.

**PARKS LAND USE:** Upon a recent look at zoning for our city parks properties, we discovered that our current parks have 11 different zoning designations! We are hoping to change that with the upcoming Comprehensive Plan Update process, by creating a new zone/land use designation for our conservation properties (such as the tx<sup>w</sup>aalqəł Conservation Area). We have also applied to amend the land use designations for our other parks to Public/Institutional, which will standardize the regulations for the parks and make permitting for any improvements more straightforward.